

CHESTER A. ELLIS
Chairman

HELEN L. STONE
District 1, Vice Chairman

DEAN KICKLIGHTER
District 7, Chairman Pro Tem

MICHAEL A. KAIGLER
County Manager

R. JONATHAN HART
County Attorney

JANICE E. BOCOOK
County Clerk



**COUNTY
COMMISSIONERS
CHATHAM COUNTY,
GEORGIA
AGENDA**

MALINDA SCOTT HODGE
District 2

BOBBY LOCKETT
District 3

PATRICK K. FARRELL
District 4

TANYA MILTON
District 5

AARON WHITELY
District 6

KENNETH A. ADAMS
District 8

May 24, 2024

9:30 AM

**Commission Meeting Room
2nd Floor Old Courthouse
124 Bull Street
Savannah, Georgia**

*The Agenda may be accessed on the Internet at
<http://www.chathamcounty.org>*

PRE-MEETING

Green Room

9:00 AM

1. CALL TO ORDER

2. INSPIRATION AND INVOCATION

Pastor Vernon Galloway, First Union Missionary Baptist Church

3. PLEDGE OF ALLEGIANCE

Certificate of Appreciation

4. ROLL CALL

Introduction of Youth Commissioners

Please turn off cell phones.

5. PROCLAMATIONS AND SPECIAL PRESENTATIONS

1. Proclamation recognizing May as Jewish American Heritage Month in Chatham County.
2. Introduction of new Front Porch Director, Danica Rubenstein. Theresa Owens, Juvenile Court Administrator will be present to make introduction.
3. Employee Service Awards

6. CHAIRMAN'S ITEMS

7. COMMISSIONERS' ITEMS

8. TABLED/RECONSIDERED ITEMS

Unless action is contemplated at today's meeting, staff report and file material has not been duplicated in your agenda packet. The files are available from the Clerk.

9. ITEMS FOR INDIVIDUAL ACTION

Unless the Board directs otherwise, adoption of an Action Item will mean approval of the respective County staff report and its recommended action.

1. Request approval of the following budget amendments and transfers: 1) In the General Fund, transfer \$16,500 from Contingency to ICS Subscription Based Technology. 2) In the Special Service District, a) transfer \$71,775 from Contingency to Engineering Subscription Based Technology. b) transfer \$320,000 from Public Works salaries to Transfer Out to the Capital Improvement Program Fund. 3) In the Special Purpose Local Option Sales Tax Funds, transfer and amend project budgets as listed below. 4) In the Capital Improvement Program Fund, Increase Transfer In from the Special Service District \$320,000 and increase the Public Works Vehicles/Equipment Project. 5) In the Solid Waste Management Fund, appropriate Fund Balance \$300,000 to increase the M&O Drop-Off Center Other Equipment.
2. Vision 2033 Plan
3. Board Consideration to Establish the Chatham County Fire Department
4. Request Board approval to establish three (3) additional positions (3 Lead Call Takers) within the Non-Emergency Call Center.
5. Transmittal of the FY2024/2025 Recommended Budget Document and County Manager's Message.
6. Chatham County Police Department Bi-Monthly Report given orally by Chief Hadley

10. ACTION CALENDAR

The Board can entertain one motion to adopt the below-listed calendar. Such motion would be adoption of staff's recommendation. Any Board Member may choose to pull an item from the calendar and it would be considered separately.

1. Approval of the minutes of the regular meeting on May 10, 2024, as distributed.
2. Claims vs. Chatham County for the period of May 2, 2024 through May 15, 2024.
3. Request Board approve a Hazard Mitigation Grant Program (HMGP) Award by the Federal Emergency Management Agency (FEMA) for the purpose of purchasing and installing two (2) transfer switches to ensure continuity of critical services to the community. (NOTE: A 10% cost-share or \$9,040 is associated with this grant opportunity.)
4. Request Board approval to submit grant application to US Department of Defense in the amount of \$5,495,000 to assist state and local governments to address deficiencies in community infrastructure supportive of a military installation. (NOTE: A \$164,850 match is required.)
5. Request Board approval of an Intergovernmental Agreement with the City of Savannah for construction of a Public Safety Communications Tower on Wilmington Island.
6. Request Board approval of an Intergovernmental Agreement with the City of Savannah to share the expenses of a Radio Systems Manager position within the CEMA Radio Division.
7. Request Board approval of a Memorandum of Agreement (MOA) between the Chatham Emergency Management Agency (CEMA) and Gateway Community Service Board for the purpose of utilizing support staff during emergency or disaster situations.
8. Request Board approval of a Conveyance Agreement for Fire Apparatuses and Equipment between County and Southside Fire Protection, Inc. d/b/a Chatham Emergency Services.
9. Request Board approval of a Lease Agreement for Fire Stations between County and Southside Fire Protection, Inc. d/b/a Chatham Emergency Services.
10. Request Board approval for a permit to dispense alcoholic beverages for a special event in Chatham County on Saturday, June 22, 2024. Petitioner: Charles Bulloch hosting a Graduation Celebration to be held at 413 W. Wayne Street, Savannah, GA 31401 (Dr. Priscilla D. Thomas Multipurpose Annex). [District 3]
11. Request Board approval for a permit to dispense alcoholic beverages for a special event in Chatham County on Saturday, June 15, 2024. Petitioner: Jestine Evans hosting a Family Reunion to be held at 413 W. Wayne Street, Savannah, GA 31401 (Dr. Priscilla D. Thomas Multipurpose Annex). [District 3]
12. Request Board approval for a permit to dispense alcoholic beverages for a special event in Chatham County on Saturday, July 6, 2024. Petitioner: Jose Arcos-Hernandez hosting a Quinceañera to be held at 5975 Ogeechee Road, Savannah, GA 31419 (Party Bling Event Center). [District 6]

13. Request Board approval to award bids as follows: (Please note that purchase thresholds of \$25,000 or more have been enacted: however, contract and change orders of a lesser amount still will appear.)

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
A. Purchase of surveying equipment to improve mapping of Chatham County infrastructure	Engineering	Duncan-Parnell, Inc. Charlotte, NC www.duncan-parnell.com	\$76,218	SSD – Engineering
B. Annual agreement with renewal options for four (4) additional one (1) year terms for an independent contractor agreement to assist with major felony crimes defense representation	Indigent Defense	Martin Hilliard Savannah, GA No Website	\$100,000 annually	General Fund/M&O – Indigent Defense
C. Annual agreement with renewal options for four (4) additional one (1) year terms for an independent contractor agreement to assist with major felony crimes defense representation	Indigent Defense	Robert Persse Savannah, GA No Website	\$100,000 annually	General Fund/M&O – Indigent Defense
D. Board confirmation of an emergency procurement of one (1) 2024 Ford Explorer for Chatham County Facilities Maintenance and Operations	Fleet Operations	O.C. Welch Ford Lincoln, Inc. Hardeeville, SC www.goseeocford.com	\$42,180	CIP – Fleet Vehicle Replacement

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
E. Board confirmation of an emergency procurement of ten (10) 2023 Ford Police Interceptors for Chatham County Sheriff's Office	Fleet Operations	O.C. Welch Ford Lincoln, Inc. Hardeeville, SC www.goseeocford.com	\$427,650	•SPLOST (2003-2008) – Fleet Vehicle Replacement •CIP – Fleet Vehicle Replacement
F. Board confirmation of an emergency procurement to outfit ten (10) 2023 Ford Police Interceptors for Chatham County Sheriff's Office	Fleet Operations	West Chatham Warning Devices, Inc. Savannah, GA www.westchatham.com	\$161,061	CIP – Fleet Vehicle Replacement
G. Change Order No. 1 to the construction contract for the National Museum of the Mighty Eighth Air Force Expansion and Improvements Phase II project, to include a field condition allowance	Engineering	Paul S. Akins Company, Inc. (WBE) Statesboro, GA www.akinsco.com	\$50,000	SPLOST (2020-2026) – Mighty Eighth Museum
H. Purchase of various types of training and duty ammunition	Sheriff's	Gulf State Distributors, Inc. Montgomery, AL gulfstatedist.com	\$156,990	•General Fund/M&O - Sheriff's Office •General Fund/M&O – Detention Center
I. Three (3) year subscription for BlueDAG Government Plus ADA compliance software	Occupational Safety	BlueDAG, LLC Rancho Cordova, CA www.bluedag.com	\$35,964	Risk Management – Occupational Safety

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
J. Construction contract for rehabilitation of fairway bunkers at Henderson Golf Course	Parks and Recreation	Black Creek Construction, Inc. Ellabell, GA www.blackcreekconstructioninc.com	\$192,307	General Fund/M&O – Henderson Golf Course
K. Change Order No. 2 to the contract for program management and construction management services on various Chatham County capital projects, to add Task 5 - PMCM services for Chatham Multimodal Community Improvements project	Engineering	AECOM & H.J. Russell Joint Venture Atlanta, GA www.aecom.com	\$608,371 (Not to Exceed)	CIP – Chatham Multimodal Community Improvements
L. Subscription renewal to maintain bi-directional data sharing for Chatham Community Data Platform, supporting the Behavioral Health Unit	Strategic Planning	TouchPhrase Development, LLC DBA Julota Colorado Springs, CO www.julota.com	\$238,036	National Opioid Settlement

11. FIRST READINGS

Proposed changes to ordinances must be read or presented in written form at two meetings held not less than one week apart. A vote on the following listed matters will occur at the next regularly scheduled meeting. On first reading, presentation by MPC staff discussion only by Commissioners will be heard.

Comments, discussion and debate from members of the public will be received only at the meeting at which a vote is to be taken on one of the following listed items.

1. The Petitioner, Donald Dyches Jr. is proposing to a combined +/- 1.4-acres from R-2/EO (Two Family Residential-Environmental Overlay) to P-R-A (Planned Residential-Agriculture). The intent to Rezone Map Amendment at 9965 Ferguson Ave & 10001 Bethesda. MPC File Number: Z-0823-000406-MAP PINs 10470 01001 & 10504 04005. The MPC recommends approval with conditions. {District 1}
2. The Petitioner Patrick Shay, for Live Oaks Living, LLC, is proposing a Rezone Map Amendment and acceptance of a GDP(General Development Plan) at 5011, 5103 Garrard Ave. Request to rezone from P-R-3-6 (Multi-Family Residential 6 units per acre) to PUD-M (Planned Unit Development-Multifamily) mixed residential development including townhouses, flats, and apartments. MPC File number Z-0324-000459-Map PINs 10789 01016, 10789 01020. {District 5} MPC recommends approval.

12. SECOND READINGS

13. INFORMATION ITEMS

1. Progress report on FY2024 Contingency Accounts - General Fund M&O and the Special Service District
2. List of Purchasing items between \$2,500 and \$24,999.
3. To inform the Board of FY24 Blueprint Grantee Performance.
4. County Manager's Update

RECESS TO EXECUTIVE SESSION - motion required

Motion to recess to Executive Session.



AGENDA ITEM: 9.1

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Amy Davis, Finance Director

ISSUE:

Request approval of the following budget amendments and transfers: 1) In the General Fund, transfer \$16,500 from Contingency to ICS Subscription Based Technology. 2) In the Special Service District, a) transfer \$71,775 from Contingency to Engineering Subscription Based Technology. b) transfer \$320,000 from Public Works salaries to Transfer Out to the Capital Improvement Program Fund. 3) In the Special Purpose Local Option Sales Tax Funds, transfer and amend project budgets as listed below. 4) In the Capital Improvement Program Fund, Increase Transfer In from the Special Service District \$320,000 and increase the Public Works Vehicles/Equipment Project. 5) In the Solid Waste Management Fund, appropriate Fund Balance \$300,000 to increase the M&O Drop-Off Center Other Equipment.

FACTS AND FINDINGS:

1. The Director of ICS is in the process of implementing new Open Records Request Software. Additional funding is needed. The ICS Director requests Board approval to transfer \$16,500 from General Fund Contingency to the ICS operating budget. Correspondence attached.
2. To comply with State requirements for the NPDES MS4 Permit, the County needs to update the Impaired Waterbodies Plan. The Engineering Departments needs additional funding to cover AutoCAD software license maintenance and professional services. The County Engineer requests Board approval to transfer \$71,775 from SSD Contingency to the Engineering operating budget.
3. Drainage Maintenance has had major obstacles to overcome in addressing long-standing drainage problems. To improve order and organization, a plan has been developed to permanently assign crews to work areas throughout unincorporated Chatham County. This will improve efficiency and productivity within the program. This requires the purchase of two Single Axle Dump Trucks to implement two additional crews that will respond to hot-spots and emergencies. Public works has incurred salary savings throughout the year to fund this purchase. The Public Works Director requests Board approval to transfer \$320,000 from SSD Salaries to CIP.
4. The Special Purpose Local Option Sales Tax (SPLOST) program is a voter approved sales tax for the development of capital projects throughout Chatham County. State Law allows for budget amendments between projects within one fund to ensure that all projects from the intergovernmental Agreement or referendum are completed. The County Engineer requests Board approval to transfer and amend project budgets in Sales

Tax I, Sales Tax III, Sales Tax IV, Sales Tax V, Sales Tax VI, and Sales Tax VII as listed below. Correspondence attached.

- 5. With the increased volume at the M&O Drop-Off Center it has become impossible to keep up with the demand. It has become necessary to schedule trucks on the weekends to prevent facility overruns. The Public Works Director seeks to purchase a Roll-Off Truck that will assist staff in managing debris deposited in the facility as well as remaining in compliance with the Environmental Protection Agency’s operational standards. The Public Works Director requests approval to appropriate \$300,000 of Solid Waste Fund Balance to increase the Solid Waste M&O Drop-Off budget for equipment.

BLUEPRINT ALIGNMENT:

Quality of Life – transparency in government.

FUNDING:

Funds are available in the General, Special Service District, Sales Tax I, Sales Tax III, Sales Tax IV, Sales Tax V, Sales Tax VI, Sales Tax VII, Capital Improvement Program, and Solid Waste Management Funds.

ALTERNATIVES:

- 1. That the Board approve the following:

GENERAL FUND

- a. Transfer \$16,500 from Contingency (1009000-579000) to ICS Subscription Based Technology (1001535-522330).

SPECIAL SERVICE DISTRICT

- b. Transfer \$71,775 from Contingency (2709000-579000) to Engineering Subscription Based Technology (2701575-522330).
- c. Transfer \$320,000 from Public Works Salaries (2704100-511100) to Transfer Out to CIP (2790000-611350)

SALES TAX I FUND

- d. Reimbursements and investment activity resulted in \$362,305 of revenue to be allocated to projects. Adjust project budgets as listed below.

Project #	Project Name	Amount
3205564	Lansing Avenue	\$ (338,766)
3205685	Willow Lakes Drive	\$ (191,825)
3205049	TSM Skidaway: Ferguson-Victory	\$ 892,896
	Net Project Change	\$ 362,305

SALES TAX III FUND

e. Adjust project budgets as listed below.

Project #	Project Name	Amount
3228921	Drainage Transfer to M&O (Indirect Costs)	\$ (76,000)
3226041	Climate Change Code Review	\$ 76,000
	Net Project Change	\$ 0

SALES TAX IV FUND

f. Adjust project budgets as listed below.

Project #	Project Name	Amount
3237042	McQueen's Trail	\$ (151,406)
3236020	Charlie Brooks Park	\$ (68,627)
3235701	Island Expressway/Causton Bluff Bridge	\$ (172,648)
3238904	Direct Costs	\$ 392,681
	Net Project Change	\$ 0

SALES TAX V FUND

g. Adjust project budgets as listed below.

Project #	Project Name	Amount
3245711	Johnny Mercer TSM	\$ (17,996)
3246020	Charlie Brooks Park	\$ (100,201)
3247001	Tom Triplett Park	\$ (144,992)
3247037	Scott Stell Park	\$ (6,758)
3247038	Lake Mayer Park	\$ (91,459)
3249903	Indirect Costs	\$ (61,942)
3245714	Diamond Causeway/Green Island	\$ (194,094)
3248904	Direct Costs	\$ 617,442

3248063	Willow Lakes Drainage	\$ (346,284)
3248024	Burnside Island Drainage	\$346,284
	Net Project Change	\$ 0

SALES TAX VI FUND

h. Adjust project budgets as listed below.

Project #	Project Name	Amount
3259903	Indirect Costs	\$ (916,357)
3258904	Direct Costs	\$ 916,357
3256082	Coroner Office Buildout	\$ (1,135)
3256022	Juvenile Court Complex	\$1,135
3258070	Concord Road Drainage	\$ (938,893)
3258071	Westlake Drainage Improvements	\$ 938,893
	Net Project Change	\$ 0

SALES TAX VII FUND

i. Reimbursements resulted in \$347,376 of revenue to be allocated to projects. Adjust project budgets as listed below.

Project #	Project Name	Amount
3275118	Quacco Road Widening	\$ (100,000)
3275110	Walthour Road	\$ (50,000)
3275111	Garrard Avenue Improvements	\$ (43,735)
3275112	Little Neck Road	\$ (200,000)
3275113	Chevis Road Improvements	\$ (20,000)
3275114	SR25 Corridor	\$ (10,000)
3275115	SR204 Access	\$ (6,600)
3275116	President/Truman/RR	\$ (6,000)

3275676	Road Resurfacing	\$ (178,820)
3275950	Reserve For Roads, Streets, Bridges	\$ (2,400)
3278002	CSX Diversion	\$ (180,000)
3278950	Stormwater and Drainage Projects Reserve	\$ (420,000)
3276022	Chatham Judicial Complex	\$ (1,255,000)
3276010	Chatham - ELC	\$ (62,500)
3276011	Disaster Capital/Other CIP	\$ (48,000)
3276012	Museum: Mighty 8th	\$ (90,000)
3276013	Museum: Other	\$ (30,000)
3276063	Fleet Facility	\$ (50,000)
3276014	Public Safety Facility(ies)	\$ (50,000)
3276015	Public Safety Comm: Radio Tower	\$ (40,000)
3276016	Public Safety Comm: Fiber Network	\$ (40,000)
3276017	Public Safety Com: E911 Dispatch Center System	\$ (40,000)
3276018	Vehicles/Public Safety Eq	\$ (33,477)
3278001	Sewer Infrastructure	\$ (5,000)
3276080	Libraries	\$ (20,000)
3276081	Multi-Purpose	\$ (30,000)
3276082	Indoor Rec/Shelters	\$ (340,000)
3276083	Existing Park Upgrades	\$ (60,000)
3276084	Children's Garden & Greenspace	\$ (40,000)
3276085	Outdoor Multi Purpose Fields	\$ (140,000)
3276086	Trails and Park Connectivity	\$ (20,000)
3278904	Direct Costs	\$ 3,611,532
3275111	Garrard Avenue	\$ 347,376

	Net Project Change	\$ 347,376
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CAPITAL IMPROVEMENT PROGRAM

- j. Increase Revenues and Expenditures \$320,000 for a Transfer In from SSD (350-LOCAL-390270) and Public Works Vehicles/Equipment (3501941-Z-542200).

SOLID WASTE MANAGEMENT

- k. Appropriate \$300,000 Fund Balance to increase M&O Drop-Off Center Other Equipment (5404501-542500).

2. Amend or deny the request.

POLICY ANALYSIS:

State law grants the Board authority to amend the budget during the year as it deems necessary.

RECOMMENDATION:

That the Board approved Alternative 1.

#A: 5-24-2024 Omnibus

Amy Davis	Completed	05/16/2024 8:13 AM
Linda Cramer	Completed	05/16/2024 2:43 PM
Danielle Hillery	Pending	
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM

Robin Panther

From: Mark Bucalo
Sent: Monday, May 6, 2024 11:26 AM
To: Andrew Cree
Cc: Robin Panther
Subject: RE: Open Records Request Software

Drew – Just confirming we are to transfer \$16,500 from General Fund Contingency1009000 -579000 to ICS 1001535-522330 to cover the costs of the Open Record Software year 1 costs.

Robin – please add this to the 5/24 omnibus. Thanks.



Mark Bucalo
 Budget Office
 Chatham County Finance
Phone 912-652-7915
Mobile 912-710-1249
Web <http://www.ChathamCounty.org>
Email mwbucalo@chathamcounty.org
 124 Bull Street, Savannah, GA 31214

NOTICE: Georgia has a broad open/public records law. Most written communications to or from County officials are public records that will be disclosed to the public at the media upon request. E-mail communications may be subject to public disclosure.

From: Andrew Cree <awcree@chathamcounty.org>
Sent: Monday, May 6, 2024 11:14 AM
To: Mark Bucalo <mwbucalo@chathamcounty.org>
Subject: FW: Open Records Request Software

Hi Mark,

Can you help putting the transfer on the Omnibus for the Year 1 - \$16,445.00 to 1001535-522330 SUBSCRIPTION BASED TECHNOLOGY? I think we're trying to get it approved at the 5/24 meeting.

We also need to add \$10,326.75 to 1001535-522330-SUBSCRIPTION BASED TECHNOLOGY budget for year 2 maintainence.

Linda, Amy, Robin and PMO should all be aware.

Thanks,
 -Drew

From: Robin Maurer <rlmaurer@chathamcounty.org>
Sent: Friday, May 3, 2024 11:40 AM
To: Amy Davis <ajdavis@chathamcounty.org>; Andrew Cree <awcree@chathamcounty.org>
Subject: Open Records Request Software

Amy/Drew

I have confirmed the cost as follows:

Year 1 (fee and to include implementation) - **\$16,445.00**
 Year 2 (maintenance & support) – **\$10,326.75**
 Year 3 (maintenance & support) - **\$10,843.09**

Thanks
 Robin

#A: 5-24-2024 Omnibus (6637 : Omnibus)



AGENDA DATE: May 24, 2024

TO: Finance Department
FROM: Suzanne Cooler, County Engineer

ISSUE:

Contingency to Engineering budget transfer

ISSUE:

The Department of Engineering is requesting Board approval to transfer \$71,775 from SSD Contingency to 2701575 Engineering for AutoCAD software license maintenance and for professional services to update the County’s Impaired Waterbodies Plan per State requirement to comply with the NPDES MS4 Permit.

Nathaniel Panther	Completed	05/14/2024 11:18 AM
Suzanne Cooler	Completed	05/14/2024 3:42 PM
Amy Davis	Completed	05/14/2024 3:56 PM
Robin Panther	Completed	05/15/2024 8:45 AM
Board of Commissioners	Pending	05/24/2024 9:30 AM

#A: 5-24-2024 Omnibus (6637 : Omnibus)



AGENDA DATE: May 24, 2024

TO: Finance Department
FROM: William Wright, Public Works Director William Wright

ISSUE:

Requesting Board Approval to Transfer \$320,000 from Public Works Operating Budget (Salary Savings) into CIP to Fund Two Single Axle Dump Trucks for the Implementation of Two Hot-Spot Crews.

The Drainage Maintenance section of Public Works has had major obstacles to overcome in addressing long-standing drainage problems. To improve order and organization for the significant work that lies ahead, a plan has been developed to permanently assign crews to work areas throughout unincorporated areas of the County, to allow those crews to concentrate and make significant headway in performing both dated work orders and routine maintenance. This will improve efficiency and productivity within the program.

To augment these assigned crews, two additional crews are needed. These crews will respond to "hot spots" or "emergencies" allowing an imminent problem to be addressed while allowing an assigned crew to continue with their routine workload in the areas to which they are assigned. The "hot spot" crews will dramatically reduce the off-site time and productivity lost when a working crew must respond as they do presently, to an emergency presenting problem that cannot become part of regularly scheduled work. To fully implement this plan, Public Works (2704100) has requested to utilize a portion of its FY 2024 lapsed salaries to fund the purchase of two single-axle dump trucks. The total estimated cost of these purchases is \$320,000.

William Wright	Completed	05/13/2024 2:34 PM
Michole Jenks	Completed	05/13/2024 2:39 PM
Amy Davis	Completed	05/13/2024 4:00 PM
Robin Panther	Completed	05/14/2024 9:57 AM
Board of Commissioners	Pending	05/24/2024 9:30 AM

#A: 5-24-2024 Omnibus (6637 : Omnibus)



AGENDA DATE: May 24, 2024

TO: Finance Department
FROM: Suzanne Cooler, County Engineer

ISSUE:

SPLOST Budget Transfers

ISSUE:

The Department of Engineering is requesting Board approval of the following transfers:

In Fund 320, SPLOST I (1985-1993):

- Transfer \$530,591 from the following completed projects to 3205049 TSM Skidaway: Ferguson-Victory:

Project #	Project Name	Amount
3205564	Lansing Ave	\$ 338,766
3205685	Willow Lakes Dr	+ \$ 191,825
	Completed Projects Total	<u>\$ 530,591</u>

- Allocate \$362,305.36 from the following revenue and losses to 3205049 TSM Skidaway: Ferguson-Victory:

Revenue Source	
DOT reimbursement	\$ 507,000.00
Investment losses	+ (\$ 144,694.64)
Revenue Total	<u>\$ 362,305.36</u>

- For a total transfer of \$892,896.36 to 3205049 TSM Skidaway: Ferguson-Victory:

Completed Projects Total	\$530,591.00
Revenue Total	+ <u>\$362,305.36</u>
Total Transfer	<u>\$892,896.36</u>

- This transfer will allow for ALL projects in SPLOST I to be completed by 2025.

In Fund 322, SPLOST III (1998-2003):

Transfer \$76,000 from 3228921 Drainage Transfer to M&O (Indirect Costs) to the newly created project for Climate Change Code Review.

In Fund 323, SPLOST IV(2003-2008):

- Transfer \$220,033 from the following completed projects to 3238904 Direct Costs:

#A: 5-24-2024 Omnibus (6637 : Omnibus)

Project #	Project Name	Amount
3237042	McQueen’s Trail	\$ 151,406
3236020	Charlie Brooks Park	\$ 68,627
	Completed Projects Total	<u>\$ 220,033</u>

- Transfer excess funds of \$172,648 from 3235701 Island Expressway/Causton Bluff Bridge to 3238904 Direct Costs. These funds are an excess of the County’s obligation on the project. GDOT is responsible for construction whereas the County is responsible for post-design services.
- For a total transfer of \$392,681 to 3238904 Direct Costs:

Completed Projects Total	\$ 220,033
Project Transfer Total	+ <u>\$ 172,648</u>
Total Transfer	<u>\$ 392,681</u>

 - Direct Costs include costs to administer the projects, such as staff salaries, supplies, and property acquisition consultants.

In Fund 324, SPLOST V(2008-2014):

- Transfer \$423,348 from the following completed projects to 3248904 Direct Costs:

Project #	Project Name	Amount
3245711	Johnny Mercer TSM	\$ 17,996
3246020	Charlie Brooks Park	\$ 100,201
3247001	Tom Triplett Park	\$ 144,992
3247037	Scott Stell Park	\$ 6,758
3247038	Lake Mayer Park	\$ 91,459
3249903	Indirect Costs	+ <u>\$ 61,942</u>
	Completed Projects Total	<u>\$ 423,348</u>

- Transfer excess funds of \$194,094 from 3245714 Diamond Causeway/Green Isl to 3248904 Direct Costs. Green Island Trail is programmed in SPLOST III.
- For a total transfer of \$617,442 to 3248904 Direct Costs:

Completed Projects Total	\$ 423,348
Project Transfer Total	+ <u>\$ 194,094</u>
Total Transfer	<u>\$ 617,442</u>

 - Direct Costs include costs to administer the projects, such as staff salaries, supplies, and property acquisition consultants.
- Transfer \$346,284 from the completed 3248063 Willow Lakes Drainage to 3248024 Burnside Island Drainage.

In Fund 325, SPLOST VI(2014-2020):

#A: 5-24-2024 Omnibus (6637 : Omnibus)

- Transfer \$916,357 from 3259903 Indirect Costs to 3258904 Direct Costs.
 - Direct Costs include costs to administer the projects, such as staff salaries, supplies, and property acquisition consultants.
- Transfer \$1,135 from the completed 3256082 Coroner Office Buildout project to 3256022 Juvenile Court Complex for completed card reader access.
- Transfer \$938,893 from the completed 3258070 Concord Road Drainage to 3258071 Westlake Drainage Improvements.

In Fund 327, SPLOST VII(2020-2026):

- Transfer 2% from all Unincorporated County Project Current Budgets for a total of \$3,611,532 to 3278904 Direct Costs for project administration costs.
- Allocate \$347,376 GDOT revenue to 3275111 Garrard Avenue Improvements.

Nathaniel Panther	Completed	05/14/2024 3:48 PM
Suzanne Cooler	Completed	05/14/2024 3:47 PM
Amy Davis	Completed	05/14/2024 3:59 PM
Leydy Espada-Arango	Completed	05/15/2024 1:24 PM
Robin Panther	Completed	05/15/2024 8:48 AM
Board of Commissioners	Pending	05/24/2024 9:30 AM

#A: 5-24-2024 Omnibus (6637 : Omnibus)



AGENDA DATE: May 24, 2024

TO: Finance Department
FROM: William Wright, Public Works Director William Wright

ISSUE:

Requesting Board Approval to Appropriate \$300,000 from Solid Waste Management Fund Balance to the 5404501 542500 Other Equipment for the Purchase of a Roll-off Truck.

Over the past several years, Public Works operations were analyzed resulting in recommendations to increase funding to support M&O Drop-off Center operations. At this time, it has become impossible to keep up with the demand created as a result of the debris deposited at the various centers, and it has become necessary to schedule trucks on the weekends to prevent facility overruns.

To this end, staff is requesting Board approval to appropriate \$300,000 from Solid Waste Management Fund Balance to Solid Waste M&O Drop-off 5404501 542500 Other Equipment for the purchase of a Roll-off Truck. This will assist staff in managing the debris deposited in the facility as well as remaining in compliance with Environmental Protection Agency's operational standards.

William Wright	Completed	05/13/2024 2:30 PM
Michole Jenks	Completed	05/13/2024 2:35 PM
Amy Davis	Completed	05/13/2024 4:01 PM
Robin Panther	Completed	05/14/2024 9:56 AM
Board of Commissioners	Pending	05/24/2024 9:30 AM

#A: 5-24-2024 Omnibus (6637 : Omnibus)



AGENDA ITEM: 9.3

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
 THRU: Michael A Kaigler, County Manager
 FROM: Holly Fields, Human Resources Director

Holly Fields

ISSUE:

Board Consideration to Establish the Chatham County Fire Department

BACKGROUND:

Chatham County will be establishing the Chatham County Fire Department effective July 1, 2024 and transitioning 152 fire services personnel. Approval is requested on the compensation plan, the newly added fire services personnel positions and the cost associated with the acquisition of the personnel for the Fire Department.

FACTS AND FINDINGS:

The transition of Chatham Emergency Services staff to the Chatham County Fire Department staff, including the fire chief, firefighters, and call takers, will be crucial in handling emergency services. The FY2025 budget will be requesting \$12,926,883 in order to fund personnel costs of starting the Fire Department.

Human Resources has reviewed and evaluated the operational request, staffing structure, and job duties to determine the appropriate job classification and pay grade for the 152 regular full-time positions:

New Positions:

Firefighter Recruit
Firefighter
Advanced Firefighter
Apparatus Operator
Fire Lieutenant
Fire Captain
District Chief
Training Division Chief
Training Coordinator
Deputy Fire Chief
Fire Chief
Lead Call Takers (5 Positions)

BLUEPRINT ALIGNMENT:

Quality of Life – Provide effective and efficient government services while ensuring processes and procedures are planned and executed with transparency.

FUNDING:

Funding Code: xxx pending board approval of a FY2025 budget adoption to establish the department.

ALTERNATIVES:

Board approval to establish a new Chatham County Fire Department, its operating budget and create 152 new positions in advance of the Board approval of FY2025 budget.

POLICY ANALYSIS:

Board approval is needed to create the new department, pay plan, and positions.

RECOMMENDATION:

It is recommended that the Board approve Alternative 1.

Shannon Williams	Pending	
Holly Fields	Completed	05/17/2024 9:08 AM
Jeffrey Hadley	Pending	
Amy Davis	Pending	
Linda Cramer	Pending	
Michael A. Kaigler	Pending	
R. Jonathan Hart	Pending	
Danielle Hillery	Pending	
Finance	Pending	
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM



AGENDA ITEM: 9.4

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Kelvin Lewis, Program Manager

Kevin Lewis

ISSUE:

Request Board approval to establish three (3) additional positions (3 Lead Call Takers) within the Non-Emergency Call Center.

BACKGROUND:

In March of 2024 Non-Emergency Call Center (NECC) was introduced as a strategic initiative aimed at addressing the non-emergency call volume burden faced by the Chatham County 911 Center. The key goal of the NECC is to reroute the bulk of non-emergency calls away from the Chatham County 911 Center and direct them to the NECC. By doing so, the Chatham County 911 Center can focus on efficiently managing emergency calls for service, ensuring dedicated call takers are available for efficient triaging and handling both emergency and non-emergency calls. As a result, this approach will notably decrease the wait times for individuals seeking assistance.

FACTS AND FINDINGS:

1. The NECC staff, including the manager, call taker leads, and call takers, will be crucial in handling non-emergency calls efficiently, thereby reducing the workload on emergency services. The incorporation of three additional positions will bolster our capacity to maintain full-time staffing levels at the center, ensuring enhanced operational stability and efficiency.
2. The FY2024 budget allocation will suffice to incorporate three additional call-taker leads, priced at \$17,030. Looking ahead to FY2025, the anticipated cost will amount to \$221,360 for these positions.
3. Human Resources has reviewed and evaluated the operational request, staffing structure, and job duties to determine the appropriate job classification and pay grade for the three additional regular full-time positions:

New Positions:

Lead Call Takers (3 Positions)

This position serves as a shift lead to the non-emergency call-takers while actively participating in handling non-emergency calls for service and triaging the emergency calls directly to the Chatham County 911 Center. The position would be assigned to pay grade 16 on the County's Classification and Pay Plan with a minimum salary of \$42,338.

Existing Positions:

Non-Emergency Communications Manager (1 Position)

This position provides supervisory/managerial functions of the call center while actively participating in handling non-emergency calls for service. The position would be assigned to pay grade 19 on the County’s Classification and Pay Plan with a minimum salary of \$46,309.

Lead Call Takers (5 Positions)

This position serves as a shift lead to the non-emergency call-takers while actively participating in handling non-emergency calls for service and triaging the emergency calls directly to the Chatham County 911 Center. The position would be assigned to pay grade 16 on the County’s Classification and Pay Plan with a minimum salary of \$42,338.

BLUEPRINT ALIGNMENT:

Quality of Life – Provide effective and efficient government services while ensuring processes and procedures are planned and executed with transparency.

FUNDING:

Funding Code: 1003820

ALTERNATIVES:

1. Board approval to create three (3) new positions (3 Lead Call Takers) within the NECC, pending Board approval of budget transfer.
2. Provide staff with alternative directions.

POLICY ANALYSIS:

Board approval is needed to create additional positions.

RECOMMENDATION:

It is recommended that the Board approve Alternative 1.

Holly Fields	Completed	05/17/2024 8:05 AM
Shannon Williams	Completed	05/16/2024 3:58 PM
Kelvin Lewis	Completed	05/03/2024 3:01 PM
Robin Panther	Completed	05/03/2024 3:40 PM
Amy Davis	Pending	
Linda Cramer	Pending	
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/10/2024 9:30 AM



AGENDA ITEM: 9.5

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Amy Davis, Finance Director

Amy J. Davis

ISSUE:

Transmittal of the FY2024/2025 Recommended Budget Document and County Manager's Message.

BACKGROUND:

The County Manager is responsible for the preparation of an annual budget for the General Fund, Special Service District, Debt Service, and all Special Revenue Funds. Capital budgets are also prepared for both the life of the capital project and amounts required for the fiscal year. Also prepared are budgets for all Enterprise Funds and Internal Service Funds.

FACTS AND FINDINGS:

1. The Board approved the Fiscal Year 2024/2025 Budget Adoption and Millage Levy Calendar on December 15, 2023.
2. In compliance with State Law, the Fiscal Year 2024/2025 Recommended Budget shows proposed for all County Funds, excluding trust and agency funds. The document is on the County's website at <https://www.chathamcountyga.gov> for public viewing.
3. The County Manager's message provides narrative explanation of current and upcoming challenges.
4. The budget calendar indicates that a budget workshop will be held on June 13, 2024 to hear unmet budget requests from internal departments.
5. A public hearing on the Recommended Budget will be held on June 14, 2024. The public hearing is open to comments from all citizens and external organizations.
6. The Recommended Budget document will be distributed at the Board meeting,

BLUEPRINT ALIGNMENT:

Quality of Life – transparency in government.

FUNDING:

Appropriations will be funded with proposed revenue sources by fund upon final adoption of the budget.

ALTERNATIVES:

N/A

POLICY ANALYSIS:

It is the County policy and a State law requirement for the County Manager to present a balanced budget to the Board of Commissioners annually for consideration,

RECOMMENDATION:

For information.

#B: FY2025 Adopted Calendar

Amy Davis	Completed	05/14/2024 3:36 PM
Linda Cramer	Pending	
Danielle Hillery	Pending	
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM

**CHATHAM COUNTY, GEORGIA ADOPTED BUDGET CALENDAR
FISCAL YEAR JULY 1, 2024, THRU JUNE 30, 2025**

DATE	BUDGET ACTIVITY	TAX DIGEST PROCESS
October 2, 2023	HR Process Begins	
October 9, 2023	Begin entering Capital Request in Cleargov	
November 17, 2023	FY2025 CIP Request due	
December 1, 2023	Final day to submit personnel requests to HR.	
January 8, 2024	Distribute Budget Kick-off Information	
January 16, 2024	FY2024/2025 Budget Entry Open in Munis	
February 5, 2024	Revenue estimates due from Departments	
February 5, 2024 – March 8, 2024	Complete Fiscal Year Ending 6/30/2025 revenue estimates for all Funds	
February 16, 2024,	FY25 Blueprint Implementation Grant Solicitation page is Activated and Accessible via eCivis portal	
February 16, 2024	Budget Request and updated five-year goals due from all departments	
February 20, 2024 – March 20, 2024	Analyze department budget requests/hold conference with Department Heads/Budget Staff. (To clarify requests)	
February 26, 2024,	ICS & FM&O Review CIP Requests	
February 28, 2024	FY25 Blueprint Applicant Training	
March 11, 2024	Finalize FY2025 CIP	
March 15, 2024	FY25 Blueprint Implementation Grant Solicitation closes.	
March 26, 2024 – April 23, 2024	Budget Reviews – County Manager/Department Heads/Executive Committee/Budget Staff	
April 23, 2024 – May 1, 2024	Prepare budget workbooks for County Manager and Board of Commissioners – Final Internal Review by Finance Director-Executive Team	
May 6, 2024 – May 10, 2024	Final proposed budget goes to printer	
May 13, 2024	Ad for availability of proposed budget and June 14, 2024, public hearing sent to newspaper.	
May 21, 2024	Advertise availability of proposed budget and June 14, 2024, public hearing (State Law).	
May 24, 2024	Proposed budget document and budget message transmitted to the Board and posted on website.	
May 31, 2024		Year 2024 Digest provided to Finance for Millage Levy calculations

#B: FY2025 Adopted Calendar (6635 : Transmittal of the FY2024/2025 Recommended Budget Document)

**CHATHAM COUNTY, GEORGIA ADOPTED BUDGET CALENDAR
FISCAL YEAR JULY 1, 2024, THRU JUNE 30, 2025**

DATE	BUDGET ACTIVITY	TAX DIGEST PROCESS
June 3, 2024	Ad for budget adoption sent to paper	Advertisement of 5-year history to newspaper (June 6, 2024, publication as required by State Law).
June 6, 2024		Advertise 1 st and 2 nd Public Hearing on Millage Levy to be held on June 13th at 9:30 a.m. and 6:00 p.m. Advertise year 2024 Tax Digest and 5-year history (at least seven days prior to millage levy as required by State Law - House Bill 66, Act. No. 478). Information on Millage Levy posted on county web site.
June 13, 2024	Board/Department Budget Workshop at 10:00 a.m.	Hold 1 st and 2 nd Public Hearing on Millage Levy - 9:30 a.m. and 6:00 p.m. Advertise 3 rd Public Hearing on Millage Levy to be held on June 28th at 9:30 a.m.
June 14, 2024	Hold public hearing on proposed budget.	
June 17, 2024	Advertise budget adoption	
June 28, 2024	Adoption of FY 2024 / 2025 budget by County Commissioners.	(1) Hold 3 rd Public Hearing on Millage Levy 9:30 a.m. (2) Adoption of Fiscal Year 2024 Chatham County M&O, SSD and Chatham County Area Transit Millage Levy by the County Commissioners.
July 1, 2024	Beginning of Fiscal Year 2024 / 2025. Budget goes into effect.	
July 1, 2024 – September 20, 2024	Prepare and complete 2024/ 2025 budget document.	
July 19, 2024		Adoption of year 2024 Board of Education Millage Levy by County Commissioners
July 19, 2024		Resolutions and forms for digest package to Chairman for signature and forwarded to Board of Assessors
August 1, 2024		Tax Digest to Atlanta
September 1, 2024		State Penalty assessed if digest not submitted to the State.
September 26, 2024	Deadline for submission of adopted budget document for GFOA Award.	

#B: FY2025 Adopted Calendar (6635 : Transmittal of the FY2024/2025 Recommended Budget Document)



AGENDA ITEM: 10.2

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Amy Davis, Finance Director

ISSUE:

Claims vs. Chatham County for the period of May 2, 2024 through May 15, 2024.

STATE OF GEORGIA

COUNTY OF CHATHAM
 IN THE COMMISSIONERS COURT
 IN RE: CLAIMS VS. COUNTY

THE FINANCE DIRECTOR HAS EXAMINED AND APPROVED THE FOLLOWING
 DISBURSEMENTS AGAINST THE COUNTY FOR THE PERIOD, MAY 2, 2024
 THROUGH MAY 15, 2024 AS FOLLOWS:

FUND	AMOUNT
-	-
GENERAL FUND	\$ 5,071,191
CONFISCATED ASSET FUNDS	21,900
STREET PAVINGS	4,644
STREET LIGHTING	0
EMERGENCY TELEPHONE SYS	11,831
FIRE DISTRICT	0
RESTRICTED COURT FEES	25,329
FISCAL RECOVERY	815,599
EMERGENCY RENT	0
CDBG	0
MULTIPLE GRANT FUND	42,468
CHILD SUPPORT ENFORCEMENT	110
HURRICANE MATTHEW	0
HURRICANE IRMA	0

EMERGENCY RENT		0
SPECIAL DISTRICT		224,436
HOTEL MOTEL TAX		0
LAND DISTURBING ACTIVITIES ORDINANCE		0
LAND BANK AUTHORITY		8,750
CAPITAL GRANT FUND		0
CIP FUND		1,591,613
CAPITAL ASSET REPLACEMENT FUND		0
DSA 2020		2,734,234
DEBT SERVICE		
WATER AND SEWER FUND		0
SOLID WASTE FUND		60,888
CURBSIDE PICKUP		31,793
PARKING GARAGE FUND		132
BUILDING SAFETY & REGULATORY		559
FIRE FUND		16,751
COMPUTER REPLACEMENT FUND		383,458
RISK MANAGEMENT FUND		53,918
HEALTH INSURANCE FUND		1,322,308
PENSION		167,668
OPEB		1,320
SALES TAX I		0
SALES TAX II		0
SALES TAX III		188,513
SALES TAX IV		15,771
SALES TAX V		36,925
SALES TAX VI		50,291
SALES TAX VII		<u>1,376,386</u>
GRAND TOTAL - ALL FUNDS	\$	<u>14,258,786</u>

IT IS ORDERED that the Finance Director be and is authorized to pay said claims.

ADOPTED IN OPEN COURT THIS 24TH DAY OF MAY 2024

ATTEST:

CHATHAM COUNTY

Janice Bocook

BY: _____
Chester A. Ellis

Chatham County Commission

Amy Davis	Completed	05/16/2024 1:52 PM
Linda Cramer	Completed	05/16/2024 2:33 PM
Danielle Hillery	Pending	
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM



AGENDA ITEM: 10.3

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board

THRU: Michael A Kaigler, County Manager

FROM: Dennis Jones, Director, CEMA

Anthony Stephens, Director, Facilities Maintenance and Operations

ISSUE:

Request Board approve a Hazard Mitigation Grant Program (HMGP) Award by the Federal Emergency Management Agency (FEMA) for the purpose of purchasing and installing two (2) transfer switches to ensure continuity of critical services to the community. (NOTE: A 10% cost-share or \$9,040 is associated with this grant opportunity.)

BACKGROUND:

FEMA's Hazard Mitigation Grant Program (HMGP) provides funding to local governments to assist with projects that reduce or mitigate future disaster losses. Funding through the HMGP is generally a shared cost between the Federal and local governments.

FACTS AND FINDINGS:

- 1) Generator transfer switches allow for seamless transition from the main power supply to a backup generator during an outage. This is vital for maintaining continuous operations in critical government facilities that cannot afford downtime.
- 2) Sensitive equipment may be damaged by sudden power losses or fluctuations when switching from utility power to generator power. A transfer switch provides a smooth transition, protecting sensitive electronics and ensuring that critical systems, such as communication networks and servers remain operational and uncompromised.
- 3) Generator transfer switches will be purchased and installed at two critical facilities:
 - a. the Pete Liakakis Building, and
 - b. the Chatham County Police Annex.
- 4) Funding under this grant is shared between FEMA (90%) and Chatham County (10%). The total approved cost of this project is \$90,400, with a federal share of \$81,360 and a local share of \$9,040.

BLUEPRINT ALIGNMENT:

Quality of Life – Goal 4 - Provide effective and efficient government services while ensuring processes and procedures are planned and executed with transparency.

FUNDING: Multiple Grant Fund (TBD After Approval) \$81,360
Maintenance Reserves (3553145 – Z - 541300) \$9,040

ALTERNATIVES:

- 1) Board approves to accept the HMGP Award from FEMA for purchasing and installing two transfer switches.
- 2) Board does not approve acceptance of the HMGP Award.

POLICY ANALYSIS: It is consistent with Board policy to review and approve grants for County entities.

RECOMMENDATION: Staff recommends approval of Alternative 1.

#C: 4579-0009 Chatham County Award letter BLANK RSA - UPDATED - AKS

Dennis Jones	Completed	05/16/2024 10:05 AM
FM&O to provide cost share funding codes		
Anthony Stephens	Completed	05/16/2024 1:43 PM
Tara Jennings	Pending	
Robin Panther	Pending	
Vicki Center	Pending	
Linda Cramer	Pending	
Danielle Hillery	Pending	
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM

GEORGIA EMERGENCY MANAGEMENT AND HOMELAND SECURITY AGENCY

BRIAN P. KEMP
GOVERNOR



JAMES C. STALLINGS
DIRECTOR

May 14, 2024

Mr. Michael A. Kaigler
County Manager
Chatham County
124 Bull Street, Suite 220
Savannah, Georgia 31401

Dear Mr. Kaigler:

On behalf of Governor Brian P. Kemp, it is my pleasure to inform you that a Hazard Mitigation Grant Program (HMGP) award has been approved by the Federal Emergency Management Agency. This grant, which has been designated HMGP 4579-0009, will be used to purchase and install two (2) transfer switches to ensure continuity of critical services to the community. The total approved cost is \$90,400.00 with a federal share of \$81,360.00 and a local share of \$9,040.00

Chatham County has requested to only purchase the transfer switches and not the fixed generator.

These funds are subject to the execution of the enclosed Recipient-Subrecipient Agreement. Please sign and return agreement and a fully executed copy will be returned to you later for your files.

Thank you for your commitment to protect Georgia citizens. I appreciate your efforts to ensure that Georgia continues to be a safer place for us to live and raise our families. By working together, we are continuing to reduce the impacts caused by natural hazards. Should you have any questions regarding this grant, please contact Stephen Clark, Hazard Mitigation Manager, at (404) 635-4573.

Sincerely,

Valarie Grooms for,
James C. Stallings

aks/rl

Enclosures

cc: Anthony Stephens, Director

Chatham County Facilities Maintenance

Dennis Jones, Director

Chatham County Emergency Management Agency

Kristen Higgs, Area Coordinator

Georgia Emergency Management and Homeland Security Agency

#C: 4579-0009 Chatham County Award letter BLANK RSA - UPDATED - AKS (6640 : Grant - 2024 HMGP - Xfer Switches)

HAZARD MITIGATION GRANT PROGRAM Recipient-Subrecipient Agreement

On October 29, 2020, the President declared that a major disaster exists in the State of Georgia. This declaration was based on damage resulting from Tropical Storm Zeta. This document is the Recipient-Subrecipient Hazard Mitigation Assistance Agreement for the major disaster, designated FEMA-4579-DR, under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288 as amended by Public Law 100-707, 42 USC 5121 et seq. ("The Act"), in accordance with 44 CFR 206 Subpart N, Hazard Mitigation Grant Program. Under this Agreement, the interests and responsibilities of the Recipient, herein after referred to as the State, will be executed by the Georgia Emergency Management and Homeland Security Agency (GEMA/HS). The individual designated to represent the State is the GEMA/HS Director, the Governor's Authorized Representative. The Subrecipient to this Agreement is CHATHAM COUNTY. The interests and responsibilities of the Subrecipient will be executed by the CHATHAM COUNTY agent, the Subrecipient Authorized Representative.

1. The following Exhibits are attached and made a part of this agreement:

- Exhibit "A": Assurances-Construction Programs, Standard Form 424 D
- Exhibit "B": Project Administration Guidelines: Financial Assistance, Hazard Mitigation Grant Program
- Exhibit "C": Certification regarding Drug-Free Workplace Requirements
- Exhibit "D": Certification regarding Lobbying
- Exhibit "E": Scope of Work
- Exhibit "F": Progress Payment Request Form
- Exhibit "G": Discrimination Complaints and Verification Form
- Exhibit "H": Federal Funding Accountability and Transparency Act Certification

2. Pursuant to Section 404 of the Act, funds are hereby awarded to the Subrecipient on a 90 percent federal cost share basis for the hazard mitigation project(s) described in Exhibit "E". The Subrecipient shall be responsible for the remaining 10 percent share of any costs incurred under Section 404 of the Act and this Agreement. Allowable costs will be governed by 2 CFR Part 200.

3. If the Subrecipient violates any of the conditions of disaster relief assistance under the Act, this Agreement, or applicable federal and state regulations; the State shall notify the Subrecipient that additional financial assistance for the project in which the violation occurred will be withheld until such violation has been corrected to the satisfaction of the State. In addition, the State may also withhold all or any portion of financial assistance which has been or is to be made available to the Subrecipient for other disaster relief projects under the Act, this or other agreements, and applicable federal and state regulations until adequate corrective action is taken.

4. The Subrecipient agrees that federal or state officials and auditors, or their duly authorized representatives may conduct required audits and examinations. The Subrecipient further agrees that they shall have access to any books, documents, papers and records of any recipients of federal disaster assistance and of any persons or entities

which perform any activity which is reimbursed to any extent with federal or state disaster assistance funds distributed under the authority of the Act and this Agreement.

5. The Subrecipient will establish and maintain an active program of nondiscrimination in disaster assistance as outlined in implementing regulations. This program will encompass all Subrecipient actions pursuant to this Agreement.
6. The Subrecipient agrees that the mitigation project contained in this agreement will be completed by CHATHAM COUNTY on or before March 1, 2025. Completion dates may be extended upon justification by the Subrecipient and approval by FEMA and the Governor's Authorized Representative.
7. The written assurances provided by CHATHAM COUNTY pertaining to FEMA's post award approval conditions apply to this Award Agreement and are incorporated by reference.
8. The Subrecipient shall follow Uniform Administrative Requirements for awards found in 2 CFR Part 200 and FEMA HMA (Hazard Mitigation Assistance) program guidance to implement this award.
9. There shall be no changes to this Agreement unless mutually agreed upon, in writing, by both parties to the Agreement.

Governor's Authorized
Representative

Subrecipient's Authorized
Representative

Date

Date

#C: 4579-0009 Chatham County Award letter BLANK RSA - UPDATED - AKS (6640 : Grant - 2024 HMGP - Xfer Switches)

EXHIBIT "A"

**COVER PAGE FOR CURRENT
ASSURANCES- CONSTRUCTION PROGRAMS**

#C: 4579-0009 Chatham County Award letter BLANK RSA - UPDATED - AKS (6640 : Grant - 2024 HMGP - Xfer Switches)

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.





PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

- 11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
- 12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- 13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
- 14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
- 16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
- 18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
- 19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
- 20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE 
APPLICANT ORGANIZATION 	DATE SUBMITTED 

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EXHIBIT “B”
GEORGIA EMERGENCY MANAGEMENT
and HOMELAND SECURITY AGENCY
Hazard Mitigation Grant Program
Project Administration Guidelines: Financial Assistance

This fact sheet provides a synopsis of information contained in the Recipient-Subrecipient Agreement and other applicable documents. Its purpose is to provide general guidelines for efficient and timely Hazard Mitigation Grant Program project administration.

1. Project Identification – The Federal Emergency Management Agency (FEMA) has assigned project number HMGP 4579-0009 to this project. Please reference this number in all correspondence, as doing so will greatly assist us in processing any actions for this project.
2. Documentation – You must keep full documentation to get maximum payment for project related expenditures. Documentation will be required as part of the approved Hazard Mitigation Grant Program project file. Documentation consists of:
 - A. Recipient-Subrecipient Agreement
 - B. Copies of checks, vouchers or ledger statements
 - C. Contracts awarded
 - D. Invoices or other billing documents
 - E. Progress reports
 - F. Record of advance or progress payments (where applicable)
3. Funding – Cost sharing has been established at 90% federal and 10% applicant.
4. Debarred and Suspended Parties – You must not make any award or permit any award (subaward or contract) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, “Debarment and Suspension”.
5. Procurement Standards – You may use your own procurement procedures, which reflect applicable State and local laws and regulations, provided that the procurements conform to applicable Federal laws and standards. Below is a summary of key procurement standards that a Subrecipient should incorporate as discussed in 2 CFR Sections 200.318 to 200.326.
 - A. Conflict of Interest Policy – The Subrecipient must maintain written standards of conduct covering conflicts of interest and governing the performance of its employees engaged in the selection, award, and administration of contracts as required in 2 CFR Section 200.318.

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- B. Procurement – Perform procurement transactions in a manner providing full and open completion. Contracts and Procurements must be of reasonable cost, generally must be competitively bid, and must comply with Federal, State, and local procurement standards. FEMA finds five methods of procurement acceptable:
 - 1) Micro-purchase procedures: an informal method for securing services or supplies that do not cost more than \$10,000. Micro-purchases may be awarded without soliciting competitive quotes if the Subrecipient considers the price to be reasonable.
 - 2) Small purchase procedures: an informal method for securing services or supplies that do not cost more than \$250,000 by obtaining several price quotes from different sources.
 - 3) Sealed bids: a formal method where bids are publicly advertised and solicited, and the contract is awarded to the responsive bidder whose proposal is the lowest in price.
 - 4) Competitive proposals: a method similar to sealed bid procurement in which contracts are awarded on the basis of contractor qualifications instead of on price.
 - 5) Non-competitive proposals: a method whereby a proposal is received from only one source, because the item is available only from a single source; there is an emergency requirement that will not permit delay.
 - C. Maintain sufficient records to detail the significant history of procurement. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement, selection of contract type, and contractor selection or rejection.
 - D. Take affirmative steps to assure the use of small and minority firms, women’s business enterprises, and labor surplus area firms when possible.
 - E. Include specific provisions in Subrecipient’s contracts to allow changes, remedies, changed conditions, access and records retention, suspension of work and other clauses approved by the Office of Federal Procurement Policy.
6. Payments
- A. Progress Payments
 - 1) When progress payments are desired, you must submit a written request (on provided form at Exhibit “F”) and provide supporting documentation, such as an invoice and copies of check.
 - a. The first expenditure report is due by February 1, 2025, which is within 12 months of the FEMA award date. Subsequent expenditure reports are due annually or more

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frequently as needed.

- 2) The Hazard Mitigation Risk Reduction Specialist reviews the request and supporting documentation. The Hazard Mitigation Manager reviews and approves or denies the request.
- 3) If the request is denied, the Hazard Mitigation Manager will inform you in writing that additional documentation is required to support the request.
- 4) If the request is approved, the Hazard Mitigation Manager will authorize payment of the requested amount.
- 5) Quarterly report submissions must be current in order to receive progress payments.

B. Advance Payments – Advance payments will be made on an exception basis only.

7. Subrecipient Performance – The scope of work (see Exhibit “E”) must be initiated within 90 days of this award notification.

- A. If documentation, inspections or other reviews reveal problems in performance of the scope of work, the Hazard Mitigation Manager will inform you in writing of the deficiencies.
- B. In addition, the State may also withhold all or any portion of financial assistance which has been made available under this agreement until adequate corrective action is taken.

8. Award Expiration Date

- A. The award expiration date runs through March 1, 2025, and has been established based on project milestones established by the applicant in their application. The award expiration date is the time during which the Subrecipient is expected to complete the scope of work. You may not expend FEMA or state funds beyond this date. All costs must be submitted for reimbursement within 60 days of the end of the award expiration date.
- B. Requests for time extensions to the Award Expiration Date will be considered but will not be granted automatically. A written request must be submitted to the Hazard Mitigation Manager with an explanation of the reason or reasons for the delay. Without justification, extension requests will not be processed. Extensions will not be granted if the Subrecipient has any overdue quarterly progress reports. If an extension is requested, it must be received 90 days prior to the award expiration date. When fully justified, the State Hazard Mitigation Manager may extend the award expiration date.

9. Project Termination

- A. The Recipient, Subrecipient, or FEMA may terminate award agreements upon giving written notice to the other party at least seven (7) calendar days prior to the effective date of the termination. All notices are to be transmitted via registered or certified mail.
- B. The Subrecipient’s authority to incur new costs will be terminated upon the date of receipt of the notice or the date set forth in the notice. Any costs incurred prior to the date of the receipt of the notice or the date of termination set forth in the notice will be negotiated for final payment. Close out of the award will commence and be processed as prescribed under final inspection procedures described in this Recipient-Subrecipient Agreement.

10. Environmental and Historic Preservation Conditions

- A. The following Environmental Project Conditions must be followed to ensure the project remains in compliance through implementation:
 - 1) Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders. This review did not address all federal, state, and local requirements. Acceptance of federal funding requires Recipients to comply with all federal, state, and local laws. Failure to obtain all appropriate federal, state, and local environmental permits and clearances may jeopardize federal funding.
 - 2) If ground-disturbing activities occur during construction or demolition, Subrecipient will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.

11. Equipment/Supplies – The Subrecipient must comply with the regulations listed in 2 CFR 200.313 Equipment, 200.314 Supplies, and must be in compliance with state laws and procedures.

12. Award Modifications

- A. Any award modifications, including deviation from the approved scope of work or budget, must be submitted in writing for approval prior to implementation. Award Modifications include:
 - 1) Any revision which would result in the need for additional funding.
 - 2) Transfers between budget categories.

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- B. The Subrecipient shall follow prior approval requirements for budget revisions found in 2 CFR 200.308. Transfer of funds between total direct cost categories in the approved budget shall receive the prior approval of FEMA when such cumulative transfers among those direct cost categories exceed ten percent of the total budget.
13. Appeals – You may submit an appeal on any item related to award assistance. Appeals must be submitted to the State Hazard Mitigation Manager within 90 days of the action which is being appealed.
14. Progress Reports
- A. Quarterly progress reports are required. The report will be supplied to you by GEMA/HS on a quarterly basis for your completion.
 - B. The initial progress report will cover the period through June 30, 2024. It must be submitted no later than July 15, 2024.
 - C. Subsequent reports must be filed by you within fifteen days after the end of each calendar quarter (March 31, June 30, September 30, and December 31).
15. Interim Inspections – Interim inspections may be conducted by GEMA/HS staff and/or FEMA staff.
16. Project Closeout
- A. When all work has been completed, you must notify your Hazard Mitigation Risk Reduction Specialist in writing to request project closeout.
 - B. A desk review will be conducted by your Hazard Mitigation Risk Reduction Specialist.
17. Audits – If you receive \$750,000 or more in federal assistance from all federal sources, not just this award, during your fiscal year, you are responsible for having an audit conducted as prescribed by the Single Audit Act and sending a copy to the Georgia Department of Audits and Accounts. Mail reports to:

Department of Audits and Accounts
Non-Profit and Local Government Audits
270 Washington Street, SW, Room 1-156
Atlanta, Georgia 30334-8400

If you need additional information or assistance, contact the GEMA/HS Hazard Mitigation Program at (404) 635-7522 or 1-800-TRY-GEMA.

EXHIBIT "C"

Certification Regarding Drug Free Workplace Requirements

This certification is required by the regulations implementing the Drug-Free Workplace Act of 1988, 2 CFR Part 3001. The regulations require certification by Subrecipients, prior to award, that they will maintain a drug-free workplace. The certification set out below is a material representation of fact upon which reliance will be placed when the agency determines to grant the award. False certification or violation of the certification shall be grounds for suspension of payments,

A. The Subrecipient certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Recipient and Subrecipient's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an ongoing drug-free awareness program to inform employees about--

- (1) The dangers of drug abuse in the workplace;
- (2) The Recipient's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the award, the employee will--

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency in writing within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position and title, to every award officer or other designee on whose award activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected award;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, 29 U.S.C. § 701 et seq.; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

EXHIBIT "D"

CERTIFICATION REGARDING LOBBYING
Certification For Contracts, Awards, Loans, and Cooperative Agreements

This certification is required by the regulations implementing the New Restrictions on Lobbying, 44 CFR Part 18. The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal award, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, award, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, award, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, sub awards, and contracts under awards, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Subrecipient's Authorized Representative

_____ Date

EXHIBIT “E”
SCOPE OF WORK

Chatham County will install two (2) transfer switches.

Shown below is the funding level and scope of work for the Hazard Mitigation Grant Program project for CHATHAM COUNTY. Any changes to this spreadsheet MUST RECEIVE PRIOR APPROVAL FROM GEMA/HS and will be maintained by GEMA/HS and shall supersede all previous versions.

Location	Shipping and Installation	Generator	Facility Transfer Switch and connections	Total Project Costs	FEMA Share	Local
Pete Liakakis Bldg Transfer switch			\$53,000.00	\$53,000	\$47,700	\$5,300
Police Annex Transfer switch			\$37,400.00	\$37,400	\$33,660	\$3,740
Total:	\$0	\$0	\$90,400	\$90,400	\$81,360	\$9,040

Generator Size and Location Lat/Long:

Transfer Switch Pete Liakakis Building
 222 West Oglethorpe Ave.
 Savannah, Georgia 31401
 32.0779, 81.0955

Transfer Switch Police Annex
 295 Police Memorial Drive
 Savannah, Georgia 31405
 32.0594, -81.1676

The following conditions apply:

Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.

This review does not address all federal, state, and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state, and local laws. Failure to obtain all appropriate federal, state, and local environmental permits and clearances may jeopardize federal funding.

If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.

EXHIBIT “G”

**DISCRIMINATION COMPLAINTS AND
VERIFICATION FORM**

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THE GEORGIA EMERGENCY MANAGEMENT AND HOMELAND SECURITY AGENCY

Language Access Plan 2022

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Purpose

The intent of this Language Access Plan (the Plan) is to ensure the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) is prepared to address its responsibilities as a recipient of Federal Financial Assistance as they relate to the needs of individuals with limited English language skills. The Plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 200d, *et seq.*, and Executive Order 13166, to follow when providing services to, or interacting with, individuals who have limited English proficiency (LEP). Following these guidelines is essential to the success of our mission to protect life and property against man-made and natural disasters by directing the State's efforts in the areas of prevention, preparedness, mitigation, response, and recovery.

GEMA/HS is a recipient of federal funds for a portion of its programs and, thus, obligated to reduce language barriers that can preclude Meaningful Access by LEP persons to GEMA/HS programs and GEMA/HS' Subrecipients' programs. GEMA/HS has prepared this Language Access Plan, which defines the actions to be taken to ensure Meaningful Access to Agency services, programs, and activities on the part of persons who have LEP.

Authority

Title VI of the Civil Rights Act of 1964

Section 601 of Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, provides that no person shall "on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal Financial Assistance."

Section 602 authorizes and directs federal agencies that are empowered to extend Federal Financial Assistance to any program or activity "to effectuate the provisions of [section 601] * * * by issuing rules, regulations, or orders of general applicability." 42 U.S.C. 2000d-1.

Executive Order 13166

Executive Order 13166, entitled "Improving Access to Services for Persons with Limited English Proficiency," authorizes the implementation of regulations afforded by Title VI of the Civil Rights Act of 1964. Executive Order 13166 ensures LEP persons have Meaningful Access to federally conducted and funded programs and activities. This protection requires that LEP persons be provided an equal opportunity to benefit from services that are normally provided in English. Executive Order 13166 requires that federal agencies create plans for ensuring that their own activities also provide Meaningful Access for persons who are LEP.

Definitions

Beneficiary: The ultimate consumer of federally funded programs who receives benefits from a federally funded recipient.

Bilingual: A person competent in two languages in equal aptitude in either oral or written form is considered bilingual.

Customer: Any individual or organization communicating with a GEMA/HS program.

GEMA/HS LAP Coordinator: GEMA/HS employees that collectively work together as the LAP Coordinator.

Federal Financial Assistance: Grants, loans, and advances of federal funds, the grant or donation of federal property and interests in property, or any other assistance as specified in 24 CFR Part I § 1.2(e).

Focus Languages: Languages, specifically Chinese, Korean, Spanish, and Vietnamese, identified through the Four-Factor Analysis as having a sufficient level of prevalence amongst LEP individuals in Georgia to warrant statewide efforts for written translations of vital documents.

Interpretation: The act of listening to a communication in one language (source language) and orally converting it to another language (target language) while retaining the same meaning.

Language Access Plan (LAP): A written implementation plan that addresses identified needs of the LEP persons served.

Language Assistance Services: Oral and written language services needed to assist LEP individuals to communicate effectively with staff, and to provide LEP individuals with Meaningful Access to, and an equal opportunity to participate fully in, the services, activities, or other programs administered by GEMA/HS.

Limited English Proficient (LEP) Individuals: Individuals who do not speak English as their primary language and who have a limited ability to read, write, speak, or understand English because of their national origin. For purposes of Title VI and the LEP Guidance, persons may be entitled to language assistance with respect to a particular service, benefit, or encounter. (HUD LEP Guidance). LEP individuals may be competent in English for certain types of communication (e.g., speaking or understanding), but still demonstrate LEP for other purposes (e.g., reading or writing).

Meaningful Access: LEP individuals' accurate, timely, and effective participation in, or benefit from, federally funded programs that is meaningfully equivalent to that of non-LEP individuals, at no cost to the LEP individual.

Multilingual staff or employee: A staff person or employee who has demonstrated fluency in English and reading, writing, speaking, or understanding at least one other language as authorized by his or her Division.

Primary Language: An individual's primary language is the language in which an individual most effectively communicates.

Recipient: Qualified applicants in compliance with 24 CFR §1.2(f) who are awarded Federal Financial Assistance. The Voluntary Compliance Agreement defines Recipient as "the meaning specified at 24 CFR §1.2(0)." 24 CFR §1.2(f) defines Recipient as "any State, political subdivision of any State, or instrumentality of any State or political subdivision, any public or private agency, institution, organization, or other entity, or any individual, in any State, to whom Federal Financial Assistance is extended, directly or through another recipient, for any program or activity, or who otherwise participates in carrying out such program or activity (such as a redeveloper in the Urban Renewal Program), including any successor, assign, or transferee thereof, but such term does not include any ultimate beneficiary under any such program or activity."

Subrecipient: Any public or private agency, institution, organization, or other entity to whom Federal Financial Assistance is extended, through GEMA/HS for any program or activity, or who otherwise participates in carrying out such program or activity, but such term does not include any Beneficiary under any such program.

Translation: The replacement of written text from one language (source language) into an equivalent written text in another language (target language).

Policy

GEMA/HS complies with all federal statutes and regulations in the administration of federally funded programs. Through the Plan, GEMA/HS will take timely and reasonable steps to provide LEP persons with Meaningful Access to programs and activities conducted by GEMA/HS and its Subrecipients. Access to GEMA/HS programs and services should not be impeded as a result of an individual's inability to speak, read, write, or understand English. GEMA/HS will review and update its LEP Four-Factor Analysis at least every five years.

The Plan requires communication of information contained in vital documents involving emergency services to all people in the state of Georgia. All interpreters, translators, and other aids needed to comply with the Plan shall be provided without cost to the person being served and will be informed of the availability of such assistance free of charge. Language assistance will be provided through the use of competent bilingual interpreters, contracts, or formal arrangements with local organizations providing interpretation or translation services, or technology and telephonic interpretation services. All GEMA/HS employees will be provided notice of the Plan, and GEMA/HS employees that may have direct contact with LEP individuals will be trained in effective communication techniques, including the effective use of an interpreter.

GEMA/HS will train staff, contractors, and Subrecipient administrators (program administrators who are expected to conduct a Four-Factor Analysis and other efforts described within this LAP), and local government officials on procedures to implement and continuously monitor and evaluate the implementation of LAPs in the state of Georgia.

Pursuant to the requirements of Title VI, Subrecipients of federal funds received through an administration grant/award made by GEMA/HS are also required to make reasonable efforts to provide timely, Meaningful Access for LEP persons to programs and activities. In order to do so, Subrecipients should first conduct an assessment to determine the need for language assistance within their service area. This is accomplished by conducting the Four-Factor Analysis, which is described in the Plan. After completion of the Four-Factor Analysis, the Subrecipients will understand the languages spoken by LEP persons in their service area and can determine how to provide needed language assistance.

Based upon the findings of the Four-Factor Analysis, and when deemed necessary, the Sub-Recipients should prepare a Language Access Plan addressing the Subrecipient's plan for ensuring Meaningful Access to programs and activities for LEP persons. A Subrecipient may conclude that different language assistance measures are sufficient for the different types of programs or activities in which it engages. For instance, a Subrecipient may determine that certain activities are more important and/or have greater impact on or contact with LEP persons, and thus such programs or activities require enhanced language assistance.

Subrecipients are also required to select an individual responsible for coordination of LEP compliance, train staff involved in programs and activities on LEP requirements, keep records of assistance provided and actions taken, and update the Four-Factor Analysis and LAP, as needed. GEMA/HS will monitor all Subrecipients to ensure LEP individuals receive Meaningful Access to GEMA/HS federally funded programs.

Four Factor Analysis

In developing the Plan, GEMA/HS used the Four Factor LEP analysis, which considers the following:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by GEMA/HS programs, activities, or services in the state of Georgia;
2. The frequency with which LEP individuals come in contact with GEMA/HS programs, activities or services;
3. The nature and importance of the program, activity or service provided to the LEP population; and
4. The resources available to GEMA/HS and the overall cost to provide assistance.

Factor 1: Number or proportion of LEP persons eligible to be served or likely to be encountered by GEMA/HS programs, activities, or services.

GEMA/HS used the U.S. Census Bureau’s American Community Survey (ACS), 2020: ACS 5-Year Estimates Data Profile of Georgia to determine the number of LEP persons throughout the State. Based on the data provided, GEMA/HS considers individuals who speak English less than “very well” as LEP persons. According to the ACS data, the state of Georgia has a total population of 9,864,494 persons five years old and older. Of the 9,864,494 persons, the ACS estimates that 536,491 persons or 5.44 percent of the State’s population are LEP.

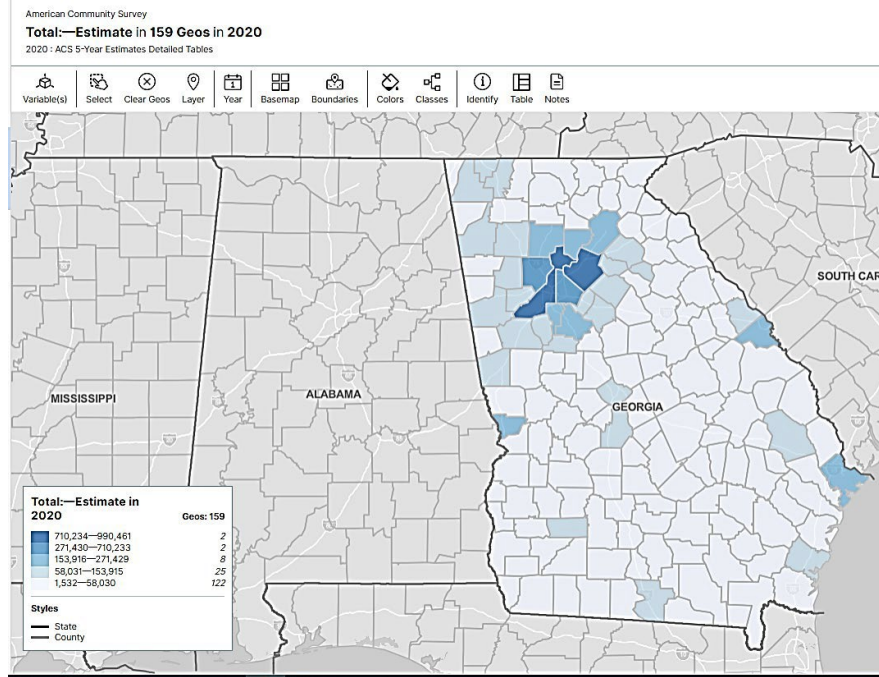
MOST COMMON LANGUAGES SPOKEN AT HOME

	Total Number of speakers	Number who speak English less than “very well”	Percent of total population who speak English less than “very well”
Total population 5 years and over	9,864,494	536,491	5.44%
Spanish	781,103	332,566	3.37%
Korean	47,879	24,252	0.25%
Vietnamese	52,832	32,588	0.33%
Chinese (incl. Mandarin, Cantonese)	51,251	25,814	0.26%
Arabic	20,010	6,025	0.06%
French, Haitian, or Cajun	53,999	11,186	0.11%
German or other West Germanic languages	27,898	3,488	.04%
Russian, Polish, or other Slavic languages	28,301	9,171	

Source: U.S. Census Bureau, 2020 American Community Survey (Table C16001 5 year estimate)

2020 ACS 5-Year Estimates Detailed Tables for 159 Counties in Georgia

Languages Spoken at Home for the Population 5 Years and Over



Source: [U.S. Census Bureau, 2020 American Community Survey \(Table C16001 5 year estimate\)](#)

COUNTIES WITH HIGHEST CONCENTRATION OF LEP PERSONS

	Total population (>age 5)	LEP population (number)	LEP population (percent)
Georgia	9,864,494	536,491	5.44%
Fulton County	990,461	49,465	5.00%
Gwinnett County	865,453	133,239	15.40%
DeKalb County	702,759	58,543	8.33%
Cobb County	710,233	49,527	6.97%
Muscogee County	181,372	4,258	2.35%
Chatham County	271,429	9,517	3.50%
Hall County	188,380	24,750	13.14%
Cherokee County	238,875	11,768	4.93%
Henry County	216,771	8,038	3.71%
Clayton County	265,889	24,413	9.18%
Richmond County	188,446	3,767	2.00%
Bartow County	99,540	3,219	3.23%
Forsyth County	222,422	13,626	6.13%
Floyd County	91,953	4,632	5.04%
Paulding County	153,915	2,823	1.83%

Coweta County	137,185	4,339	3.16%
Douglas County	136,211	6,480	4.76%
Troup County	65,591	1,186	1.81%
Rockdale County	84,942	4,714	5.55%
Walton County	87,651	1,694	1.93%
Jackson County	65,919	2,223	3.37%
Barrow County	75,774	4,407	5.82%
Clarke County	120,443	5,949	4.94%
Fayette County	108,463	3,994	3.68%
Spalding County	61,990	851	1.37%
Newton County	102,864	2,202	2.14%
Carroll County	111,220	3,567	3.21%
Lowndes County	108,509	2,127	1.96%
Dougherty County	82,900	1,076	1.30%
Glynn County	80,176	2,437	3.04%
Bulloch County	73,268	1,306	1.78%
Walker County	65,478	403	0.62%
Whitfield County	97,331	13,367	13.73%
Catoosa County	63,441	939	1.48%
Columbia County	144,458	4,931	3.41%
Bibb County	142,913	2,909	2.03%
Houston County	145,032	4,365	3.01%

Factor 2: Frequency with which LEP individuals come in contact with programs, activities, or services.

GEMA/HS is the lead agency when disasters strike, meaning that GEMA/HS employees are at the front line of responding to emergencies and coordinating preparedness and recovery efforts. GEMA/HS directs the recovery efforts by the State and helps connect locals to the nonprofit organizations that want to offer assistance. Many of these organizations provide emergency housing and shelter, access to transportation, food banks, childcare services, and public health programs, as well as long-term housing and support. Therefore, as the leaders of recovery efforts, our Agency is responsible for properly understanding the needs of the community and making sure the necessary resources are being deployed. To accomplish this function, GEMA/HS employees must have resources available to communicate with the population in need by having interpreter services readily available. Therefore, any information GEMA/HS posts regarding Federal Financial Assistance must be disseminated and accessible to diverse racial, ethnic, and LEP populations.

GEMA/HS encourages all Subrecipients, organizations, and community leaders to regularly engage with the communities they serve, especially those that are LEP. GEMA/HS' goal is to foster relationships with community-based organizations and local service offices, like legal aid,

which have a more established relationship with undeserved communities, like LEP persons, to disseminate resources and information.

GEMA/HS anticipates increased contact with LEP persons as natural disasters become more prevalent, emergency situations more frequently arise, and the minority populations within the state of Georgia continues to grow. Given this likely outcome, GEMA/HS must make all necessary preparations to develop products that non-English speakers can read and understand.

Factor 3: The nature and importance of the program, activity or service provided to the LEP population.

In general, after a disaster the affected constituency relies heavily on GEMA/HS to lead them to resources, programs, and benefits. GEMA/HS must ensure LEP persons have equitable contact with these resources, programs, and benefits. Therefore, during post-disaster recovery GEMA/HS will work with the hired consultant to encourage affected counties to identify language services during the planning process so that LEP persons in concentrated areas of a county are not experiencing denial or delay of access to services.

Factor 4: The resources available to GEMA/HS and the overall cost to provide assistance.

GEMA/HS will take all reasonable steps to ensure Meaningful Access to LEP persons when preparing and planning for disaster events and after such events occur. Reasonable steps include working with local LEP community organizations, key stakeholders, and other government agencies to assist with language assistance. GEMA/HS will also leverage existing relationships with community organizations, including faith-based service groups, community associations, and service nonprofits in GA Voluntary Organizations Active in Disaster.

GEMA/HS will maintain LEP maps so that the Agency is consistently updating language materials that reflect the most prevalent languages spoken in areas affected by disasters. The Agency intends to research ethnic centers and venues diverse communities visit so that recovery and benefit information reaches LEP populations. GMA/HS will utilize its public platforms to post guidance and public service announcements in non-English languages.

Before, during, and after a disaster, GEMA/HS will coordinate with non-English media—in TV, print, and radio, as well as through online platforms and social media—to assist with sharing information to LEP populations.

Complaint Procedures

An employee, client, customer, program participant, or consumer of GEMA/HS or of a GEMA/HS Subrecipient may submit an LEP complaint concerning the implementation or administration of any GEMA/HS program, activity, or service. Any such individual has the right, and is encouraged, to file a written complaint with the Federal Emergency Management Agency’s (FEMA) Office of Equal Rights (OER), the DHS’s Office for Civil Rights and Civil Liberties (CRCL), or GEMA/HS.

1. If the complaint involves FEMA programs and activities, and programs and activities conducted by FEMA grant recipients, the complaint may be sent directly to FEMA OER by calling FEMA at 202-212-3535 and press 1 for Civil Rights, sending an email to FEMACivilRightsOffice@fema.dhs.gov, or by sending a written explanation to the FEMA OER.

The written explanation should be sent to:

FEMA's Office of Equal Rights
 Civil Rights Section
 500 C Street, SW
 Room 4SW-0915
 Washington, D.C. 20472

2. LEP complaints can also be sent to the DHS's Office for CRCL. There are three submission methods available. One method for submitting the complaint is via email: CRCLCompliance@hq.dhs.gov. A second available method is fax: 202-401-4708. The complaint may also be sent via mail to the following address:

U.S. Department of Homeland Security
 Office for Civil Rights and Civil Liberties
 Compliance Branch
 245 Murray Lane, SW
 Building 410, Mail Stop #0190
 Washington, D.C. 20528

3. Additionally, LEP complaints can be sent directly to GEMA/HS. A complaint form can be downloaded from GEMA/HS' website and submitted by email to: language.access.coordinator@gema.ga.gov.

The completed form may also be sent to:

The Georgia Emergency Management and Homeland Security Agency
 Language Access Coordinator
 935 United Avenue SE
 Atlanta, Georgia 30316

Language Assistance and Interpretation Services

GEMA/HS will improve its ability to identify LEP persons needing language assistance by:

1. Posting notice of the Plan and the availability of interpretation or translation services free of charge in languages LEP persons would understand at initial points of contact. GEMA/HS will display the language identification "I SPEAK" cards in all GEMA/HS offices and when traveling to any county or city when responding to an emergency or disaster.

2. All GEMA/HS field coordinators and front-facing staff will also be provided with “I Speak” cards to assist in identifying the language interpretation needed if the occasion arises.
3. All city staff will be informally surveyed periodically on their experience and frequency concerning any contacts with LEP persons during the previous year.

GEMA/HS will provide an opportunity for LEP persons to request an interpreter. Qualified foreign language interpreters will be provided by GEMA/HS, as needed. Whether or not an interpreter is used, there will always be information sheets available at headquarters, incident command centers, and at any point of contact GEMA/HS has with the community. These information sheets should always include questions and answers concerning the need for an interpreter. GEMA/HS will maintain a list of qualified interpreters or companies it contracts with to provide such interpreters. A qualified interpreter, which may include GEMA/HS personnel, means an interpreter who can interpret effectively, accurately, and impartially, using any specialized vocabulary.

Training

1. GEMA/HS will provide periodic training for all employees regarding:
 - a. Implementing the Plan’s procedures;
 - b. Understanding the requirements of Title VI of the Civil Rights Act, Executive Order 13166, and updates to federal guidance on LEP;
 - c. Locating and contacting language assistance services for GEMA/HS programs and Subrecipients’ programs, as needed;
 - d. Using “I Speak” cards and training Subrecipients to use them;
 - e. Preparing and testing communication strategies to ensure evacuation announcements and critical communications reach LEP populations;
 - f. Recording and responding to LEP complaints; and
 - g. Researching and updating population information so that GEMA/HS can best serve the current Georgia population.
2. GEMA/HS will facilitate LEP training for Subrecipients. Such training may be arranged:
 - a. In conjunction with grant management training;

- b. Online through the GEMA/HS website;
- c. At the request of the Subrecipient; or
- d. As a result of a grant program review.

Notification

GEMA/HS will post the Plan on the GEMA/HS website to notify all interested parties of the appropriate procedures for addressing complaints of discrimination concerning the implementation or administration of any program, activity, or service receiving Federal Financial Assistance from FEMA or DHS.

Complaint Procedures

GEMA/HS Procedures for Processing Complaint

1. A group of GEMA/HS employees will collectively act as the Language Access Coordinator for processing complaints made by individuals who believe they have been denied the benefits associated with this Plan.
2. If an employee, client, customer, program participant, or consumer of GEMA/HS or of a GEMA/HS Subrecipient contacts a GEMA/HS employee and wishes to file a complaint against GEMA/HS or a GEMA/HS Subrecipient concerning the implementation or administration of GEMA/HS any program, activity, or service involving the benefits of the Plan, the GEMA/HS employee shall instruct the complainant to file the complaint in writing, in accordance with the procedures above.
3. Any GEMA/HS employee receiving such a complaint submitted directly to GEMA/HS, and any GEMA/HS employee wishing to submit such a complaint directly to GEMA/HS, shall route it to the Language Access Coordinator. If the complaint is against an employee of GEMA/HS, the complaint shall be forwarded to the Language Access Coordinator.
4. For any complaint received by the Language Access Coordinator that is submitted directly to GEMA/HS, the Language Access Coordinator shall provide written acknowledgment of the complaint to the complainant.
5. The Language Access Coordinator shall refer the complaint to the appropriate entity, which may include the Georgia Office of the Attorney General, the OER, or the CRCL. If the Georgia Office of the Attorney General either is the agency about which the complaint is filed or has a conflict, the complaint shall be referred to the OER or CRCL, as appropriate.

6. Notwithstanding paragraph 5, for any LEP complaint concerning the implementation or administration of any program, activity, or service receiving Federal Financial Assistance from FEMA or DHS, GEMA/HS shall notify the OER or CRCL, as appropriate, in writing of the following:
 - a. Name of complainant;
 - b. Entity named in the complaint;
 - c. Description of the LEP complaint;
 - d. Steps being undertaken to investigate and resolve complaint; and
 - e. Interpretation resources to address the information or benefits the LEP person needed but did not receive.

In addition, GEMA/HS shall notify the complainant that they may file a complaint directly with the OER or CRCL, as appropriate, at the following address or using one of the electronic submission methods described above:

FEMA's Office of Equal Rights
 Civil Rights Section
 500 C Street, SW
 Room 4SW-0915
 Washington, D.C. 20472

U.S. Department of Homeland Security
 Office for Civil Rights and Civil Liberties
 Compliance Branch
 245 Murray Lane, SW
 Building 410, Mail Stop #0190
 Washington, D.C. 20528

Monitoring Language Needs and Implementation

GEMA/HS will continuously monitor and track changes in LEP populations, including what regions might require new language training services and what non-English languages are increasing throughout the population of Georgia. As part of a grant program review, GEMA/HS staff will review the Subrecipients' procedures for adequately providing language assistance to LEP persons. If the procedures do not exist, or are found to need improvement, GEMA/HS staff will send those findings to Subrecipient. At a minimum, the Subrecipient's response procedures should include:

- a. Acknowledge complaint receipt to complainant in writing;
- b. Indicate which external agency the complaint is forwarded to for investigation;
- c. Comply with the appropriate timeframe by which to forward complaint;
- d. Notify GEMA/HS of complaint; and

- e. Notify complainant that a complaint of discrimination may be filed directly with the OER, CRCL, or GEMA/HS, and where to locate those procedures.

Additional Resources:

- **Georgia Department of Human Services (DHS)**
 Contact the Limited English Proficiency / Sensory Impairment (LEP/SI) Program
 Fax: (404) 657-1123
 lepsi@dhs.ga.gov
 2 Peachtree Street N.W.
 Suite 29-103
 Atlanta, GA 30303

- **Georgia Department of Community Affairs**
 Attn: Christy Barnes, DCA LAP Coordinator
 DCA 504 Coordinator
 60 Executive Park South, N.E.
 Atlanta, Georgia 30329-2231
 fairhousing@dca.ga.gov
 404-679-5291
https://www.dca.ga.gov/sites/default/files/dca_lap.pdf

- **iSpeak ATL**
<https://www.welcomingatlanta.com/ispeakatl/>
 Mayor's Office of Immigrant Affairs
 Suite 2400
 55 Trinity Ave SE
 Atlanta GA 303016
 Email: ispeakATL@atlantaga.gov

- Interpreters Unlimited (In person only – 800-726-9891)
- Language Line Services (Telephonic or recording – 800-752-6096)
- LATN, Inc. (In-person or telephonic – 800-943-5286)
- Peach State Health Plan Interpreter & Translation Services
- Contractor Listing for Translation and Interpretation Services
- Contractor Listing for Linguistic Training and Education Services
- American Association of Language Specialists
- American Translators Association
- Federal LEP Website

Appendix 1: I Speak Card

A
Amharic አኔ አማራጅ ነው ምናረው.
Arabic أنا أتحدث اللغة العربية
Armenian Ես խոսում եմ հայերեն

B
Bengali আমি বাংলা কথা বলতে পারি
Bosnian Ja govorim bosanski
Bulgarian Аз говоря български
Burmese ဝန်ဆောင်ခံရန် မြန်မာလို စဉ်ဆက်မပြတ်

C
Cambodian ខ្ញុំនិយាយភាសាខ្មែរ
Cantonese 我講廣東話 (Traditional)
我讲广东话 (Simplified)
Catalan Parlo català
Croatian Govorim hrvatski
Czech Mluvim česky

D
Danish Jeg talar dansk
Dari من دری حرف می زنم
Dutch Ik spreek het Nederlands

E
Estonian Ma räägin eesti keelt

F
Finnish Puhun suomea
French Je parle français

G
German Ich spreche Deutsch
Greek Μιλώ τα ελληνικά
Gujarati હું ગુજરાતી બોલુ છું

H
Haitian Creole M pale kreyòl ayisyen
Hebrew אני מדבר עברית
Hindi मैं हिंदी बोलता हूँ।
Hmong Kuv has lug Moob
Hungarian Beszélék magyarul

I
Icelandic Ég tala íslensku
Ilocano Agsazank ti Ilokano
Indonesian saya bisa berbahasa Indonesia
Italian Parlo italiano

J
Japanese 私は日本語を話す

K
Kacchiquel Qim chagñic ká chàba! ruim'ni
Korean 한국어 합니다
Kurdish min Kurdi zamin
Kurmancî min Kurmanjî zamin

L
Laotian ຂ້ອຍປາກົດພາສາລາວ
Latvian Es runāju latviski
Lithuanian Aš kalbu lietuviškai

M
Mam Bân chhiyola tuj kiyol mam
Mandarin 我講國語/普通話 (Traditional)
我讲国语/普通话 (Simplified)
Mon ខ្ញុំ ប្រើ ភាសា ខ្មែរ

N
Norwegian Jeg snakker norsk

P
Persian من فارسی صحبت می کنم.
Polish Mówię po polsku
Portuguese Eu falo português do Brasil (for Brazil)
Eu falo português de Portugal (for Portugal)
Punjabi ਮੈਂ ਪੰਜਾਬੀ ਬੋਲਦਾ/ਬੋਲਦੀ ਹਾਂ।

Q
Qanjobal Ayin ti chí wá! q' anjob' al
Queche In binch'aw k'un ch'e' quiche

R
Romanian Vorbesc românește
Russian Я говорю по-русски

S
Serbian Ja govorim srpski
Sign Language

Slovak Hovorím po slovensky
Slovenian Govorim slovensko
Somali Waxaan ku hadlaa af-Soomaali
Spanish Yo hablo español
Swahili Ninaongea Kiswahili
Swedish Jag talar svenska

T
Tagalog Maraming along mag-Tagalog
Tamil நான் தமிழ் பேசுவேன்
Thai พูดภาษาไทย
Turkish Türkçe konuşurum

U
Ukrainian Я розмовляю українською мовою
Urdu میں اردو بولوں

V
Vietnamese Tôi nói tiếng Việt

W
Welsh Dwi'n siarad

X
Xhosa Ndithetha isiXhosa

Y
Yiddish איך רעד יידיש
Yoruba Mo nso Yoruba

Z
Zulu Ngiyavakuluma isiZulu

Executive Order 13166 requires DHS to take reasonable steps to provide meaningful access to its programs and activities for persons with limited English proficiency and - as also required by Title VI of the Civil Rights Act of 1964 - to ensure that recipients of federal financial assistance do the same.

I Speak is provided by the Department of Homeland Security Office for Civil Rights and Civil Liberties (CRCL). Other resources at www.lep.gov

Contact the DHS Office for Civil Rights and Civil Liberties' CRCL Institute at CRCLTraining@dhs.gov for digital copies of this poster or a "I Speak" booklet.

Download copies of the DHS LEP plan and guidance to recipients of financial assistance at www.dhs.gov/crcl

Homeland Security

#C: 4579-0009 Chatham County Award letter BLANK RSA - UPDATED - AKS (6640 : Grant - 2024 HMGP - Xfer Switches)



Georgia Emergency Management and Homeland Security Agency

LIMITED ENGLISH PROFICIENCY COMPLAINT FORM

The purpose of this document is to help you file a Limited English Proficiency (LEP) complaint concerning the implementation or administration of any program, activity, or service receiving federal financial assistance, whether within the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) or a sub- recipient. This document is not intended to be used for complaints about employment with GEMA/HS. You are not required to use this document to file a complaint; a letter with the same information is sufficient. However, if you file a complaint by letter, you should include the same information that is requested herein.

1. Information about the person who is filing the LEP complaint:

Name: _____
First and Middle (Given Name) Last (Family Name/Surname)

Phone #: Cell/Mobile: _____ Home: _____ Work: _____

Mailing Address: _____
P.O. Box or Street Address City State Zip Code

Email (Optional): _____

2. Information about the person(s) who failed to properly provide information to the LEP person:

Name: _____
First and Middle (Given Name) Last (Family Name/Surname)

Phone #: Cell/Mobile: _____ Home: _____ Work: _____

Mailing Address: _____
P.O. Box or Street Address City State Zip Code

3. Information about the agency or organization involved:

Name: _____

Phone #: _____

Mailing Address: _____
P.O. Box or Street Address City State Zip Code

#C: 4579-0009 Chatham County Award letter BLANK RSA - UPDATED - AKS (6640 : Grant - 2024 HMGP - Xfer Switches)

9. Have you or others filed a case or complaint regarding this allegation with any of the following?

- Office of Equal Rights, Federal Emergency Management Agency
- Office for Civil Rights and Civil Liberties, U.S. Department of Homeland Security
- U.S. Equal Employment Opportunity Commission
- Other Federal Agency
- Federal or State Court
- Other State of Georgia Agency, Authority, or Office
- Other: _____

10. Issues with:

- | | |
|--|---|
| <input type="checkbox"/> Spanish (Español) | <input type="checkbox"/> Lack of signs informing the public of interpretation and translation |
| <input type="checkbox"/> Chinese 中国人 | <input type="checkbox"/> Lack of forms/materials/notices in a language I can understand |
| <input type="checkbox"/> Korean 한국어 | <input type="checkbox"/> I was not offered an interpreter |
| <input type="checkbox"/> Vietnamese Tiếng Việt | <input type="checkbox"/> I asked for an interpreter and was denied |
| <input type="checkbox"/> French (Français) | <input type="checkbox"/> Lack of bilingual personnel, so delay in services |
| <input type="checkbox"/> Arabic العربية <input type="checkbox"/> | <input type="checkbox"/> The interpreter's skills were not good |
| | <input type="checkbox"/> I was unable to use the services, programs, or activities |

11. Information about the person filing this complaint, if the complaint is being submitted on behalf of another:

Name: _____
First and Middle (Given Name) Last (Family Name/Surname)

Phone #: Cell/Mobile: _____ Home: _____ Work: _____

Mailing Address: _____
P.O. Box or Street Address City State Zip Code

Email (Optional): _____

Signature: _____ Date: _____

You may submit the form by email to language.access.coordinator@gema.ga.gov.

Or send via U.S. Mail to the following address:

Georgia Emergency Management and Homeland Security Agency
Attention: Language Access Coordinator
P.O. Box 18055
Atlanta, Georgia 30316



THE GEORGIA EMERGENCY MANAGEMENT AND HOMELAND SECURITY AGENCY

Responding to Discrimination Complaints Relating to Federal Grant Programs

2022

Purpose

The intent of this policy is to ensure that subrecipients which receive grant funds from the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) do not discriminate against any client, customer, program participant, employee, or consumer based on race, color, religion, sex, national origin, age, English proficiency, or physical or mental disability. This policy establishes the procedures for GEMA/HS employees to follow when they receive or wish to make a complaint alleging discrimination concerning the implementation or administration of any program, activity, or service receiving federal financial assistance from the U.S. Department of Justice (DOJ) or the U.S. Department of Homeland Security (DHS), whether within GEMA/HS or a subrecipient.

Complying with Laws and Policies that Prohibit Discrimination

GEMA/HS shall comply with all applicable federal and state laws, rules, and regulations prohibiting discrimination. GEMA/HS shall appropriately address all complaints from any person who believes that a GEMA/HS subrecipient has discriminated against them in violation of federal and/or state law or regulation in the delivery of services or benefits.

Policy

All employees, job applicants, clients, customers, program participants, and consumers of GEMA/HS and its subrecipients shall be treated equally regardless of race, color, religion, national origin, age, English proficiency, or physical or mental disability, sexual orientation, or gender identity.

Individuals have the right to participate in programs, activities, and services operated by GEMA/HS and its subrecipients without discrimination. Statutes and regulations that apply include, but are not limited to, the following:

- Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin in the delivery of services (42 U.S.C. § 200d), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart C and D, and DHS implementing regulations at 6 C.F.R. Part 21 and 44 C.F.R. Part 7;
- Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in the delivery of services and employment practices (29 U.S.C. § 794), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart G;
- Titles I, II, and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the delivery of services and employment practices (42 U.S.C. §12101-12213 and §12131-34), and the DOJ implementing regulations at 28 C.F.R. Part 35;
- Title IX of the Education Amendments of 1972, which prohibit discrimination on the basis of sex in educational programs (20 U.S.C. § 1681), the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart D and 28 C.F.R. Part 54, and the DHS implementing regulations at 6 C.F.R. Part 17 and 44 C.F.R. Part 19;
- The Age Discrimination Act of 1975, which prohibits discrimination on the basis of age in the delivery of services (42 U.S.C. § 6102), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart I;
- Title VIII of the Civil Rights Act of 1968, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services

in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (42 U.S.C. §3601);

- The Omnibus Crime Control and Safe Streets Act of 1968, which prohibits discrimination on the basis of race, color, national origin, religion, or sex in the delivery of services and employment practices (34 U.S.C. §10228(c), see also 34 U.S.C. §11182(b)), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart D;
- The DOJ regulations on the Equal Treatment for Faith-Based Organizations, which prohibit discrimination on the basis of religion in the delivery of services and prohibit organizations from using DOJ funding on inherently religious activities (28 C.F.R. Part 38);
- The Victims of Crime Act (VOCA) of 1984, which prohibits discrimination based on race, color, religion, national origin, handicap, or sex (34 U.S.C. §20110(e));
- The Violence Against Women Act (VAWA) of 2013, which prohibits discrimination on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability (34 U.S.C. §12291(b)(13));
- The DHS regulation, which prohibits discrimination based on religion in social service programs (6 C.F.R. Part 19);
- Executive Order 13166, “Improving Access To Services For Persons With Limited English Proficiency”, which requires Federal agencies to develop and implement a plan to provide services to those persons with limited English proficiency (LEP) to ensure meaningful access to programs and activities conducted by those agencies;
- Georgia’s Fair Employment Practices Act of 1978, found at O.C.G.A. § 45-19-29, et seq., which prohibits public employers with 15 or more employees from engaging in discrimination on account of an individual's race, color, religion, sex, age, national origin, or disability;
- Georgia’s Sex Discrimination in Employment Act of 1966, found at O.C.G.A. § 34-5-1, et seq., which mimics the Equal Pay Act of 1963, in that it prohibits discrimination between employees in the same establishment, on the basis of sex, in their compensation for comparable work;
- Georgia’s General Age Discrimination Law of 1971, found at O.C.G.A. § 34-1-2, which makes it a criminal misdemeanor to discriminate against any person between the ages of 40 and 70 years, solely upon the ground of age, when the reasonable demands of the position do not require such an age distinction. The individual must be qualified physically, mentally, and by training and experience to perform satisfactorily the labor assigned to him or her for which he or she applies;

- Georgia’s Equal Employment for Persons with Disabilities Code of 1981, found O.C.G.A. § 34-6A-1, et seq., which mimics the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, as amended, in that it prohibits discrimination because of an individual's disability with respect to wages, rates of pay, hours, or other terms and conditions of employment because of such person's disability unless such disability restricts that individual's ability to engage in the particular job or occupation for which he or she is eligible. The Code has no administrative prerequisites to filing suit; and
- Atlanta Ordinance No. 2000-79, § 1, which applies to employers located within the City of Atlanta with ten or more employees. The Ordinance prohibits employment discrimination based on race, color, creed, religion, sex, domestic relationship status, parental status, familial status, sexual orientation, national origin, gender identity, age, or disability.

Definitions

Complaint Coordinator: A person or persons designated by GEMA/HS to ensure that received complaints are acted upon in a timely manner.

Discrimination: The treatment or consideration of, or making a distinction in favor of or against, a person based on the person’s legally recognized protected category (including race, color, national origin, gender, age, sexual orientation, gender identity, religion, English proficiency, or disability) to which that person belongs rather on individual merit. There are various federal and state laws and rules that further describe the specific types of discrimination.

Retaliation: The act of harassing, threatening, demoting, firing, or otherwise negatively targeting a complainant as a direct result of the complainant opposing unlawful discrimination.

Subrecipient: A non-Federal entity that receives a grant sub-award from GEMA/HS to carry out part of a Federal program. A subrecipient does not include an individual that is a beneficiary of such a program.

Complaint Procedures

An employee, client, customer, program participant, or consumer of GEMA/HS or of a GEMA/HS subrecipient may submit a complaint of discrimination concerning the implementation or administration of any program, activity, or service receiving federal financial assistance from the DOJ or DHS on behalf of him/herself or on behalf of another. Any such individual has the right, and is encouraged, to file a written complaint with the Office for Civil Rights in the DOJ (OCR), the DHS’s Office for Civil Rights and Civil Liberties (CRCL), or GEMA/HS.

1. If the relevant federal grant is funded by the DOJ, the complaint may be sent directly to the OCR using the *Complaint Verification Form* and *Identity Release Statement*, which are available at: <https://www.ojp.gov/program/civil-rights/filing-civil-rights-complaint>.

The completed forms should be sent to:

Office for Civil Rights
Office of Justice Programs
U.S. Department of Justice
810 Seventh Street NW
Washington, D.C. 20531

2. If the relevant federal grant is funded by the DHS, the complaint may be sent directly to the DHS's Office for CRCL. There are three submission methods available. One method for submitting the complaint is via email: CRCLCompliance@hq.dhs.gov. A second available method is fax: 202-401-4708. The complaint may also be sent via mail:

U.S. Department of Homeland Security
Office for Civil Rights and Civil Liberties
Compliance Branch
245 Murray Lane, SW
Building 410, Mail Stop #0190
Washington, D.C. 20528

3. For federal grants funded by either DOJ or DHS, the complaint may also be submitted directly to GEMA/HS. A complaint form can be downloaded from GEMA/HS' website and submitted by email to: grants.complaint.coordinator@gema.ga.gov. The completed form may also be sent to:

The Georgia Emergency Management and Homeland Security Agency
Grants Complaint Coordinator
935 United Avenue SE
Atlanta, Georgia 30316

Additional Agencies for Filing Discrimination Complaints

In addition to the option for filing a discrimination complaint with GEMA/HS, the OCR, or the CRCL, discrimination complaints may be filed directly with a court, as well as the following state and federal administrative agencies, whose function is to enforce state and federal laws that prohibit discrimination:

- Equal Employment Opportunity Commission (EEOC)
<http://www.eeoc.gov/employees/charge.cfm>
- Georgia Commission on Equal Opportunity (GCEO)
<https://gceo.georgia.gov/>

GEMA/HS Procedures for Processing Complaint

1. A group of GEMA/HS employees will collectively act as the Complaint Coordinator for processing complaints of discrimination associated with this policy.
2. If an employee, client, customer, program participant, or consumer of GEMA/HS or of a GEMA/HS subrecipient contacts a GEMA/HS employee and wishes to file a complaint against GEMA/HS or a GEMA/HS subrecipient concerning the implementation or administration of any program, activity, or service receiving federal financial assistance from the DOJ or DHS, the GEMA/HS employee shall instruct the complainant to file the complaint in writing, in accordance with the procedures above.
3. Any GEMA/HS employee receiving such a complaint submitted directly to GEMA/HS, and any GEMA/HS employee wishing to submit such a complaint directly to GEMA/HS, shall route it to the Complaint Coordinator. If the complaint is against an employee of GEMA/HS, the complaint shall be forwarded to the Complaint Coordinator and that GEMA/HS employee should follow the procedures set out in HR-14, GEMA/HS's Grievance Procedures Policy.
4. For any complaint received by the Complaint Coordinator that is submitted directly to GEMA/HS, the Complaint Coordinator shall provide written acknowledgment of the complaint to the complainant.
5. The Complaint Coordinator shall refer the complaint to the appropriate entity, which may include the Georgia Office of the Attorney General; the GCEO; the EEOC; the OCR; or the CRCL. If the Georgia Office of the Attorney General either is the agency about which the complaint is filed or has a conflict, the complaint shall be referred to the EEOC, OCR, or CRCL, as appropriate.
6. Notwithstanding paragraph 5, for any complaint of discrimination concerning the implementation or administration of any program, activity, or service receiving federal financial assistance from the DOJ or DHS, GEMA/HS shall notify the OCR or CRCL, as appropriate, in writing of the following:
 - a. Name of complainant
 - b. Entity named in the complaint
 - c. Description of the complaint of discrimination
 - d. Steps being undertaken to investigate and resolve complaint

In addition, GEMA/HS shall notify the complainant that they may file a complaint directly with the OCR or CRCL, as appropriate, at the following address or using one of the electronic submission methods described above:

Office for Civil Rights
Office of Justice Programs
U.S. Department of Justice
810 Seventh Street NW
Washington, D.C. 20531

U.S. Department of Homeland Security
Office for Civil Rights and Civil Liberties
Compliance Branch
245 Murray Lane, SW
Building 410, Mail Stop #0190
Washington, D.C. 20528

Notification

GEMA/HS will post this policy on the GEMA/HS website to notify all interested parties of the appropriate procedures for addressing complaints of discrimination concerning the implementation or administration of any program, activity, or service receiving federal financial assistance from the DOJ or DHS.

Monitoring Subrecipients' Response Procedures

As part of a grant program review, GEMA/HS staff will review the subrecipient's procedures for responding to discrimination complaints that employees, clients, customers, program participants, or consumers of the subrecipients have filed directly with the subrecipient. If the procedures do not exist, or are found to need improvement, the report to the subrecipient will note the findings. At a minimum, the subrecipient's response should:

- a. Acknowledge complaint receipt to complainant in writing;
- b. Indicate which external agency the complaint is forwarded to for investigation;
- c. Comply with the appropriate timeframe by which to forward complaint;
- d. Notify GEMA/HS of complaint; and
- e. Notify complainant that a complaint of discrimination may be filed directly with the OCR, CRCL, EEOC, GCEO, or GEMA/HS, and where to locate those procedures.

Training

1. GEMA/HS will provide periodic training for all employees regarding the discrimination complaint procedures.
2. GEMA/HS will facilitate civil rights requirements training for subrecipients. Such training may be arranged:

- a. In conjunction with grant management training;
- b. Online through the GEMA/HS website;
- c. At the request of the subrecipient; or
- d. As a result of a grant program review.



Georgia Emergency Management and Homeland Security Agency

DISCRIMINATION COMPLAINT FORM

The purpose of this document is to help you file a discrimination complaint concerning the implementation or administration of any program, activity, or service receiving federal financial assistance from the U.S. Department of Justice or the U.S. Department of Homeland Security, whether within the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) or a sub-recipient. This document is not intended to be used for complaints about employment with GEMA/HS. You are not required to use this document to file a complaint; a letter with the same information is sufficient. However, if you file a complaint by letter, you should include the same information that is requested herein.

1. Information about the person who experienced the alleged discrimination:

Name: _____
First and Middle (Given Name) Last (Family Name/Surname)

Phone #: Cell/Mobile: _____ Home: _____ Work: _____

Mailing Address: _____
P.O. Box or Street Address City State Zip Code

Email (Optional): _____

2. Information about the person(s) who is alleged to have discriminated:

Name: _____
First and Middle (Given Name) Last (Family Name/Surname)

Phone #: Cell/Mobile: _____ Home: _____ Work: _____

Mailing Address: _____
P.O. Box or Street Address City State Zip Code

3. Information about the agency or organization involved:

Name: _____

Phone #: _____

Mailing Address: _____
P.O. Box or Street Address City State Zip Code

#C: 4579-0009 Chatham County Award letter BLANK RSA - UPDATED - AKS (6640 : Grant - 2024 HMGP - Xfer Switches)

4. Are there other individuals or organizations involved in this discrimination complaint?

- Yes
- No

If yes, please provide their name, telephone number, and address below:

Name: _____

Phone #: _____

Mailing Address: _____

P.O. Box or Street Address City State Zip Code

5. Describe the nature of the alleged discrimination involved:

6. Explain in detail what happened, when, and how the alleged discrimination occurred. State who was involved and how other persons were treated differently.

7. What other information do you think might be helpful to an investigation?

8. Please list below any persons (witnesses, fellow employees, supervisors, or others) who have direct knowledge of the situation that might be able to provide information to support or clarify the complaint:

Name: _____

Phone #: _____

Mailing Address: _____

P.O. Box or Street Address City State Zip Code

#C: 4579-0009 Chatham County Award letter BLANK RSA - UPDATED - AKS (6640 : Grant - 2024 HMGP - Xfer Switches)

9. Have you or others filed a case or complaint regarding this allegation with any of the following?

- Office for Civil Rights, U.S. Department of Justice
- Office for Civil Rights and Civil Liberties, U.S. Department of Homeland Security
- U.S. Equal Employment Opportunity Commission
- Other Federal Agency
- Federal or State Court
- Georgia Department of Labor
- Other: _____

10. If any of the above were selected, please provide the following information:

Name of Agency: _____

Date Filed: _____

Case or Docket #: _____

Date of Trial/Hearing: _____

Location of Agency/Court: _____

Investigator: _____

Status of Case: _____

11. Information about the person filing this complaint, if the complaint is being submitted on behalf of another:

Name: _____
First and Middle (Given Name) Last (Family Name/Surname)

Phone #: Cell/Mobile: _____ Home: _____ Work: _____

Mailing Address: _____
P.O. Box or Street Address City State Zip Code

Email (Optional): _____

Signature: _____ **Date:** _____

You may submit the form by email to grants.complaint.coordinator@gema.ga.gov.

Or send via U.S. Mail to the following address:

Georgia Emergency Management and Homeland Security Agency
 Attention: Grants Complaint Coordinator
 P.O. Box 18055
 Atlanta, Georgia 30316

EXHIBIT "H"
Federal Funding Accountability and Transparency Act Certification

In order to remain in compliance with The Federal Funding Accountability and Transparency Act of 2006 (FFATA) reporting, complete Items 1-7 and Items 8-10 if necessary, and certify by an authorized agent.

<p>Sub-award Number: HMGP 4579-0009</p> <p>Federal Agency Name: Federal Emergency Management Agency</p> <p>CFDA Program Number and Program Title: 97.039 Hazard Mitigation Grant Program (HMGP)</p> <p>Sub-award Project Description: Chatham County –two (2) transfer switches.</p>

1. Sub-awardee DUNS Number _____
2. Sub-awardee Name _____
3. Sub-awardee DBA Name _____
4. Sub-awardee Address _____
5. If DBA, Sub-awardee Parent DUNS Number _____
6. Sub-award Principle Place of Project Performance _____
7. In the preceding fiscal year, did the sub-awardee receive 80% of its annual gross revenues from the Federal government?
 Yes _____ No _____
 If **Yes**, continue to question 8. If **No**, questionnaire is complete.
8. In the preceding fiscal year, were the sub-awardee’s annual gross revenues from the Federal government more than \$25 million annual?
 Yes _____ No _____
 If **Yes**, continue to question 9. If **No**, questionnaire is complete.
9. Does the public have access to the names and total compensation of the sub-awardee’s five most highly compensated officers through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§ 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?
 Yes _____ No _____
 If **Yes**, continue to question 9. If **No**, questionnaire is complete.

#C: 4579-0009 Chatham County Award letter BLANK RSA - UPDATED - AKS (6640 : Grant - 2024 HMGP - Xfer Switches)

10. Please list the names and compensation of the sub-awardee’s five most highly compensated officers.

- 1. _____ \$ _____
- 2. _____ \$ _____
- 3. _____ \$ _____
- 4. _____ \$ _____
- 5. _____ \$ _____

I certify that to the best of my knowledge all of the information on this form is complete and accurate.

Authorized Signature: _____ Date: _____

This section is for use by the Georgia Emergency Management and Homeland Security Agency Only.

Sub-award Obligation/Agency Name: _____

In accordance with The Federal Funding Accountability and Transparency Act of 2006 (FFATA), this document has been processed in the FFATA Sub-award Reporting System (FSRS) by the undersigned:

Signature _____ Date: _____

Sub-award Obligation/Action Date: _____

#C: 4579-0009 Chatham County Award letter BLANK RSA - UPDATED - AKS (6640 : Grant - 2024 HMGP - Xfer Switches)



AGENDA ITEM: 10.4

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Tara Jennings, Strategic Planning Administrator
Dennis Jones, Director, CEMA

ISSUE:

Request Board approval to submit grant application to US Department of Defense in the amount of \$5,495,000 to assist state and local governments to address deficiencies in community infrastructure supportive of a military installation. (NOTE: A \$164,850 match is required.)

BACKGROUND: The U.S. Department of Defense is soliciting applications under the Defense Community Infrastructure Program (DCIP) to assist state and local governments to address deficiencies in community infrastructure supportive of a military installation.

FACTS AND FINDINGS:

1. The DCIP program funds community infrastructure projects that are located off a military installation, support military installation, and are owned by state or local government.
2. Projects should support efforts towards minimizing potential interruptions to the installation mission, including emergency relicense and other efforts to better sustain the installation mission.
3. All proposed projects must be construction-ready with ability to commence (turn dirt) within 12 months of award and project must be completed no later than five (5) years following the obligation.
4. Eligible community infrastructure projects include only hard construction cost, including reasonable allowance for contingencies and capital equipment affixed to the real property with depreciable life of not less than seven years.
5. Staff recommend submittal on behalf of Chatham Emergency Management Agency in collaboration with Georgia Air National Guard located in Savannah, GA to support the construction of space specific to use by the Air National Guard for year-around workspace.

BLUEPRINT ALIGNMENT:

Ensuring Public Safety and diversifying funding opportunities to support a community need.

FUNDING:

Funds available in SPLOST would be used as a match of \$164,850 if the grant was awarded.

Billing Account #3226036

ALTERNATIVES:

1. Board approve to submit grant application to US Department of Defense in the amount of \$5,495,000 to assist state and local governments to address deficiencies in community infrastructure supportive of a military installation.
2. Provide staff with other direction.

POLICY ANALYSIS:

It is consistent with the Board’s direction to diversify funding streams and provide superior stewardship.

RECOMMENDATION:

Approve Alternative 1.

Tara Jennings	Completed	05/16/2024 2:42 PM
Dennis Jones	Pending	
Linda Cramer	Pending	
Tara Jennings	Skipped	05/16/2024 1:34 PM
duplicate		
Robin Panther	Completed	05/15/2024 8:56 AM
Vicki Center	Pending	
Linda Cramer	Pending	
Danielle Hillery	Pending	
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM



AGENDA ITEM: 10.5

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Dennis Jones, Director, CEMA

ISSUE:

Request Board approval of an Intergovernmental Agreement with the City of Savannah for construction of a Public Safety Communications Tower on Wilmington Island.

BACKGROUND: This Agreement is to allow the County to build a public safety communications tower on property owned by the City of Savannah and located on Wilmington Island.

FACTS AND FINDINGS:

- 1) In an effort to improve radio communications coverage areas on the east side of Chatham County including the islands, a radio communications tower is necessary.
- 2) In 2020, the City of Savannah quit claimed a portion of Parcel ID 10096 01001 to Chatham County for regular and routine canal maintenance. This quit claim deed allowed a right-of way along the north side of the canal, an easement through the property on the west side of the parcel, and easement through the property on the east side of the parcel, and four acres of unimproved property south of the canal.
- 3) Access to the four acres on the south side of the canal is not conducive for large land clearing activities and the movement of heavy equipment required to construct a communications tower.
- 4) Construction access to the site would require the temporary construction of a box culvert across the canal and would be costly for the County.
- 5) This Agreement allows the County to build the communications tower on the north side of the canal on City of Savannah property.
- 6) The footprint of the tower site will not exceed 125' x 125'.

BLUEPRINT ALIGNMENT:

Quality of Life – Goal 4 - Provide effective and efficient government services while ensuring that processes and procedures are planned and executed with transparency.

FUNDING:

No funding is required to execute the agreement.

ALTERNATIVES:

- 1) Approve the Intergovernmental Agreement with the City of Savannah for construction of a Public Safety Communications Tower on Wilmington Island.
- 2) Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approve Intergovernmental Agreements.

RECOMMENDATION:

Approve Alternative 1.

#D: !COS WI TOWER IGA

Dennis Jones	Completed	05/14/2024 10:37 AM
R. Jonathan Hart	Pending	
Linda Cramer	Pending	
Danielle Hillery	Pending	
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM

STATE OF GEORGIA)

COUNTY OF CHATHAM)

**INTERGOVERNMENTAL AGREEMENT FOR CONSTRUCTION OF A PUBLIC SAFETY
COMMUNICATIONS TOWER ON WILMINGTON ISLAND**

THIS AGREEMENT made and entered into this ____ day of _____, 2024 between THE MAYOR AND ALDERMEN OF THE CITY OF SAVANNAH, a municipal corporation organized and existing under the laws of the State of Georgia (hereinafter referred to as the "CITY"), and THE CHAIRMAN AND COMMISSION OF CHATHAM COUNTY, a political subdivision of the State of Georgia, (hereinafter referred to as the "COUNTY").

The above recital is incorporated by reference into the numbered paragraphs of this agreement.

WITNESSETH

WHEREAS, the purpose of this Agreement is to support the construction of a radio communications tower on CITY property located on Wilmington Island Road; and

WHEREAS, the property's legal description is TREATMENT PLANT & ACCESS R/W WILMINGTON ISLAND PRB T 259, and the Parcel ID is listed as 10096 01001; and

WHEREAS, the CITY and COUNTY jointly own and manage the county-wide Public Safety Radio System and have established strong partnerships in ensuring a collective coverage of the public safety radio network; and

WHEREAS, the construction of the communications tower on Wilmington Island will allow a more comprehensive coverage area in the eastern areas of the County which includes the islands and off shore; and

WHEREAS, this improved coverage areas benefits all of public safety serving the eastern areas of the County as well as CITY and COUNTY services using the 800 MHz radio network; and

WHEREAS, in 2020, the CITY granted the COUNTY two easements and a right of way to the property to facilitate canal maintenance; and

NOW THEREFORE, in consideration of the mutual benefits to the parties, the CITY and COUNTY agree as follows:

#D: !COS WI TOWER IGA (6614 : IGA - Wilmington Island Tower Site)

1. The COUNTY will manage the construction of the Public Safety Radio Communications Tower. The CITY shall have a right at any time to inspect the portions of the project.
2. The COUNTY will access the site through the existing easements established in 2020.
3. The CITY will grant the COUNTY a footprint not to exceed 125' x 125' on the southwest corner of the property bordering the existing westerly easement and southernly right-of-way; and
4. During construction, the CITY will allow the COUNTY to use a portion of the property adjacent to the target site as a lay down area for construction equipment, tower parts, etc.; and

IN WITNESS WHEREOF, the CITY and COUNTY have caused this agreement to be duly executed by their proper officers and so attested with their corporate seals affixed hereto set forth in multiple originals as of the date written above.

BOARD OF COMMISSIONERS,
CHATHAM COUNTY, GEORGIA

By: _____
Chester A. Ellis, Chairman

ATTEST

Janice E. Bocook, Clerk of Commission

THE MAYOR AND ALDERMEN OF THE
CITY OF SAVANNAH

By: _____
Joseph A. Melder, City Manager

ATTEST

Mark Massey, Clerk of Council

#D: !COS WI TOWER IGA (6614 : IGA - Wilmington Island Tower Site)



AGENDA ITEM: 10.6

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Dennis Jones, Director, CEMA

ISSUE:

Request Board approval of an Intergovernmental Agreement with the City of Savannah to share the expenses of a Radio Systems Manager position within the CEMA Radio Division.

BACKGROUND: This Agreement is to equally share the costs of a Radio Systems Manager position within Chatham Emergency Management Agency's Radio Division.

FACTS AND FINDINGS:

1. The City of Savannah and Chatham County have an existing Intergovernmental Agreement defining joint management and oversight of the county-wide trunked 700/800 MHz public safety radio communications system. The existing IGA was originally established in 1996 and recently updated in March 2024.
2. The radio system serves the entirety of the public safety workforce, governments and ancillary program partners throughout Chatham County and requires a dedicated Systems Manager.
3. In January 2023, the City of Savannah requested to transfer the Radio Systems Manager functions to the County and this was formalized in the March 2024 IGA.
4. This request secures and formalizes the funding for this position.
5. The County will create the Systems Manager (RSM) position within the Radio Division of the Chatham Emergency Management Agency.
6. The RSM position shall:
 - a. Serve as the overall systems coordinator and serve to support the Joint Radio Systems Management Committee;
 - b. Shall act in the best interest of the City of Savannah and Chatham County in determining the direction over the system through technological implementations and upgrades; and
 - c. Develop standard operating procedures to be implemented by both the City of Savannah and Chatham County to maximize the reliability and continuity of the radio network; and
 - d. Serve as the Regional Point of Contact the Southeast Georgia Regional Radio Network (SEGARRN) for radio system coordination and access; and
7. Chatham County shall fund the costs of the RSM position and solicit reimbursement from the City of Savannah on an annual basis for 1/2 of the position's salary and benefits.
8. The City of Savannah shall support the funding of the RSM position by reimbursing the County annually for 1/2 of the position's salary and benefits package.

BLUEPRINT ALIGNMENT:

Quality of Life – Goal 4 - Provide effective and efficient government services while ensuring that processes and procedures are planned and executed with transparency.

FUNDING: General Fund/M&O – CEMA Radio (1003921)

ALTERNATIVES:

- 1) Approve the Intergovernmental Agreement with the City of Savannah to equally share the costs of a Radio Systems Manager position within the Chatham Emergency Management Agency’s Radio Division.
- 2) Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approve Intergovernmental Agreements.

RECOMMENDATION:

Approve Alternative 1.

#E: !RSM Position IGA

Dennis Jones	Completed	05/14/2024 10:40 AM
R. Jonathan Hart	Pending	
Linda Cramer	Pending	
Danielle Hillery	Pending	
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM

STATE OF GEORGIA)
COUNTY OF CHATHAM)

**INTERGOVERNMENTAL AGREEMENT TO DEVELOP AND SUSTAIN A RADIO SYSTEMS
MANAGER POSITION FOR THE COUNTY-WIDE RADIO COMMUNICATIONS NETWORK**

THIS AGREEMENT made and entered into this ____ day of _____, 2024 between THE MAYOR AND ALDERMEN OF THE CITY OF SAVANNAH, a municipal corporation organized and existing under the laws of the State of Georgia (hereinafter referred to as the "CITY"), and THE CHAIRMAN AND COMMISSION OF CHATHAM COUNTY, a political subdivision of the State of Georgia, (hereinafter referred to as the "COUNTY").

The above recital is incorporated by reference into the numbered paragraphs of this agreement.

WITNESSETH

WHEREAS, The CITY and the COUNTY renewed an Intergovernmental Agreement on March 1, 2024 for the management and oversight of the county-wide trunked 700/800 MHz public safety radio communications system; and

WHEREAS, the CITY and COUNTY jointly agreed to operate and fund the system since 1996; and

WHEREAS, the radio system serves the entirety of the public safety workforce, governments and ancillary program partners throughout Chatham County; and

WHEREAS, the CITY requested to transfer the Radio Systems Manager function to the COUNTY in January 2023 and formalized in the March 2024 IGA; and

NOW THEREFORE, in consideration of the mutual benefits to the parties, the CITY and COUNTY agree as follows:

1. The COUNTY will create a Radio Systems Manager (RSM) position within the Radio Division of the Chatham Emergency Management Agency.
2. The RSM position shall:
 - a. serve as the overall systems coordinator and serve to support the Joint Radio Systems Management Committee;
 - b. shall act in the best interest of the CITY and COUNTY in determining the direction over the system through technological implementations and upgrades; and
 - c. develop standard operating procedures to be implemented by both the CITY and the COUNTY to maximize the reliability and continuity of the radio network; and
 - d. serve as the Regional Point of Contact the Southeast Georgia Regional Radio Network (SEGARRN) for radio system coordination and access; and

#E: IRSM Position IGA (6631 : IGA - COS RSM)

- 3. The COUNTY shall fund the Radio Systems Manager position and solicit reimbursement from the CITY on an annual basis for 1/2 of the position’s salary and benefits package.
- 4. The CITY shall support the funding of the Radio Systems Manager position by reimbursing the County annually for 1/2 of the position’s salary and benefits package.

IN WITNESS WHEREOF, the CITY and COUNTY have caused this agreement to be duly executed by their proper officers and so attested with their corporate seals affixed hereto set forth in multiple originals as of the date written above.

**BOARD OF COMMISSIONERS,
CHATHAM COUNTY, GEORGIA**

By: _____
Chester A. Ellis, Chairman

ATTEST

Janice E. Bocook, Clerk of Commission

**THE MAYOR AND ALDERMEN OF THE
CITY OF SAVANNAH**

By: _____
Joseph A. Melder, City Manager

ATTEST

Mark Massey, Clerk of Council

#E: IRSM Position IGA (6631 : IGA - COS RSM)



AGENDA ITEM: 10.7

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Dennis Jones, Director, CEMA

ISSUE:

Request Board approval of a Memorandum of Agreement (MOA) between the Chatham Emergency Management Agency (CEMA) and Gateway Community Service Board for the purpose of utilizing support staff during emergency or disaster situations.

BACKGROUND:

During disasters and emergencies, mental health support is critical for both first responders and the affected community. This agreement continues the relationship between the Gateway Community Services Board and Chatham County during times of crisis.

FACTS AND FINDINGS:

- 1) Gateway's support has proven valuable during previous activations of the Evacuation Assembly Area due to hurricane caused evacuations. This agreement builds on their original offer of support and broadens their services to include provision of mental health support to Emergency Operations Center (EOC) staff and local first responders. It also provides for the addition of a mental health coordination position within the EOC to assist with assessments, triage, and interventions for assignment and deployment of community mental health needs post disaster.
- 2) Gateway staff will also be available to offer mental health support for individuals affected by emergencies or disasters, including, but not limited to, individuals receiving services through an Incident Assistance Center (IAC), individuals that are part of the Hurricane Registry evacuation process or those that utilize the Evacuation Assembly Area (EAA)/Returnee Reception Center (RRC) during an evacuation due to a tropical cyclone threat.
- 3) Gateway Community Services Board has a long history within Chatham County and has pre-existing relationships with local mental health providers and resources allowing for use of those relationships to gauge the mental health needs and available assets during emergency situations.
- 4) The Gateway Community Services Board MOA defines the requirements and conditions for each party if the MOA is activated.

BLUEPRINT ALIGNMENT:

Quality of Life – Goal 4 - Provide effective and efficient government services while ensuring processes and procedures are planned and executed with transparency.

FUNDING: No funding is necessary to establish this MOA. If this MOA is activated, reimbursements will be handled in accordance with the terms defined in the MOA.

ALTERNATIVES:

- 1) Board approves the Memorandum of Agreement (MOA) between the Chatham Emergency Management Agency (CEMA) and Gateway Community Service Board for the purpose of utilizing support staff during emergency or disaster situations.

- 2) Board does not approve the Memorandum of Agreement (MOA) between the Chatham Emergency Management Agency (CEMA) and Gateway Community Service Board for the purpose of utilizing support staff during emergency or disaster situations.

POLICY ANALYSIS:

It is the policy of the Chatham County Board of Commissioners to review and approve all MOAs between Chatham County and other partners.

RECOMMENDATION:

Staff recommends approval of Alternative 1.

#F: DO NOT USE - DELETE

#G: 2024 Gateway MOA

Dennis Jones	Completed	05/16/2024 7:18 PM
County Attorney	Pending	
Linda Cramer	Pending	
Danielle Hillery	Pending	
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM



MEMORANDUM OF AGREEMENT

BETWEEN

CHATHAM COUNTY

AND

GATEWAY COMMUNITY SERVICE BOARD

This Memorandum of Agreement (MOA) is made and entered into this _____ day of _____, 2024 by and between Chatham County Board of Commissioners, represented by the Chatham Emergency Management Agency, whose address is 124 Bull Street, Room 140, Savannah, GA 31401 (hereinafter referred to as the County and/or CEMA) and 7395 Hodgson Memorial Drive, Savannah, GA 31406 (hereinafter referred to as "Participating Party").

WHEREAS, Chatham County Board of Commissioners is the governing authority for Chatham County, Georgia; and

WHEREAS, the Chatham Emergency Management Agency is an agency within the government of Chatham County whose purpose is to promote emergency management principles for the safety and welfare of its citizens; and

WHEREAS, the parties acknowledge the State of Georgia is vulnerable to a wide range of natural and man-made disasters and emergencies, and

WHEREAS, the Georgia Emergency Management Act, as amended (The Act) gives the local governments the authority to make agreements for mutual aid assistance. Pre-existing agreements for mutual aid assistance help to ensure the timely provision of mutual aid assistance and the reimbursement of costs incurred by those parties who render such assistance.

NOW THEREFORE, this mutual aid agreement is entered into pursuant to authorities contained in Articles I through III, Chapter 3, Title 38, Official Code of Georgia Annotated (O.C.G.A. § 38-3-29) and the Chatham County Emergency Management Code § 4-304.1.c.

ARTICLE I

GENERAL PURPOSE

The purpose of this Agreement is to:

1. Establish the terms and conditions under which Gateway Community Service Board will coordinate with the agencies and organizations within Chatham County that provide mental health support services to ensure situational awareness and a coordinated response to an emergency or disaster through the Mental Health Services Unit within the emergency operations center (EOC).

#F: DO NOT USE - DELETE (6643 : MOA - Gateway)



2. Specify persons who are authorized to act on behalf of the County and the Participating Party signing this Agreement as their Authorized Representative(s) concerning the provision of this Agreement. Authorized Representatives are identified in Appendix A.

ARTICLE II

DEFINITIONS

For purposes of this Agreement, the following terms and expressions shall apply:

1. "Agreement" means this Memorandum of Agreement, also referred to as "MOA."
2. "Assistance" includes personnel, equipment, facilities, services, supplies and other resources furnished to the County and/or the Participating Party pursuant to this Agreement.
3. "Authorized Representative" means the County and the Participating Party employee who has been authorized in writing by the County and the Participating Party to carry out the provisions in the Agreement.
4. "Disaster" means any natural, technological, or civil emergency, or threat thereof that causes damage or has the potential to cause damage of sufficient severity and magnitude to result in a declaration of a State of Emergency by Chatham County, its municipalities, the Governor, or the President of the United States. A Disaster Event can occur in Chatham County and is generally, but not always, associated with a State of Emergency.
5. "Emergency" means any occurrence, or threat thereof, whether natural, or caused by man, in war or in peace, which results or may result in substantial injury or harm to the population or substantial damage to or loss of property. An Emergency Event can occur in Chatham County irrespective of a State of Emergency.
6. "Participating Party" means the organization that has become party to this Agreement by its approval and execution of this Agreement.
7. Any term or expression not defined in this Agreement shall have the meaning specified in the Georgia Emergency Management Act, (the Act) as amended and rules promulgated thereunder, and the Chatham County Emergency Management Code, unless used in a context that clearly suggests a different meaning.

ARTICLE III

TERMS OF AGREEMENT

This Agreement, once executed, is valid for one-year from the date of signature. Agreement between the County and the Participating Party shall automatically renew for additional one-year terms for four additional years unless written notice is provided to terminate the agreement. This



agreement may be terminated by either party upon 30 days' written notice.

ARTICLE IV

REIMBURSEMENT

The Participating Party has agreed to provide these services free of charge based on the availability of personnel while this Agreement is executed and the provisions established by the Agreement are activated. Under the provisions of O.C.G.A. title 38-3-32, 'Georgia Emergency Management Act of 1981', immunity is granted through certain conditions by law. No reimbursement is required.

ARTICLE V

LIABILITY AND IMMUNITY

It is the express intent of the parties that the immunities specified in accordance with O.C.G.A. § 38-3-32, O.C.G.A § 38-3-33, and O.C.G.A § 38-3-35 of the 'Georgia Emergency Management Act of 1981', shall apply in addition to any other immunity provided by statutory or case law.

Chatham County, the Participating Party and their respective governing bodies do not waive their sovereign immunity by entering into this Agreement. Each entity fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this Agreement.

ARTICLE VI

GENERAL PROVISIONS

1. **Amendments.** Either party may request changes to this Agreement. Any changes, modifications, revisions, or amendments to this Agreement which are mutually agreed upon by and between the parties to this Agreement shall be incorporated by written instrument, and effective when executed and signed by all parties to this Agreement.
2. **Applicable Law.** The construction, interpretation and enforcement of this Agreement shall be governed by the laws of the State of Georgia.
3. **Authority Granted and Chain of Command.** The Primary Coordinators identified in Appendix A are authorized to coordinate the planning, exercise, execution, and operation of the terms of this Agreement. Unless the Primary Coordinators identified in Appendix A are executive members with authority to make commitments on behalf of their respective organization, the Primary Coordinators identified in Appendix A do not have the authority to commit funds of either governing body without proper approval thru their respective organizations.



4. Entirety of Agreement. This Agreement consists of the entire and integrated agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.
5. Severability. Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of the Agreement shall continue in effect, and either party may renegotiate the terms affected by the severance.
6. Third Party Beneficiary Rights. The parties do not intend to create in any other individual or entity the status of a third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement. The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement. The parties to this Agreement intend and expressly agree that only party's signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement; to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement; or to bring an action for the breach of this Agreement.
7. Open Records Act: Participating Party shall abide by all provisions of the State of Georgia's Open Records Act, O.C.G.A. § 50-18-70, *et seq.*, to the extent, if any, that the Act applies to Participating Party. To the extent that services are provided on behalf of the County, which results in documents or other records as defined by the Act, Participating Party shall be subject to disclosure required by the County pursuant to the Georgia Open Records Act. Participating Party shall cooperate fully with the County through the County Attorney's Office to fulfill all obligations under the Act. In the event that the County receives an open records request or other form of legal compulsion to produce information provided to it by Participating Party, the County will provide Participating Party with prompt notice and will discuss with Participating Party in good faith the nature of such request(s) and the extent of the information to be disclosed so that Participating Party may seek a protective order or other appropriate remedy to protect confidential information, as provided by the Georgia Open Records Act, O.C.G.A. § 50-18-70, *et seq.*, and/or the Georgia Open Meetings Act, O.C.G.A. § 50-14-1 *et seq.*

ARTICLE VII

PARTICIPATING PARTY RESPONSIBILITIES

It shall be the responsibility of the County and the Participating Party to formulate procedures and programs for cooperation in the performance of the responsibilities listed in this Agreement. In formulating such plans, and in implementing such plans, the County, and the Participating Party, insofar as practical, shall:



1. Responsibilities of the County:

- a) Administer this Agreement.
- b) Designate a staff member in Appendix A as the Primary Coordinator for this Agreement and cooperatively plan, exercise, and execute the provisions of this Agreement with the identified Primary Coordinator of the Participating Party.
- c) Communicate with Gateway Community Service Board during emergencies, disasters, or during tropical cyclone events to ensure timelines and expectations are clearly understood.
- d) Authorize Gateway Community Service Board re-entry during Phase II of the re-entry program following a significant emergency or disaster event.
- e) Coordinate training and exercises in support of this agreement.

2. Responsibilities of the Participating Party:

- a) Designate a staff member in Appendix A as the Primary Coordinator for this Agreement and cooperatively plan, exercise, and execute the provisions of this Agreement with the identified Primary Coordinator of the County.
- b) Coordinate with the agencies and organizations within Chatham County that provide mental health support services to ensure situational awareness and a coordinated response to an emergency or disaster through the provision of a representative to staff the Mental Health Services Unit within the County's EOC, if available.
- c) Provide mental health support services to Chatham County's first responders and EOC staff, if available.
- d) Provide staff to offer mental health support for individuals affected by emergencies or disasters, including, but not limited to, individuals receiving services through an Incident Assistance Center (IAC), individuals that are part of the Hurricane Registry evacuation process or those that utilize the Evacuation Assembly Area (EAA)/Returnee Reception Center (RRC) during an evacuation due to a tropical cyclone threat, if available.
- e) Participate in training and exercises in support of this agreement.

ARTICLE VIII

CONSTRUCTION WITH CONCURRENT AGREEMENTS

Nothing contained in this Agreement shall be construed to be in conflict with any other contract held between the parties. The parties specifically acknowledge that reimbursement for non-disaster related expenses and services are not governed by this Agreement.



ARTICLE IX

VALIDITY

In witness whereof, the parties to this Agreement through their duly authorized representatives have executed this Agreement on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Agreement as set forth herein.

The effective date of this Agreement is the date of the signature last affixed to this page.

Agreed:

C. Ashley Allen, DSW, LCSW

Ashley Allen, Chief Operating Officer
Gateway Community Service Board

Chester A. Ellis, Chairman
Chatham County Board of Commissioners

Reviewed and Approved as to Legal Form by:

R. Jonathan Hart
Chatham County Attorney

Attest:

Janice E. Bocook
Clerk of Commission

Date: ____/____/____

#F: DO NOT USE - DELETE (6643 : MOA - Gateway)



APPENDIX A

AUTHORIZED REPRESENTATIVES

The below named individual(s), in addition to the Chief Executive Officer, is/are the “Authorized Representative(s)” for the County and the Participating Party, and are authorized to request, offer, or otherwise provide and coordinate the provisions of this Agreement on behalf of the County and the Participating Party:

Chatham County Authorized Representative:

Dennis Jones, Director
Chatham Emergency Management Agency
124 Bull Street, Room 140
Savannah, GA 31401
Phone: (912) 201-4500 (office); (912) 658-3115 (cell)
Email: dtjones@chathamcounty.org

Participating Party Representative:

C. Ashley Allen, DSW, LCSW
Ashely Allen, Chief Operating Officer

Gateway Community Service Board
6 Mall Court, Suite B
Savannah, GA 31406
Phone: (912) 310-7516 (cell)
Email: ashley.allen@gatewaycsb.org

Date: ____/____/____

NOTE: This Appendix can be amended by the County, CEMA or the Participating Party as needed with no effect on the entire Agreement. Amendments to this Appendix shall be made in writing and submitted to the Participating Party thirty days prior to the change taking effect.

#F: DO NOT USE - DELETE (6643 : MOA - Gateway)



MEMORANDUM OF AGREEMENT

BETWEEN

CHATHAM COUNTY

AND

GATEWAY COMMUNITY SERVICE BOARD

This Memorandum of Agreement (MOA) is made and entered into this 24th day of May, 2024 by and between Chatham County Board of Commissioners, represented by the Chatham Emergency Management Agency, whose address is 124 Bull Street, Room 140, Savannah, GA 31401 (hereinafter referred to as the County and/or CEMA) and 7395 Hodgson Memorial Drive, Savannah, GA 31406 (hereinafter referred to as "Participating Party").

WHEREAS, Chatham County Board of Commissioners is the governing authority for Chatham County, Georgia; and

WHEREAS, the Chatham Emergency Management Agency is an agency within the government of Chatham County whose purpose is to promote emergency management principles for the safety and welfare of its citizens; and

WHEREAS, the parties acknowledge the State of Georgia is vulnerable to a wide range of natural and man-made disasters and emergencies, and

WHEREAS, the Georgia Emergency Management Act, as amended (The Act) gives the local governments the authority to make agreements for mutual aid assistance. Pre-existing agreements for mutual aid assistance help to ensure the timely provision of mutual aid assistance and the reimbursement of costs incurred by those parties who render such assistance.

NOW THEREFORE, this mutual aid agreement is entered into pursuant to authorities contained in Articles I through III, Chapter 3, Title 38, Official Code of Georgia Annotated (O.C.G.A. § 38-3-29) and the Chatham County Emergency Management Code § 4-304.1.c.

ARTICLE I

GENERAL PURPOSE

The purpose of this Agreement is to:

1. Establish the terms and conditions under which Gateway Community Service Board will coordinate with the agencies and organizations within Chatham County that provide mental health support services to ensure situational awareness and a coordinated response to an emergency or disaster through the Mental Health Services Unit within the emergency operations center (EOC).



2. Specify persons who are authorized to act on behalf of the County and the Participating Party signing this Agreement as their Authorized Representative(s) concerning the provision of this Agreement. Authorized Representatives are identified in Appendix A.

ARTICLE II

DEFINITIONS

For purposes of this Agreement, the following terms and expressions shall apply:

1. "Agreement" means this Memorandum of Agreement, also referred to as "MOA."
2. "Assistance" includes personnel, equipment, facilities, services, supplies and other resources furnished to the County and/or the Participating Party pursuant to this Agreement.
3. "Authorized Representative" means the County and the Participating Party employee who has been authorized in writing by the County and the Participating Party to carry out the provisions in the Agreement.
4. "Disaster" means any natural, technological, or civil emergency, or threat thereof that causes damage or has the potential to cause damage of sufficient severity and magnitude to result in a declaration of a State of Emergency by Chatham County, its municipalities, the Governor, or the President of the United States. A Disaster Event can occur in Chatham County and is generally, but not always, associated with a State of Emergency.
5. "Emergency" means any occurrence, or threat thereof, whether natural, or caused by man, in war or in peace, which results or may result in substantial injury or harm to the population or substantial damage to or loss of property. An Emergency Event can occur in Chatham County irrespective of a State of Emergency.
6. "Participating Party" means the organization that has become party to this Agreement by its approval and execution of this Agreement.
7. Any term or expression not defined in this Agreement shall have the meaning specified in the Georgia Emergency Management Act, (the Act) as amended and rules promulgated thereunder, and the Chatham County Emergency Management Code, unless used in a context that clearly suggests a different meaning.

ARTICLE III

TERMS OF AGREEMENT

This Agreement, once executed, is valid for one-year from the date of signature. Agreement between the County and the Participating Party shall automatically renew for additional one-year terms for four additional years unless written notice is provided to terminate the agreement. This



agreement may be terminated by either party upon 30 days' written notice.

ARTICLE IV

REIMBURSEMENT

The Participating Party has agreed to provide these services free of charge based on the availability of personnel while this Agreement is executed and the provisions established by the Agreement are activated. Under the provisions of O.C.G.A. title 38-3-32, 'Georgia Emergency Management Act of 1981', immunity is granted through certain conditions by law. No reimbursement is required.

ARTICLE V

LIABILITY AND IMMUNITY

It is the express intent of the parties that the immunities specified in accordance with O.C.G.A. § 38-3-32, O.C.G.A § 38-3-33, and O.C.G.A § 38-3-35 of the 'Georgia Emergency Management Act of 1981', shall apply in addition to any other immunity provided by statutory or case law.

Chatham County, the Participating Party and their respective governing bodies do not waive their sovereign immunity by entering into this Agreement. Each entity fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this Agreement.

ARTICLE VI

GENERAL PROVISIONS

1. **Amendments**. Either party may request changes to this Agreement. Any changes, modifications, revisions, or amendments to this Agreement which are mutually agreed upon by and between the parties to this Agreement shall be incorporated by written instrument, and effective when executed and signed by all parties to this Agreement.
2. **Applicable Law**. The construction, interpretation and enforcement of this Agreement shall be governed by the laws of the State of Georgia.
3. **Authority Granted and Chain of Command**. The Primary Coordinators identified in Appendix A are authorized to coordinate the planning, exercise, execution, and operation of the terms of this Agreement. Unless the Primary Coordinators identified in Appendix A are executive members with authority to make commitments on behalf of their respective organization, the Primary Coordinators identified in Appendix A do not have the authority to commit funds of either governing body without proper approval thru their respective organizations.



4. Entirety of Agreement. This Agreement consists of the entire and integrated agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.
5. Severability. Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of the Agreement shall continue in effect, and either party may renegotiate the terms affected by the severance.
6. Third Party Beneficiary Rights. The parties do not intend to create in any other individual or entity the status of a third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement. The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement. The parties to this Agreement intend and expressly agree that only party's signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement; to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement; or to bring an action for the breach of this Agreement.
7. Open Records Act: Participating Party shall abide by all provisions of the State of Georgia's Open Records Act, O.C.G.A. § 50-18-70, *et seq.*, to the extent, if any, that the Act applies to Participating Party. To the extent that services are provided on behalf of the County, which results in documents or other records as defined by the Act, Participating Party shall be subject to disclosure required by the County pursuant to the Georgia Open Records Act. Participating Party shall cooperate fully with the County through the County Attorney's Office to fulfill all obligations under the Act. In the event that the County receives an open records request or other form of legal compulsion to produce information provided to it by Participating Party, the County will provide Participating Party with prompt notice and will discuss with Participating Party in good faith the nature of such request(s) and the extent of the information to be disclosed so that Participating Party may seek a protective order or other appropriate remedy to protect confidential information, as provided by the Georgia Open Records Act, O.C.G.A. § 50-18-70, *et seq.*, and/or the Georgia Open Meetings Act, O.C.G.A. § 50-14-1 *et seq.*

ARTICLE VII

PARTICIPATING PARTY RESPONSIBILITIES

It shall be the responsibility of the County and the Participating Party to formulate procedures and programs for cooperation in the performance of the responsibilities listed in this Agreement. In formulating such plans, and in implementing such plans, the County, and the Participating Party, insofar as practical, shall:



1. Responsibilities of the County:

- a) Administer this Agreement.
- b) Designate a staff member in Appendix A as the Primary Coordinator for this Agreement and cooperatively plan, exercise, and execute the provisions of this Agreement with the identified Primary Coordinator of the Participating Party.
- c) Communicate with Gateway Community Service Board during emergencies, disasters, or during tropical cyclone events to ensure timelines and expectations are clearly understood.
- d) Authorize Gateway Community Service Board re-entry during Phase II of the re-entry program following a significant emergency or disaster event.
- e) Coordinate training and exercises in support of this agreement.

2. Responsibilities of the Participating Party:

- a) Designate a staff member in Appendix A as the Primary Coordinator for this Agreement and cooperatively plan, exercise, and execute the provisions of this Agreement with the identified Primary Coordinator of the County.
- b) Coordinate with the agencies and organizations within Chatham County that provide mental health support services to ensure situational awareness and a coordinated response to an emergency or disaster through the provision of a representative to staff the Mental Health Services Unit within the County's EOC, if available.
- c) Provide mental health support services to Chatham County's first responders and EOC staff, if available.
- d) Provide staff to offer mental health support for individuals affected by emergencies or disasters, including, but not limited to, individuals receiving services through an Incident Assistance Center (IAC), individuals that are part of the Hurricane Registry evacuation process or those that utilize the Evacuation Assembly Area (EAA)/Returnee Reception Center (RRC) during an evacuation due to a tropical cyclone threat, if available.
- e) Participate in training and exercises in support of this agreement.

ARTICLE VIII

CONSTRUCTION WITH CONCURRENT AGREEMENTS

Nothing contained in this Agreement shall be construed to be in conflict with any other contract held between the parties. The parties specifically acknowledge that reimbursement for non-disaster related expenses and services are not governed by this Agreement.



ARTICLE IX

VALIDITY

In witness whereof, the parties to this Agreement through their duly authorized representatives have executed this Agreement on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Agreement as set forth herein.

The effective date of this Agreement is the date of the signature last affixed to this page.

Agreed:

Ashley Allen, Chief Operating Officer
Gateway Community Service Board

Chester A. Ellis, Chairman
Chatham County Board of Commissioners

Reviewed and Approved as to Legal Form by:

Attest:

R. Jonathan Hart
Chatham County Attorney

Janice E. Bocook
Clerk of Commission

Date: ____/____/____

#G: 2024 Gateway MOA (6643 : MOA - Gateway)



APPENDIX A

AUTHORIZED REPRESENTATIVES

The below named individual(s), in addition to the Chief Executive Officer, is/are the “Authorized Representative(s)” for the County and the Participating Party, and are authorized to request, offer, or otherwise provide and coordinate the provisions of this Agreement on behalf of the County and the Participating Party:

Chatham County Authorized Representative:

Dennis Jones, Director
Chatham Emergency Management Agency
124 Bull Street, Room 140
Savannah, GA 31401
Phone: (912) 201-4500 (office); (912) 658-3115 (cell)
Email: dtjones@chathamcounty.org

Participating Party Representative:

Ashely Allen, Chief Operating Officer
Gateway Community Service Board
7395 Hodgson Memorial Drive,
Savannah, GA 31406
Phone: (912) 310-7516 (cell)
Email: ashley.allen@gatewaycsb.org

Date: ____/____/____

NOTE: This Appendix can be amended by the County, CEMA or the Participating Party as needed with no effect on the entire Agreement. Amendments to this Appendix shall be made in writing and submitted to the Participating Party thirty days prior to the change taking effect.

#G: 2024 Gateway MOA (6643 : MOA - Gateway)



AGENDA ITEM: 10.8

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Linda Cramer, Assistant County Manager

ISSUE:

Request Board approval of a Conveyance Agreement for Fire Apparatuses and Equipment between County and Southside Fire Protection, Inc. d/b/a Chatham Emergency Services.

BACKGROUND: On December 17, 2021 County and Chatham Emergency Services (CES) entered into a Memorandum of Understanding for CES to provide fire protection services within the unincorporated County fire districts that CES had historically served including Wilmington-Whitemarsh Fire Service District, Skidaway-Montgomery Fire Service District, Seventh District Fire Service District, and Georgetown-Grove Point Fire Service District. In the MOU the County agreed to fund the fire protection services of CES. The County later implemented a fire fee for such purpose. On August 25, 2023 the County approved a Resolution authorizing County staff to develop and implement a transition plan to move fire protection services from CES to County.

FACTS AND FINDINGS:

1. On December 17, 2021 County and Chatham Emergency Services (CES) entered into a Memorandum of Understanding for CES to provide fire protection services within the unincorporated County fire districts that CES had historically served including Wilmington-Whitemarsh Fire Service District, Skidaway-Montgomery Fire Service District, Seventh District Fire Service District, and Georgetown-Grove Point Fire Service District. In the MOU the County agreed to fund the fire protection services of CES.
2. The County later implemented a fire fee for such purpose. On August 25, 2023 the County approved a Resolution authorizing County staff to develop and implement a transition plan to move fire protection services from CES to County.
3. After negotiating with the CES Board, CES has agreed to convey its fire apparatuses and equipment to the County. The County will pay the outstanding debt service amount of up to \$4,687,334 to be adjusted by any CES payments made after June 30, 2023. County will make the debt service payments over a five year period. A list of the assets to be conveyed to the County is shown as Exhibit A of the agreement.
4. In addition to the purchase of the assets, the County will pay CES for its FY2023 budget overage of \$570,000 by December 31, 2024.
5. County will lease CES stations. A separate lease agreement has been drawn up related to the lease of property.
6. CES Firefighters will transition to County Firefighters by July 1, 2024.

BLUEPRINT ALIGNMENT:

The transition of fire protection services to the County will allow the County to maintain and enhance the current service level within the community.

FUNDING: Funding will be provided in future fiscal year budgets for the debt service payments and the budget overage. Most of the funding will come from the Fire Fund which holds the fire fee payments made by unincorporated area property owners.

ALTERNATIVES:

1. Approve the Conveyance Agreement for Fire Apparatuses and Equipment between Chatham County and Southside Communities Fire Protection, Inc., d/b/a Chatham Emergency Services.
2. Provide other direction.

POLICY ANALYSIS:

Chatham County is one of the few and possibly the only local government in Georgia that charges fire fees on a “subscription” basis to its citizens. While this practice may continue, the County has the fiscal ability and resources to invest in a higher service level.

RECOMMENDATION:

Alternative 1.

#H: CES Fire revised conveyance agreement

Linda Cramer	Completed	03/26/2024 8:24 AM
Please add updated agreement		
R. Jonathan Hart	Completed	03/29/2024 3:35 PM
Danielle Hillery	Completed	04/03/2024 9:16 AM
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM

CONVEYANCE AGREEMENT FOR FIRE APPARATUSES, AND
EQUIPMENT BETWEEN
CHATHAM COUNTY, GEORGIA
AND
SOUTHSIDE COMMUNITIES FIRE PROTECTION, INC., d/b/a
CHATHAM EMERGENCY SERVICES

This Conveyance Agreement is entered into by and between Chatham County, Georgia, hereinafter referred to as “County” and Southside Communities Fire Protection, Inc., d/b/a Chatham Emergency Services, Inc.”, hereinafter referred to as “CES” this _____ day of _____, 2024 and shall become effective upon final approval by both parties.

WHEREAS, CES is a non-profit, fire department organized and created under the laws of the State of Georgia for the purpose of furnishing fire protection within Unincorporated Chatham County, Georgia; and,

WHEREAS, Chatham County is a political subdivision of the State of Georgia owning property within the aforesaid unincorporated areas, both improved and unimproved; and,

WHEREAS, CES and the County have had a longstanding relationship wherein CES has provided fire protection to the County that dates back to at least 1984; and,

WHEREAS, CES has been a County designated fire department for certain fire districts in the County’s five designated fire service districts; and,

WHEREAS, CES has provided fire protection services under a contract to many residents and entities located within the unincorporated area of Chatham County; and,

WHEREAS, the County has determined that public safety interests are best served if the County takes over the provision of fire

#H: CES Fire revised conveyance agreement (6504 : CES Asset Purchase)

protection services for the property owners within the CES fire districts;
and

WHEREAS, the CES has agreed that the County shall provide fire protection services within the CES fire district; and

WHEREAS, CES fire service personnel will be transferred to the County to become County employed Firefighters; and

WHEREAS, CES fire stations, fire apparatuses, and equipment is required to provide for response activities within the unincorporated area; and

WHEREAS, CES presently has fourteen fire stations located throughout the unincorporated area of the county and provides fire protection, fire apparatuses, and equipment and,

WHEREAS, County and CES are both agreeing to the conveyance or lease of fire stations, fire apparatuses, and equipment necessary for the health, welfare and safety of the public once the County takes over the Fire Department;

Therefore, the parties do hereby agree to the following terms of this lease agreement:

ARTICLE I. Conveyance

CES does hereby sell to County, all fire apparatuses and fire equipment used to provide fire protection services within Chatham County for and in consideration of taking over the debt service of CES. CES does hereby bargain, sell, convey and deliver unto Chatham County, Georgia, all fire apparatuses and fire equipment described in **Exhibit "A"** attached hereto and made a part hereof. Further, in consideration of the conveyance:

1. County shall take over all debt obligations of CES on fire apparatuses, equipment and long term assets. As of June 30, 2023 the outstanding debt service amount was \$4,687,334 which shall be adjusted by any payments made by CES during

- the later of the fiscal year ended June 30, 2024 or the date of this agreement.
2. The County and CES agree that the County's debt service payment will be spread over a five year period so that all debt service will be paid by June 30, 2029.
 3. County shall take over all maintenance responsibilities of fire apparatuses and equipment as well as all insurance.
 4. CES shall have its Board of Directors sit as an advisory Board as it relates to County Fire Protection Services.
 5. County agrees that CES shall park an ambulance at the County fire stations in perpetuity to provide EMS services in Chatham County.
 6. County accepts the conveyed fire apparatuses and equipment AS IS in its present condition, and as suited for the uses intended by County.
 7. In addition to the debt service payment to CES for assets outlined in Exhibit A, by December 31, 2024 County agrees to pay CES \$570,000 for the fiscal year 2023 budget overage for costs it incurred in providing fire protection services.

Article III. Jurisdiction and Venue

This Agreement is to be construed pursuant to the current laws of the State of Georgia. Jurisdiction and venue for any claim arising out of this Agreement shall be made in the State of Georgia, County of Chatham.

ARTICLE III. Entire Agreement

This conveyance contains the entire agreement of the parties hereto and no representations, inducements, promises or agreements, oral or otherwise, between the parties, not embodied herein unless contained in a modification in writing executed by all of the parties hereto, shall be of any force or effect except that the Chairman of the Chatham County Board of Commissioners may negotiate with CES as to any unanticipated

terms and subsequently inform the County commissioners as to any modifications thereto.

IN WITNESS WHEREOF, the parties herein have hereunto set their hands and seals the day and year first above written.

Chatham Emergency Services

Tim Blanco, Chairman Chatham Emergency Services

Chatham County

Chester A. Ellis, Chairman of the Chatham County Commissioners

Approved as to legal form:

Assistant County Attorney

Attest:

Janice E. Bocook, County Clerk Chatham County Commissioners

#H: CES Fire revised conveyance agreement (6504 : CES Asset Purchase)



AGENDA ITEM: 10.9

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Linda Cramer, Assistant County Manager

ISSUE:

Request Board approval of a Lease Agreement for Fire Stations between County and Southside Fire Protection, Inc. d/b/a Chatham Emergency Services.

BACKGROUND: On December 17, 2021 County and Chatham Emergency Services (CES) entered into a Memorandum of Understanding for CES to provide fire protection services within the unincorporated County fire districts that CES had historically served including Wilmington-Whitemarsh Fire Service District, Skidaway-Montgomery Fire Service District, Seventh District Fire Service District, and Georgetown-Grove Point Fire Service District. In the MOU the County agreed to fund the fire protection services of CES. The County later implemented a fire fee for such purpose. On August 25, 2023 the County approved a Resolution authorizing County staff to develop and implement a transition plan to move fire protection services from CES to County.

FACTS AND FINDINGS:

1. On December 17, 2021 County and Chatham Emergency Services (CES) entered into a Memorandum of Understanding for CES to provide fire protection services within the unincorporated County fire districts that CES had historically served including Wilmington-Whitemarsh Fire Service District, Skidaway-Montgomery Fire Service District, Seventh District Fire Service District, and Georgetown-Grove Point Fire Service District. In the MOU the County agreed to fund the fire protection services of CES.
2. The County later implemented a fire fee for such purpose. On August 25, 2023 the County approved a Resolution authorizing County staff to develop and implement a transition plan to move fire protection services from CES to County.
3. After negotiating with the CES Board, CES has agreed to lease its fire stations to the County so that County may provide fire protection services in the unincorporated area. The County shall pay \$1 per year for the lease of stations. A list of the stations to be leased is listed as Exhibit A of the lease agreement.
4. CES will convey fire apparatuses and equipment to County under a separate agreement.
5. CES Firefighters will transition to County Firefighters by July 1, 2024.

BLUEPRINT ALIGNMENT:

The transition of fire protection services to the County will allow the County to maintain and enhance the current service level within the community.

FUNDING: Funding will be provided in future fiscal year budgets for the lease payment. Funding will come from the Fire Fund which holds the fire fee payments made by unincorporated area property owners.

ALTERNATIVES:

1. Approve the Lease Agreement for Fire Stations between Chatham County and Southside Communities Fire Protection, Inc., d/b/a Chatham Emergency Services.
2. Provide other direction.

POLICY ANALYSIS:

Chatham County is one of the few and possibly the only local government in Georgia that charges fire fees on a “subscription” basis to its citizens. While this practice may continue, the County has the fiscal ability and resources to invest in a higher service level.

RECOMMENDATION:

Alternative 1.

#I: CES Lease of stations to County 2024

Linda Cramer	Completed	03/26/2024 8:25 AM
Please add updated agreement		
R. Jonathan Hart	Completed	03/29/2024 3:34 PM
Danielle Hillery	Completed	04/03/2024 9:18 AM
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM

LEASE AGREEMENT FOR FIRE STATIONS

BETWEEN

CHATHAM COUNTY, GEORGIA

AND

SOUTHSIDE COMMUNITIES FIRE PROTECTION, INC., d/b/a
CHATHAM EMERGENCY SERVICES

This Lease Agreement is entered into by and between Chatham County, Georgia, hereinafter referred to as “County” and Southside Communities Fire Protection, Inc., d/b/a Chatham Emergency Services, Inc.”, hereinafter referred to as “CES” this _____ day of _____, 2024 and shall become effective upon final approval by both parties.

WHEREAS, CES is a non-profit, fire department organized and created under the laws of the State of Georgia for the purpose of furnishing fire protection within Unincorporated Chatham County, Georgia; and,

WHEREAS, Chatham County is a political subdivision of the State of Georgia owning property within the aforesaid unincorporated areas, both improved and unimproved; and,

WHEREAS, CES and the County have had a longstanding relationship wherein CES has provided fire protection to the County that dates back to at least 1984; and,

WHEREAS, CES has been a County designated fire department for certain fire districts in the County’s five designated fire service districts; and,

WHEREAS, CES has provided fire protection services under a contract to many residents and entities located within the unincorporated area of Chatham County; and,

#: CES Lease of stations to County 2024 (6505 : CES Lease Agreement)

WHEREAS, the County has determined that public safety interests are best served if the County takes over the provision of fire protection services for the property owners within the CES fire districts; and

WHEREAS, CES has agreed that the County shall provide fire protection services within the CES fire district; and

WHEREAS, CES fire service personnel will be transferred to the County to become County employed Firefighters; and

WHEREAS, CES fire stations, fire apparatuses, and equipment is required to provide for response activities within the unincorporated area; and

WHEREAS, CES presently has fourteen fire stations located throughout the unincorporated area of the county and provides fire protection, fire apparatuses, and equipment and,

WHEREAS, CES, upon this agreement, will no longer operate fire protection service in Chatham County; and,

WHEREAS, County and CES are both agreeing to the lease of all fourteen fire stations by the County to include any equipment not conveyed to the County necessary for the health, welfare and safety of the public once the County takes over the Fire Department;

Therefore, the parties do hereby agree to the following terms of this lease agreement:

ARTICLE I. Lease of Premises

CES does hereby lease to County, and County leases from CES, all that certain tracts and parcels of land, including the buildings and improvements now or hereafter constructed thereon in Chatham County, Georgia, described in Exhibit "A" attached hereto and made a part hereof.

Article II. Obligations of County

1. All recitals referenced above are incorporated into this agreement.
- ~~2. County shall take over all debt obligations of CES on the properties.~~
3. County shall take over all maintenance responsibilities of Leased properties.
4. County shall at all times maintain the Premises, including, but not limited to, the interior of the Premises and Improvements in general and in good repair and working condition.
5. County shall lease and staff the 2 proposed fire stations, Station 7 and Station 13, on Ogeechee Road and Bamboo Farms.
6. In Station 1 – White Bluff Road, County shall utilize one bay and one side of building for quarters to be used by Chatham County for Fire. The other two bays and side of Station will be utilized by CES for EMS. See Exhibit “B” for full description.
7. In Station 12 – Dean Forest – County shall utilize two fire bays and firefighting quarters. The remaining part of the facility will be utilized by CES including the garage, offices and EMS training building on Dean Forest for ongoing EMS operations/dispatch. See Exhibit “B” for full description. (Also in this one, how are the bills going to be divided?)

Article III. Obligations of CES

1. All recitals referenced above are incorporated into this agreement.
2. CES shall have its Board of Directors sit as an advisory Board as it relates to County Fire Protection Services.
3. CES shall have use of the fire stations listed in Attachment A in perpetuity for EMS services.
4. CES shall remain the owners of the cell towers at the fire stations and will provide access to the County for any designated fire service use.

Article IV: Other Terms and Conditions

1. Terms and Termination of Agreement – The fixed lease is for \$1 annually for 5 (5) one-year terms and will automatically renew for an additional five (5) one-year lease terms, or for as long as County remains as the designated Fire Department for unincorporated Chatham County and needs the buildings. The County may terminate this Agreement only by majority vote of the Chatham County Commissioners with six (6) months’ notice to CES.
2. Notices – Any and all notices, which may be required hereunder by any party to the other party, shall be executed in writing by either personal delivery, or by mail, registered or certified, postage pre-paid with a return receipt requested. Mailed notices must be addressed to the parties at the addresses herein contained in this Agreement. However, each party may change their address, thus requiring written notice of such change of address in accordance with this section. Any hand delivered notice shall be deemed communicated as of actual receipt; mailed notices shall be deemed communicated after five (5) days of mailing.
 - a. Notice for the County: County Manager, P.O. Box 8161, Savannah, GA 31412
 - b. Notice for CES: CEO or designee: 1399 Dean Forest Rd. Savannah, GA 31405
3. Jurisdiction and Venue – This Agreement is to be construed pursuant to the current laws of the State of Georgia. Jurisdiction and venue for any claim arising out of this Agreement shall be made in the State of Georgia, County of Chatham.
4. Termination:
 - a. Notwithstanding the terms for termination of this contract set forth herein, pursuant to O.C.G.A. Section 36-60-13, this Contract will terminate immediately and absolutely if the County determines that adequate funds are not appropriated or granted or funds are de-appropriated such that the

County cannot fulfill its obligations under the Contract, which determination is at the County's sole discretion and shall be conclusive. Further, the County may terminate the lease agreement to certain properties owned by CES for any one or more of the following reasons effective immediately without advance notice:

- i. County determines that a fire station is no longer required or necessary to be used by the County, in which case the fire station reverts back to CES.
5. Indemnification: CES agrees to indemnify the County from any and all liability, losses, claims and causes of action that arise from, directly or indirectly caused or are related to CES providing EMS services under this agreement. The provisions of this paragraph shall not be interpreted to be a waiver of any sovereign immunity of the County.
 6. Use of Premises. The Premises are leased for fire department uses by the Chatham County government. CES will have use of the fire stations in perpetuity for EMS services.
 7. Default and Remedies:
 - 7.1 Events of Default. The occurrence of any of the following shall constitute events of default:
 - (a) Any part, portion or component of the Total Rental, or any other sums payable under this Lease are not received when due;
 - (b) The Property is deserted, vacated, or not used as regularly or consistently as would normally be expected for similar property put to the same or similar purposes, even though County may continue to pay Total Rental or return the unused property to CES;
 - (c) County breaches or fails to comply with any term, provision, condition or covenant of this Lease, other than the payment of Rental.

7.2 Remedies. Upon the occurrence of an event of default as set forth in Subsection 18.1 above, CES may do or perform any one or any combination of the following in addition to, and not in limitation of, any other remedy or right prescribed or permitted to them by law or by this Lease, if the events of default, other than that described in Subsection 18.1(a) are not cured within fifteen (15) days, or such longer period as CES, in the exercise of their reasonable discretion may allow, given exigent circumstances, after written notice by CES to County of any such default:

(b) CES may re-enter and take possession of the Property without terminating this Lease and sublease the Property in its entirety for the account of the County on any property that the County no longer uses.

(d) CES may take whatever action at law or in equity which may appear necessary or desirable to collect the Rental due hereunder for the unexpired portion of the Lease Term, or to enforce the performance and observance of any other obligation, agreement, or covenant contained in this Lease, or to recover any and all damages suffered by CES as a result of County's violation or breach of any term, condition or provision of this Lease.

(e) No remedy herein conferred upon the CES is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Lease, or now or hereafter existing at law or in equity, or by statute.

7.3 In the event that County should default under any provision of this Lease, or should County hold over and continue possession after the termination of expiration of the Lease Term, and should CES employ attorneys or incur other expenses for the collection of rent or other charges payable under this Lease or the enforcement

or performance or observation of any obligation or agreement on the part of County herein contained, County agrees that County will, on demand therefore, pay to CES fifteen percent (15%) of all sums due hereunder as, or in lieu of, attorneys fees, in addition to all other actual expenses incurred by CES.

8. **Dispute Resolution:** If a dispute arises between the parties it is agreed that the terms of this contract shall prevail over any conflict in the language of this contract with the Bylaws of CES. The Parties will attempt in good faith to resolve any dispute or claim arising out of or in relation to this Contract through negotiations between the County Manager and CES. If the dispute cannot be settled amicably within THIRTY (30) days from the date on which either Party has served written notice on the other of the dispute, then the remaining provisions of this Clause shall apply. Both parties agree to non-binding mediation and to attempt to resolve any dispute in good faith. Should it be necessary, both parties agree to select a mediator to help resolve disputed matters.

9. **ACCEPTANCE OF PROPERTY:**

9.1 County accepts the leased Properties AS IS in its present condition, and as suited for the uses intended by County. County shall, throughout the Lease Term and all renewals or extensions thereof, at its expense, maintain in good order and repair the Property, including the building and other improvements, including but not limited to, plumbing, electrical, and HVAC system located thereon or therein, except those repairs expressly required to be made pursuant to this Lease. County agrees to return said Property to CES at the expiration, or prior termination, of this lease in as good condition and repair as when first received, natural wear and tear, damage by storm, fire, lightning, earthquake or other casualty alone excepted.

9.2 County shall not or under any circumstances be liable for any damage or injuries to persons or property suffered or sustained in the use, condition, or operation of the EMS service and all such claims are specifically waived by CES. CES makes no warranties, expressed or implied, as to the condition of the fire stations or its fitness for any particular purpose.

10. Condemnation.

(a) Complete Taking. If at any time during the Term, title to the entire Premises should become vested in a public or quasi-public authority by virtue of the exercise of a taking by condemnation or the right of eminent domain, or by voluntary transfer from CES under threat of such taking, or in the event that title to a portion of the Premises should be so taken or transferred rendering continued use by County commercially impossible, then this Lease shall terminate as of the time of vesting of title, after which neither party shall be further obligated to the other except that County shall not be responsible to pay CES any rent for the current Lease Year owed to CES up to the date of such termination.

11. Utilities and Services. County shall pay all charges for heat, water, gas, electric current and other utilities used in or on the Premises, such payments to be made as and when the charges therefore shall become due and payable. All such charges shall be incurred in the name and for the account of County.

12. Insurance:

12.1 County shall be responsible for payment of the cost of any insurance on County's personal property used on the Property throughout the Lease Term, and any extension thereof.

(f) Self-Insurance. For any risk for which County self-insures, County releases CES from any liability, loss, cost or expense with respect to damage, loss, theft, personal injury or death (including

any subrogation rights), regardless of the alleged cause thereof and whether CES could be alleged to be negligent in any respect.

13. Assignment and Subletting:

County may not assign this Lease or any interest hereunder, or sublease the Property or any part thereof, or permit the use of the Property by any party other than County. Consent to one or more assignments or subleases shall not destroy or waive this provision. Any approved sublessees and assignees shall become directly liable to CES for all obligations of County hereunder without relieving County's liability.

14. Entire Agreement:

This Lease contains the entire agreement of the parties hereto and no representations, inducements, promises or agreements, oral or otherwise, between the parties, not embodied herein unless contained in a modification in writing executed by all of the parties hereto, shall be of any force or effect except that the Chairman of the Chatham County Board of Commissioners may negotiate with CES as to any unanticipated terms and subsequently inform the County Commissioners as to any modifications thereto.

IN WITNESS WHEREOF, the parties herein have hereunto set their hands and seals the day and year first above written.

Chatham Emergency Services

Tim Blanco, Chairman Chatham Emergency Services

Chatham County

Chester A. Ellis, Chairman of the Chatham County Commissioners

Approved as to legal form:

Assistant County Attorney

Attest:

Janice E. Bocook, County Clerk Chatham County Commissioners

#: CES Lease of stations to County 2024 (6505 : CES Lease Agreement)



AGENDA ITEM: 10.10

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Marcus Lotson, Assistant Director

ISSUE:

Request Board approval for a permit to dispense alcoholic beverages for a special event in Chatham County on Saturday, June 22, 2024. Petitioner: Charles Bulloch hosting a Graduation Celebration to be held at 413 W. Wayne Street, Savannah, GA 31401 (Dr. Priscilla D. Thomas Multipurpose Annex). [District 3]

BACKGROUND:

Mr. Bulloch. requests approval for a temporary beer, wine and liquor pouring license in connection with a graduation celebration. The special event meets the requirements of the Chatham County Alcoholic Beverage Ordinance.

FACTS AND FINDINGS:

1. A Graduation Celebration, through applicant Charles Bulloch has requested for approval to dispense alcohol at 413 W. Wayne Street, Savannah, GA 31401 (Dr. Priscilla D. Thomas Multipurpose Annex). The applicant has the intent to dispense alcoholic beverage(s) at the event.
2. Section 17-201 of the Chatham County Business/Occupational Tax Ordinance requires approval of the Board of Commissioners to dispense alcoholic beverages on any County-owned property or within any County-owned building or facility.
3. The ordinance grants the Board of Commissioners discretion to allow the consumption of alcoholic beverages in conjunction with a special event held any County-owned property or within any County-owned building or facility.

BLUEPRINT ALIGNMENT:

Quality of Life: Goal 4 - Provide effective and efficient government services while ensuring that processes and procedures are planned and executed with transparency.

FUNDING:

N/A

ALTERNATIVES

1. Board approve request for permit to allow the dispensing and consumption of alcoholic beverages in conjunction with the requested special event for 2024 for a Graduation Celebration to be held at 413 W. Wayne Street, Savannah, GA 31401 (Dr. Priscilla D. Thomas Multipurpose Annex).
2. Board deny request for permit to allow the dispensing and consumption of alcoholic beverages in conjunction with the requested special event for 2024 for a Graduation Celebration to be held at 413 W. Wayne Street, Savannah, GA 31401 (Dr. Priscilla D. Thomas Multipurpose Annex).

POLICY ANALYSIS:

The Alcoholic Beverages Code prohibits the sale, possession, or consumption of alcoholic beverages any County-owned property or within any County-owned building or facility without approval of the Board of Commissioners.

RECOMMENDATION:

Staff recommends approval of Alternative 1

Marcus Lotson	Completed	05/15/2024 4:03 PM
Danielle Hillery	Completed	05/16/2024 1:22 PM
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM



AGENDA ITEM: 10.11

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Marcus Lotson, Assistant Director

ISSUE:

Request Board approval for a permit to dispense alcoholic beverages for a special event in Chatham County on Saturday, June 15, 2024. Petitioner: Jestine Evans hosting a Family Reunion to be held at 413 W. Wayne Street, Savannah, GA 31401 (Dr. Priscilla D. Thomas Multipurpose Annex). [District 3]

BACKGROUND:

Ms. Evans requests approval for a temporary liquor pouring license in connection with a family reunion. The special event meets the requirements of the Chatham County Alcoholic Beverage Ordinance.

FACTS AND FINDINGS:

1. A Family Reunion, through applicant Jestine Evans has requested for approval to dispense alcohol at 413 W. Wayne Street, Savannah, GA 31401 (Dr. Priscilla D. Thomas Multipurpose Annex). The applicant has the intent to dispense alcoholic beverage(s) at the event.
2. Section 17-201 of the Chatham County Business/Occupational Tax Ordinance requires approval of the Board of Commissioners to dispense alcoholic beverages on any County-owned property or within any County-owned building or facility.
3. The ordinance grants the Board of Commissioners discretion to allow the consumption of alcoholic beverages in conjunction with a special event held any County-owned property or within any County-owned building or facility.

BLUEPRINT ALIGNMENT:

Quality of Life: Goal 4 - Provide effective and efficient government services while ensuring that processes and procedures are planned and executed with transparency.

FUNDING:

N/A

ALTERNATIVES

1. Board approve request for permit to allow the dispensing and consumption of alcoholic beverages in conjunction with the requested special event for 2024 for a Family Reunion to be held at 413 W. Wayne Street, Savannah, GA 31401 (Dr. Priscilla D. Thomas Multipurpose Annex).
2. Board deny request for permit to allow the dispensing and consumption of alcoholic beverages in conjunction with the requested special event for 2024 for a Family Reunion to be held at 413 W. Wayne Street, Savannah, GA 31401 (Dr. Priscilla D. Thomas Multipurpose Annex).

POLICY ANALYSIS:

The Alcoholic Beverages Code prohibits the sale, possession, or consumption of alcoholic beverages any County-owned property or within any County-owned building or facility without approval of the Board of Commissioners.

RECOMMENDATION:

Staff recommends approval of Alternative 1

Marcus Lotson	Completed	05/15/2024 4:26 PM
Danielle Hillery	Completed	05/16/2024 1:23 PM
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM



AGENDA ITEM: 10.12

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Marcus Lotson, Assistant Director

ISSUE:

Request Board approval for a permit to dispense alcoholic beverages for a special event in Chatham County on Saturday, July 6, 2024. Petitioner: Jose Arcos-Hernandez hosting a Quinceañera to be held at 5975 Ogeechee Road, Savannah, GA 31419 (Party Bling Event Center). [District 6]

BACKGROUND:

Jose Arcos-Hernandez requests approval for a temporary beer, wine and liquor pouring license in connection with a Quinceañera. The special event meets the requirements of the Chatham County Alcoholic Beverage Ordinance.

FACTS AND FINDINGS:

1. A Quinceañera, through applicant Jose Arcos-Hernandez has requested for approval to dispense alcohol at 5975 Ogeechee Road, Savannah, GA 31419 (Party Bling Event Center). The applicant has the intent to dispense alcoholic beverage(s) at the event.
2. Section 17-201 of the Chatham County Business/Occupational Tax Ordinance requires approval of the Board of Commissioners to dispense alcoholic beverages on any County-owned property or within any County-owned building or facility.
3. The ordinance grants the Board of Commissioners discretion to allow the consumption of alcoholic beverages in conjunction with a special event held any County-owned property or within any County-owned building or facility.

BLUEPRINT ALIGNMENT:

Quality of Life: Goal 4 - Provide effective and efficient government services while ensuring that processes and procedures are planned and executed with transparency.

FUNDING:

N/A

ALTERNATIVES

1. Board approve request for permit to allow the dispensing and consumption of alcoholic beverages in conjunction with the requested special event for 2024 for a Quinceañera to be held at 5975 Ogeechee Road, Savannah, GA 31419 (Party Bling Event Center).
2. Board deny request for permit to allow the dispensing and consumption of alcoholic beverages in conjunction with the requested special event for 2024 for a Quinceañera to be held at 5975 Ogeechee Road, Savannah, GA 31419 (Party Bling Event Center).

POLICY ANALYSIS:

The Alcoholic Beverages Code prohibits the sale, possession, or consumption of alcoholic

beverages any County-owned property or within any County-owned building or facility without approval of the Board of Commissioners.

RECOMMENDATION:

Staff recommends approval of Alternative 1

#J: Image_035

Marcus Lotson	Completed	05/15/2024 12:30 PM
Danielle Hillery	Completed	05/16/2024 1:16 PM
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM

CHATHAM COUNTY



DEPARTMENT OF BUILDING SAFETY & REGULATORY SERVICES

1117 Eisenhower Drive, Suite D, Savannah, Georgia 31406
Phone: 912-201-4313 | Fax: 912-201-4301 | https://buildingsafety.chathamcountyga.gov/

Special Event Temporary Alcoholic Beverage Application

1. Date of Application: May 1st Calendar Year: 2024

2. Property Identification Number (PIN) of Event:

3. Applying Applicant / Responsible Person Information:

Name: Jose Arcos-Hernandez

Residence: City: State: Ga Zip:

Contact Phone Cell Phone Email:

Date of Birth Sex: M Race: H Social Security/Fed. Tax I.D.#:

Driver's License Number State: Ga Georgia Sales Tax I.D. #

Have you ever been arrested? YES NO If Yes, give date and offense:

4. Business / Organization Information:

Name of Business / Organization: Party Bling

Physical Business / Organization Address: 5975 Ogeechee Rd. City: Savannah State: Ga Zip: 31419

Business Phone: Other Phone: Email:

5. Date of Event: JULY 6th to JULY 6th Event Hours: 5 PM to 11:30 PM

6. Type of Event: Quinceañera

Location of Event: 5975 Ogeechee Rd. Savannah, Ga. 31419

7. Type of Alcohol to be served at event: Beer Wine Liquor ALL

8. Temporary Permit is for: Consumption on Premises Retail

9. Wholesaler(s) Name & Address of Alcoholic Beverage Provider Delivering for Event: Dept. of Building Safety & Regulatory Services

NOTE: Georgia sales tax must be remitted to the state on all sales at this event. Mixed Drink Tax (liquor) must be remitted to Chatham County Finance Department.

By signing below, I hereby authorize any agent/representative of Chatham County to conduct a non-criminal background check to operate within Unincorporated Chatham County limits, and certify that I am the person authorized by the business herein named to file this application, including accompanying documents. I further certify that all statements and information provided on and with this application are true, correct and complete.

Signature of Applying Applicant

Date: May 1, 2024

RECEIVED CHATHAM COUNTY MAY 01 2024

#J: Image_035 (6636 : Jose Arcos-Hernandez hosting Quinceañera - temp. B-W-L Permit)

*****Official Use Only*****

Chatham County:

This proposed Temporary alcohol Does Does NOT meet the Chatham County Alcoholic Beverage Ordinance.

Fire Inspector: Thomas Welf Date: 5/13/24 Occupancy Load

Police Approval:

Any previous complaints from CCPD: Yes No Criminal Background Record: Yes NO

If so, explain: _____

This business and/or applicant: Is Is NOT approved by CCPD.

Police Department: Dea Jagentrom Date: 5/09/24

ABT Permit # SEAL

District 6

#J: Image_035 (6636 : Jose Arcos-Hernandez hosting Quinceañera - temp. B-W-L Permit)



AGENDA ITEM: 10.13

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Robin Maurer, Purchasing Director

ISSUE:

Request Board approval to award bids as follows: (Please note that purchase thresholds of \$25,000 or more have been enacted: however, contract and change orders of a lesser amount still will appear.)

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
A. Purchase of surveying equipment to improve mapping of Chatham County infrastructure	Engineering	Duncan-Parnell, Inc. Charlotte, NC www.duncan-parnell.com	\$76,218	SSD – Engineering
B. Annual agreement with renewal options for four (4) additional one (1) year terms for an independent contractor agreement to assist with major felony crimes defense representation	Indigent Defense	Martin Hilliard Savannah, GA No Website	\$100,000 annually	General Fund/M&O – Indigent Defense
C. Annual agreement with renewal options for four (4) additional one (1) year terms for an independent contractor agreement to assist with major felony crimes defense representation	Indigent Defense	Robert Persse Savannah, GA No Website	\$100,000 annually	General Fund/M&O – Indigent Defense

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
D. Board confirmation of an emergency procurement of one (1) 2024 Ford Explorer for Chatham County Facilities Maintenance and Operations	Fleet Operations	O.C. Welch Ford Lincoln, Inc. Hardeeville, SC www.goseeocford.com	\$42,180	CIP – Fleet Vehicle Replacement
E. Board confirmation of an emergency procurement of ten (10) 2023 Ford Police Interceptors for Chatham County Sheriff's Office	Fleet Operations	O.C. Welch Ford Lincoln, Inc. Hardeeville, SC www.goseeocford.com	\$427,650	•SPLOST (2003-2008) – Fleet Vehicle Replacement •CIP – Fleet Vehicle Replacement
F. Board confirmation of an emergency procurement to outfit ten (10) 2023 Ford Police Interceptors for Chatham County Sheriff's Office	Fleet Operations	West Chatham Warning Devices, Inc. Savannah, GA www.westchatham.com	\$161,061	CIP – Fleet Vehicle Replacement
G. Change Order No. 1 to the construction contract for the National Museum of the Mighty Eighth Air Force Expansion and Improvements Phase II project, to include a field condition allowance	Engineering	Paul S. Akins Company, Inc. (WBE) Statesboro, GA www.akinsco.com	\$50,000	SPLOST (2020-2026) – Mighty Eighth Museum
H. Purchase of various types of training and duty ammunition	Sheriff's	Gulf State Distributors, Inc. Montgomery, AL gulfstatesdist.com	\$156,990	•General Fund/M&O - Sheriff's Office •General Fund/M&O – Detention Center

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
I. Three (3) year subscription for BlueDAG Government Plus ADA compliance software	Occupational Safety	BlueDAG, LLC Rancho Cordova, CA www.bluedag.com	\$35,964	Risk Management – Occupational Safety
J. Construction contract for rehabilitation of fairway bunkers at Henderson Golf Course	Parks and Recreation	Black Creek Construction, Inc. Ellabell, GA www.blackcreekconstructioninc.com	\$192,307	General Fund/M&O – Henderson Golf Course
K. Change Order No. 2 to the contract for program management and construction management services on various Chatham County capital projects, to add Task 5 - PMCM services for Chatham Multimodal Community Improvements project	Engineering	AECOM & H.J. Russell Joint Venture Atlanta, GA www.aecom.com	\$608,371 (Not to Exceed)	CIP – Chatham Multimodal Community Improvements
L. Subscription renewal to maintain bi-directional data sharing for Chatham Community Data Platform, supporting the Behavioral Health Unit	Strategic Planning	TouchPhrase Development, LLC DBA Julota Colorado Springs, CO www.julota.com	\$238,036	National Opioid Settlement

#K: Item A - Purchase of Surveying Equipment.doc

#L: Item B - Independent Contractor Agreement for Indigent Defense

#M: Item C - Independent Contractor Agreement for Indigent Defense

#N: Item D - Board Confirmation of an Emergency Procurement of One (1) Ford Explorer

Robin Maurer	Completed	05/16/2024 11:23 AM
Linda Cramer	Pending	
Danielle Hillery	Pending	
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM



AGENDA DATE: May 24, 2024

TO: Purchasing Department
FROM: Suzanne Cooler, County Engineer

Handwritten signature in blue ink

ISSUE:

Request Board approval of a \$76,218 sole source purchase of updated survey equipment from Duncan-Parnell, Inc., to improve mapping of County infrastructure. [All Districts]

BACKGROUND: The Department of Engineering requires surveying equipment to accurately survey projects and infrastructure throughout Chatham County.

FACTS AND FINDINGS:

- 1. The Department of Engineering is currently using survey equipment that is outdated and 17 years old. The equipment is unreliable and does not integrate with newer technology.
2. The department routinely uses the equipment for surveys and maintains geo-databases of the County's infrastructure.
3. The requested, updated survey equipment uses the new 2022 state plane coordinate systems and new vertical datums. Without the updated equipment, staff cannot accurately survey and design elevations for the County's infrastructure.
4. The department has standardized its survey equipment, hardware and software on the Trimble Business Center. The requested, updated equipment will integrate with this solution.
5. Duncan-Parnell is a Trimble Authorized Geospatial Partner and is the sole distributor for the state of Georgia.

BLUEPRINT ALIGNMENT: Quality of Life – Goal 4: 1.4.2.4 - Provide effective and efficient government services while ensuring that processes and procedures are planned and executed with transparency.

FUNDING: SSD - Engineering (2701575 - 542500)

ALTERNATIVES:

- 1. Board approval of a \$76,218 sole source purchase of updated survey equipment from Duncan-Parnell, Inc., to improve mapping of County infrastructure. [All Districts].
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approve sole source purchases to maintain standardization of County equipment.

RECOMMENDATION: Staff recommends approval of Alternative 1.

Table with 3 columns: Name, Status, Date/Time. Rows include Suzanne Cooler, Tonya Thompson, Jean Fleming, Connel Heyward, Robin Maurer, Crystal King-Hester, and Board of Commissioners.

#K: Item A - Purchase of Surveying Equipment.doc (6333 : Purchasing Skel 05.24.2024)



AGENDA DATE: May 24, 2024

TO: Purchasing Department
FROM: Kenneth Cail, Indigent Defense Director

ISSUE:

Request Board approval to award an Independent Contractor Agreement to Martin Hilliard in the amount of \$100,000 per year to assist Indigent Defense for Major Felony Crimes Defense representation.

BACKGROUND: The Indigent Defense Office uses independent attorneys to assist with their caseload.

FACTS AND FINDINGS:

1. The contract will be for the period of June 1st, 2024, to May 31st, 2025, and automatically renewed unless otherwise ended. After four (4) consecutive renewals, the agreement will terminate.
2. The attorney will be an independent contractor and will be paid \$100,000 per year for Major Felony Crimes Defense representation.
3. Funds have been pre-approved for this position, and this contract supersedes a previously funded one.
4. Salary for this contractor is in line with the salary of attorneys employed by Chatham County.

BLUEPRINT ALIGNMENT: Quality of Life: Goal 4- Provide effective and efficient government services while ensuring that the processes and procedures are planned and executed with transparency.

FUNDING: General Fund/M&O - Indigent Defense (1002820 - 523900)

ALTERNATIVES:

1. Board approval to award an Independent Contractor Agreement to Martin Hilliard in the amount of \$100,000 per year to assist Indigent Defense for Major Felony Crimes Defense representation.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approve consultant contracts as needed to assist the court system with caseloads.

RECOMMENDATION: Staff recommends approval of Alternative 1.

Kenneth Cail	Completed	05/09/2024 9:26 AM
Michole Jenks	Completed	05/09/2024 7:04 AM
Felix Espada Jr.	Completed	05/14/2024 8:13 AM
Connel Heyward	Completed	05/13/2024 4:50 PM
Robin Maurer	Completed	05/15/2024 7:24 PM
Crystal King-Hester	Completed	05/16/2024 8:38 AM
Board of Commissioners	Pending	05/24/2024 9:30 AM

#L: Item B - Independent Contractor Agreement for Indigent Defense (6333 : Purchasing Skel 05.24.2024)



AGENDA DATE: May 24, 2024

TO: Purchasing Department
FROM: Kenneth Cail, Indigent Defense Director

ISSUE:

Request Board approval to award an Independent Contractor Agreement to Robert Persse in the amount of \$100,000 per year to assist the Indigent Defense Office for the Major Felony Crimes Defense representation.

BACKGROUND: The Indigent Defense Office uses independent attorneys to assist with their caseload.

FACTS AND FINDINGS:

1. The contract will be for the period of July 1st, 2024, to June 30th, 2025, and automatically renewed unless otherwise ended. After four (4) consecutive renewals, the agreement will terminate.
2. The attorney will be an independent contractor and will be paid \$100,000 per year.
3. Funds have been pre-approved for this position, and this contract supersedes a previously funded one.
4. Salary for this contractor is in line with the salary of attorneys employed by Chatham County.

BLUEPRINT ALIGNMENT: Quality of Life: Goal 4 - Provide effective and efficient government services while ensuring that the processes and procedures are planned and executed with transparency.

FUNDING: General Fund/M&O - Indigent Defense
(1002820 - 523900)

ALTERNATIVES:

1. Board approval to award an Independent Contractor Agreement to Robert Persse in the amount of \$100,000 per year to assist the Indigent Defense Office for the Major Felony Crimes Defense representation.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approve consultant contracts as needed to assist the court system with caseloads.

RECOMMENDATION: Staff recommends approval of Alternative 1.

Kenneth Cail	Completed	05/09/2024 12:36 PM
Michole Jenks	Completed	05/09/2024 1:58 PM
Felix Espada Jr.	Completed	05/14/2024 8:20 AM
Connel Heyward	Completed	05/13/2024 4:49 PM
Robin Maurer	Completed	05/15/2024 7:21 PM
Crystal King-Hester	Completed	05/16/2024 8:58 AM
Board of Commissioners	Pending	05/24/2024 9:30 AM

#M: Item C - Independent Contractor Agreement for Indigent Defense (6333 : Purchasing Skel 05.24.2024)



AGENDA DATE: May 24, 2024

TO: Purchasing Department
FROM: Calvin Turner, Fleet Director

Calvin Turner

ISSUE:

Request Board confirmation of a \$42,180 emergency purchase for one (1) 2024 Ford Explorer for Chatham County Facilities Maintenance and Operations from O.C. Welch Ford Lincoln, Inc.

BACKGROUND: The security vehicle assigned to the Chatham County Facilities Maintenance and Operations developed unforeseen internal issues. Repairs exceeded the vehicle's value, rendering it beyond economical repair for the County. This has created a pressing need for a replacement vehicle. The absence of this vehicle would not only compromise the level of security needed at several buildings located throughout Chatham County, but also prevent the security guards from efficiently picking up and dropping off revenue generated by the County.

FACTS AND FINDINGS:

1. Facilities Maintenance and Operations had a pressing need to purchase one (1) vehicle from the dealer that met the County's needs. O.C. Welch Ford Lincoln, Inc., had the needed vehicle in inventory that was readily available to be delivered or picked up immediately upon purchase.
2. Specifications offered by O.C. Welch Ford Lincoln, Inc., met all the department's requirements.
3. The emergency purchase assisted the department with acquiring the vehicle immediately. If the vehicle were ordered from a dealership, it may take up to one (1) year to receive the vehicle.
4. To facilitate the immediate procurement of the vehicles, staff requested emergency approval from the County Manager. The County Manager concurred and directed staff to seek Board confirmation at the next scheduled meeting. (See attached)
5. Staff believed the total cost of \$42,180 from O.C. Welch Ford Lincoln, Inc., to be fair and reasonable.

BLUEPRINT ALIGNMENT: Quality of Life and Goal 4 - to provide effective and efficient government services while ensuring that processes and procedures are planned and executed with transparency.

FUNDING: CIP – Fleet Vehicle Replacement
 (3501567 – 542200 – 3501954 – 8)

ALTERNATIVES:

1. Board confirmation of a \$42,180 emergency purchase for one (1) 2024 Ford Explorer for Chatham County Facilities Maintenance and Operations from O.C. Welch Ford Lincoln, Inc.
2. Provide staff other directions.

POLICY ANALYSIS: It is consistent with Board policy to confirm emergency purchases.

RECOMMENDATION: Staff recommend approval of Alternative 1.

Emergency - O.C. Welch - Explorer

#N: Item D - Board Confirmation of an Emergency Procurement of One (1) Ford Explorer (6333 : Purchasing Skel 05.24.2024)

Calvin Turner	Completed	05/14/2024 6:02 PM
Mark Bucalo	Completed	05/15/2024 4:21 AM

Funding should include 3501567-542200-3501954-8-542200

Felix Espada Jr.	Completed	05/15/2024 12:49 PM
Connel Heyward	Completed	05/14/2024 4:11 PM
Robin Maurer	Completed	05/15/2024 7:41 PM
Crystal King-Hester	Completed	05/16/2024 9:05 AM
Board of Commissioners	Pending	05/24/2024 9:30 AM

#N: Item D - Board Confirmation of an Emergency Procurement of One (1) Ford Explorer (6333 : Purchasing Skel 05.24.2024)

CHATHAM COUNTY GOVERNMENT
EMERGENCY PROCUREMENT REQUEST OVER \$25,000

Please complete and forward to Purchasing. Upon evaluation by the Purchasing Director the form will be forwarded to the Assistant County Manager and County Manager for approval. Once the emergency is approved the form will be returned to the requester to procure goods and/or services and submit an agenda item for Board confirmation. If more space is needed, please attach additional page(s).

SUGGESTED VENDOR: O.C. Welch REQUISITION NO: 24009090
PRODUCT/SERVICE: Vehicle Purchase

1. State the reason for the emergency purchase by explaining what the emergency is and what caused the emergency situation: Fleet is looking to purchase a vehicle for Facilities and Maintenance because their current vehicle is no longer economical to repair. The vehicle has several issues, and the repairs will exceed the value of the

2. State the facts that lead to the conclusion that financial or operational damage or risk of damage will occur if needs are not satisfied immediately (do not simply say there will be damage or risk of damage): The risk of damage will be the prevention the security guards from picking up and dropping off revenue generated by the county. Also, this vehicle is drive to several building locations to provide security.

3. State why the needs were not or could not be anticipated so that goods or services could not have been purchased following normal purchasing procedures: The vehicle issues were unforeseen and internal to the failed components. The normal purchasing procedure will take almost a year to procure this vehicle from the manufacturer.

4. State the reason and process used for selecting the vendor (reference formal solicitation number if applicable): We looked online with local vendors and O.C Welch had the best price for the vehicle.

I, Calvin Turner, request that a Emergency, as defined by County Code, be declared for (print name of Department Head/Elected Official making request)

procurement of the aforementioned statement of work, material, equipment, supply or service. I further attest that: a) I have budgetary authority for the Chatham County department specified herein; and, b) the specifications and requirements prompting this procurement request comply with both of the requirements specified in County Code for declaring a Emergency; and c) the statements contained herein, and in the memorandum of support, attached hereto and incorporated by reference, are truthful and accurate.

NOTE: This form does not declare an Emergency. It only documents a Department's request that an Emergency be declared.

X Calvin Turner Fleet Operations 05-06-2024
Signature Department Name Date

Amount of Expenditure: \$ 42,180 Funding Source: CIP Vehicle Replacement 3501954

Robin Maurer 05-09-2024
Purchasing Director Date

MB 05-07-2024
Budget Analyst Date

Linda Cramer 05-10-2024
Assistant County Manager Date

Michael Knight 5/14/24
County Manager Date

#N: Item D - Board Confirmation of an Emergency Procurement of One (1) Ford Explorer (6333 : Purchasing Skel 05.24.2024)

CT



AGENDA ITEM: 11.1

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Melanie Wilson, Director, MPC

ISSUE:

The Petitioner, Donald Dyches Jr. is proposing to a combined +/- 1.4-acres from R-2/EO (Two Family Residential-Environmental Overlay) to P-R-A (Planned Residential-Agriculture). The intent to Rezone Map Amendment at 9965 Ferguson Ave & 10001 Bethesda. MPC File Number: Z-0823-000406-MAP PINs 10470 01001 & 10504 04005. The MPC recommends approval with conditions. {District 1}

BACKGROUND:

This map amendment request originated from a code enforcement case on the subject property for functioning as a plant nursery/ storage equipment. According to the petitioner, the business has been active for two years now. The subject properties are located on the west side of Ferguson Avenue approximately 88 feet west of Lehigh

Avenue. The 10001 Bethesda parcel is undeveloped and has never been developed. It is too small for independent use and is more closely related to other parcels that it adjoins. The right-of-way between the two parcels provides access to existing homes. The 9965 Ferguson Avenue parcel currently functions as a laydown/outdoor storage yard for commercial operations. Based on observation during a site visit, the property contains box trucks, steer loaders and piles of debris. No plants were seen, and no trees are growing on the site for the nursery use. There is black mesh screening over a fence to protect the equipment.

The property owner would like to utilize the site for an office with associated parking for the seven to eight employees, storage for box trucks and steer loaders, and plants, trees, and turf. The property currently does not have active access to water, or a sewer so is not able to store any plants, trees, and turf. The plants, trees, and turf are currently purchased and delivered to properties that the property owner serves. Most of the properties the property owner serves are located within the Skidaway Island and Islands communities. However, if approved for the requested zoning, the applicant would pursue a drilled well and sewer systems and/or try to tie into the County's utilities.

The proposed site plan indicates there would be a 3,000 square foot office building, eight parking spaces including one ADA parking space, ten storage bays, and a driveway providing access onto Ferguson Avenue.

FACTS AND FINDINGS:

1. *Will the proposed zoning district permit uses that would create traffic volumes, noise level, odor, airborne particulate matter, visual blight, reduce light or increased density of development that would adversely impact the livability or quality of life in the surrounding neighborhood?*

Staff Comment: Staff is proposing several conditions including that the site shall have no retail sales on the property (only employee use), restricted hours of operation, and a 15' buffer and privacy fence. These conditions will aid in minimizing adverse impacts to the livability and quality of life in the surrounding neighborhood.

Yes No X

2. *Will the proposed zoning district permit uses that would adversely impact adjacent and nearby properties by rendering such properties less desirable and therefore, less marketable for the type of development permitted under the current zoning?*

Staff Comment: The proposed P-R-A (Planned-Residential-Agriculture) zoning district for the plant nursery use will be conditioned to function cohesively with the nearby residential uses.

Yes No X

3. *Will the proposed zoning district permit uses that would generate a type or mix of vehicular traffic on a street or highway that is incompatible with the type of land use development along such street or highway?*

Staff Comment: The proposed P-R-A (Planned-Residential-Agriculture) zoning district for the plant nursery use will have no retail sales on site and the operational hours will be from 6:30 a.m. till 6:30 p.m. Together, these conditions will limit a volume of vehicular traffic that would be incompatible with the type of land use development along Ferguson Avenue.

Yes ___ No X

4. *Will the proposed zoning district permit uses that would generate greater traffic volumes at vehicular access points and cross streets than is generated by uses permitted under the current zoning district to the detriment of maintaining acceptable or current volume capacity (V/C) ratio for the streets that provide vehicular access to the proposed zoning district and adjacent and nearby properties?*

Staff Comment: The current zoning of the parcel is R-2 which allows for single-family or two-family dwellings and certain non-dwelling uses. The proposed P-R-A zoning for a plant nursery would generate a slightly

higher traffic volume. However, as there will be no retail sales on-site, the traffic generated by the use is unlikely to have a significant impact with regard to maintaining an acceptable volume/capacity ratio for the streets that provide vehicular access to the proposed zoning district and nearby properties.

Yes ___ No X

- 5. *Will the proposed zoning district permit uses or scale of development that would require a greater level of public services such as drainage facilities, utilities, or safety services above that required for uses permitted under the current zoning district such that the provision of these services will create financial burden to the public?*

Staff Comment: Currently, there are no active water, sewer or stormwater systems on-site. Adjacent improved roads are currently sufficient to accommodate the use. The Petitioner is proposing improvements that will trigger a Specific Development Plan review. Approval of the Site Plan will require conformance with all current Chatham County development standards as well as conditions placed through the rezoning process.

Yes ___ No X

- 6. *Will the proposed zoning district permit uses or scale of development that would adversely impact the improvement or development of adjacent and nearby properties in accordance with existing zoning regulations and development controls deemed necessary to maintain the stability and livability of the surrounding neighborhood?*

Staff Comment: The improvement of adjacent properties is not likely to be impacted by the proposed zoning change.

Yes ___ No X

- 7. *Will the proposed zoning district permit development that is inconsistent with the comprehensive land use plan?*

Staff Comment: The proposed P-R-A zoning district is not consistent with the current Comprehensive Plan land use designation of Residential – Single Family.

Yes ___ No X

BLUEPRINT ALIGNMENT:

N/A

FUNDING:

N/A

ALTERNATIVES:

None

POLICY ANALYSIS:

The petitioner is requesting to rezone the subject property to the P-R-A classification. The 'P' prefix at the beginning of the R-A zoning designation means the request is for a 'Planned District.' The following stipulation within the Chatham County Zoning Ordinance applies to a 'Planned District' submittal:

Review by Chatham County Commission: Where the MPC finds that there are unusual or extraordinary conditions associated with an application for rezoning and that Planned District classification is warranted, the MPC shall require that the application prepare a General Development Plan. After review of the General Development Plan, the MPC shall submit the Plan with its recommendation to the County Commission for consideration as part of the rezoning process. The County Commission may approve the plan as presented, amend the plan as part of the adopted rezoning, reject the plan and the rezoning petition, or return the plan to the MPC for further consideration and hold the rezoning application in abeyance. The General Development Plan approved by the County Commission shall constitute the approved use for the site. Any subsequent desired change in land use for the property that is not consistent with the approved General Development Plan shall be resubmitted in the same manner as the original General Development Plan and shall require review and a recommendation by the MPC and review and approval by the County Commission.

If approved, the request to rezone the property to P-R-A (Planned–Residential-Agriculture), would only permit the requested plant nursery use and only in the specific configuration established on the approved site plan. Any other use or other configuration of the requested use (e.g. – addition of a building, allowance of plant sales on site, etc.) would require a recommendation from the MPC and approval of the Chatham County Commission. Additionally, use of the property in a manner inconsistent with the approved conditions could result in Code Enforcement action against the business owner.

The subject property is adjacent to residential properties, The Bethesda Home for Boys, and a trailer Park. The requested rezoning from R-2/EO to P-R-A is conditioned so to as to not impact the residential uses surrounding the subject parcel. In addition, as the requested zoning is a 'Planned District', it has stricter conditions that require buffering, prohibition of retail sales on site, restricted hours of operation, and specified equipment storage locations.

Staff finds that the proposed rezoning as conditioned is appropriate for this location.

RECOMMENDATION:

Based upon the review criteria, The Planning Commission recommends **approval** of the request to rezone the property at 9965 Ferguson Avenue with PIN# 10470 01001 from R-2/EO (Two-Family Residential – Environmental Overlay) to P-R-A (Planned – Residential – Agriculture) in association with a plant nursery use with the following conditions:

1. There shall be no retail sales on site (employee use only).
2. There shall be no deliveries or operation of heavy equipment between 6:30 p.m. and 6:30 a.m.
3. All work vehicles, trailers and heavy equipment shall be parked in identified parking areas; other equipment shall be stored indoors or in vehicles/trailers. Landscape materials shall be stored in identified storage areas.
4. There shall be a 15-foot buffer with an opacity of at least 85% surrounding the site. A privacy fence 6’ in height shall be placed within the 15’ setback. The buffer shall be landscaped where it adjoins improved right-of-way.
5. No composting activity shall be permitted. Debris shall not be permitted to accumulate, and any stored material piles shall not be of a height visible from the rights-of-way or adjoining properties.

The Planning Commission recommends **approval** of the request to rezone the property at 10001 Bethesda with PIN# 10504 04005 from R-2/EO (Two-Family Residential – Environmental Overlay) to P-R-A (Planned – Residential – Agriculture) in association with a plant nursery use **contingent upon acquisition of the adjoining unopened public right-of-way** with conditions 1-5 applicable to the associated property at 9965 Ferguson Avenue.

The Petitioner, Donald Dyches Jr. is proposing to a combined +/- 1.4-acres from R-2/EO (Two Family Residential-Environmental Overlay) to P-R-A (Planned Residential-Agriculture). The intent to Rezone Map Amendment at 9965 Ferguson Ave & 10001 Bethesda. MPC File Number: Z-0823-000406-MAP PINs 10470 01001 & 10504 04005. The MPC recommends approval with conditions. {District 1 }

#O: MPC Recommendation Packet

#P: Combined Maps

Melanie Wilson	Completed	05/10/2024 12:06 PM
Gregori Anderson	Skipped	05/16/2024 12:55 PM

Correcting Department Head

Clifford Bascombe	Pending
R. Jonathan Hart	Pending
Danielle Hillery	Pending

Michael A. Kaigler
Board of Commissioners

Pending
Pending

05/24/2024 9:30 AM



C H A T H A M C O U N T Y - S A V A N N A H
METROPOLITAN PLANNING COMMISSION

"Planning the Future - Respecting the Past"

M E M O R A N D U M

DATE: May 7, 2024
TO: CHATHAM COUNTY COMMISSION
FROM: METROPOLITAN PLANNING COMMISSION
SUBJECT: MPC RECOMMENDATION

PETITION REFERENCED:

Petition, Donald E Dyches

Owner, Glen Brist

9965 Ferguson Avenue & 10001 Bethesda

PIN(s): 10470 01001 & 10504 04005

Acreage: +/- 1.4-acre

Aldermanic District: N/A

County Commission District 1: Commissioner Helen L. Stone

MPC File No. Z-0823-000406

MPC ACTION:

The Planning Commission recommends **approval** of the request to rezone the property at 9965 Ferguson Avenue with PIN# 10470 01001 from R-2/EO (Two-Family Residential – Environmental Overlay) to P-R-A (Planned – Residential – Agriculture) in association with a plant nursery use with the following conditions:

1. There shall be no retail sales on site (employee use only).
2. There shall be no deliveries or operation of heavy equipment between 6:30 p.m. and 6:30 a.m.
3. All work vehicles, trailers and heavy equipment shall be parked in identified parking areas; other equipment shall be stored indoors or in vehicles/trailers. Landscape materials shall be stored in identified storage areas.
4. There shall be a 15-foot buffer with an opacity of at least 85% surrounding the site. A privacy fence 6' in height shall be placed within the 15' setback. The buffer shall be landscaped where it adjoins improved right-of-way.
5. No composting activity shall be permitted. Debris shall not be permitted to accumulate, and any stored material piles shall not be of a height visible from the rights-of-way or adjoining properties.

#O: MPC Recommendation Packet (6619 : Rezone Map Amendment 9965 Ferguson Ave & 10001 Bethesda)

The Planning Commission recommends **approval** of the request to rezone the property at 10001 Bethesda with PIN# 10504 04005 from R-2/EO (Two-Family Residential – Environmental Overlay) to P-R-A (Planned – Residential – Agriculture) in association with a plant nursery use **contingent upon acquisition of the adjoining unopened public right-of-way** with conditions 1-5 applicable to the associated property at 9965 Ferguson Avenue.

MPC STAFF RECOMMENDATION:

MPC Staff recommends **approval** of the request to rezone the property at 9965 Ferguson Avenue with PIN# 10470 01001 from R-2/EO (Two-Family Residential – Environmental Overlay) to P-R-A (Planned – Residential – Agriculture) in association with a plant nursery use with the following conditions

1. There shall be no retail sales on site (employee use only).
2. There shall be no deliveries or operation of heavy equipment between 6:30 p.m. and 6:30 a.m.
3. All work vehicles, trailers and heavy equipment shall be parked in identified parking areas; other equipment shall be stored indoors or in vehicles/trailers. Landscape materials shall be stored in identified storage areas.
4. There shall be a 15-foot buffer with an opacity of at least 85% surrounding the site. A privacy fence 6’ in height shall be placed within the 15’ setback. The buffer shall be landscaped where it adjoins improved right-of-way.
5. No composting activity shall be permitted. Debris shall not be permitted to accumulate, and any stored material piles shall not be of a height visible from the rights-of-way or adjoining properties.

MPC Staff recommends **denial** of the request to rezone the property at 10001 Bethesda with PIN# 10504 04005 from R-2/EO (Two-Family Residential – Environmental Overlay) to P-R-A (Planned – Residential – Agriculture) in association with a plant nursery use.

MEMBERS PRESENT: 13

- | | |
|-----------------|-----------------|
| Laureen Boles | Karen Jarrett |
| Travis Coles | Joseph Welch |
| Traci Amick | Jay Melder |
| Joseph Ervin | Michael Kaigler |
| Dwayne Stephens | Stephen Plunk |
| Jeff Notrica | |
| Wayne Noha | |
| Tom Woiwode | |

#O: MPC Recommendation Packet (6619 : Rezone Map Amendment 9965 Ferguson Ave & 10001 Bethesda)

PLANNING COMMISSION VOTE: Approve Staff Recommendation (13-0)

APPROVAL Votes: 13	DENIAL Votes: 0	ABSENT
Boles Amick Coles Ervin Notrica Stephens Woiwode Jarrett Noha Welch Kaigler Melder Plunk		Ross



Respectfully submitted,



Melanie Wilson
Executive Director and CEO

MW/sh

Enclosure

cc Marcus Lotson, Assistant Director Building Safety and Regulatory Services

#O: MPC Recommendation Packet (6619 : Rezone Map Amendment 9965 Ferguson Ave & 10001 Bethesda)



CHATHAM COUNTY-SAVANNAH METROPOLITAN PLANNING COMMISSION

"Planning the Future. Respecting the Past"

STAFF REPORT

File No. Z-0823-000406

Location: 9965 Ferguson Avenue & 10001
Bethesda

PINs: 10470 01001 & 10504 04005

Acreage: 1.4 acres

Prepared by: MPC Staff

Revised: February 2, 2024



Petitioner: Donald E. Dyches, Jr.

Owner: Glen Brist

Aldermanic District: N/A

County Commission District: 1, Commissioner Helen L. Stone

Neighborhood/Subdivision: N/A

Current Zoning: R-2/EO (Two-Family Residential – Environmental Overlay)

Future Land Use (FLU): Residential-Single Family

Requested Zoning: P-R-A (Planned – Residential – Agriculture)

Issue

The Petitioner Donald E. Dyches, Jr., is proposing to rezone a combined +/- 1.4-acres from R-2/EO (Two-Family Residential – Environmental Overlay) to P-R-A (Planned – Residential – Agriculture). The intent for the rezoning is to have a plant nursery use with ancillary storage for the equipment required.

Background

This map amendment request originated from a code enforcement case on the subject property for functioning as a plant nursery/ storage equipment. According to the petitioner, the business has been active for two years now. The subject properties are located on the west side of Ferguson Avenue approximately 88 feet west of Lehigh

The proposed site plan indicates there would be a 3,000 square foot office building, eight parking spaces including one ADA parking space, ten storage bays, and a driveway providing access onto Ferguson Avenue.

Public Notice

As required by the Zoning Ordinance, all property owners within 300 feet of the subject property were sent notices of the proposed rezoning. Public notice was also posted on site. The property is not within a recognized neighborhood association. There have been no public inquiries to date.

On October 18, 2023, the petitioner hosted a Montgomery Neighborhood meeting on at the Montgomery Presbyterian Church, located at 10192 Ferguson Avenue. The meeting covered the requested map amendment and included approximately thirty people.

Existing Development Pattern

The land uses and zoning districts surrounding the subject property include:

<u>Location</u>	<u>Land Use</u>	<u>Designation</u>
North	Bethesda Home for Boys	R-A/TC
West	Single-Family Dwellings	R-2/EO
South	Single-Family Dwellings	R-2/EO
East	Marsh Point Homes – Trailer Park	R-3-10/TC

1. **Existing R-2/EO Zoning District:**

- a. **Intent of the R-2 District:** “The purpose of this district shall be to create an environment in which one-family dwellings, two-family dwellings, and certain non-dwelling uses are permitted in order to promote the stability and character of medium density residential development with functional open space. A maximum density of 12 dwelling units per acre of net residential land area shall be permitted in this district.”

Intent of the EO District: “The purpose of the Environmental Overlay District is to establish supplemental standards to bolster those currently in the Chatham County Zoning Ordinance in order to, a) protect and enhance community character; b) provide for safe and orderly development; and c) protect environmental quality, especially the estuarine system that surrounds the community.”

- b. **Allowed Uses:** Allowed Uses are attached as identified in Exhibit 1.

- b. **Development Standards:** The development standards for the R-2 Zoning District appear in the attached table (Table 1).

2. **Proposed P-R-A District:**

- a. **Intent of the P (Planned District):** “The purpose of this district shall be to provide areas within which comprehensive development plans shall be prepared for review by the MPC or MPC staff in order to secure an orderly development pattern. Such districts are considered “overlay” districts and the uses permitted in such districts are those uses permitted in the zoning district which they overlay.”
“Property may be rezoned to a P classification on a finding by the Planning Commission that:
 - a. Such rezoning would be in the community’s interest.
 - b. Unplanned and uncoordinated development could result in potential problems in such areas as traffic flow, schools, recreation, open spaces, and public facilities.
 - c. To ensure orderly growth and development, it is appropriate to require approval of specific development plans to the Planning Commission Staff.

Intent of the R-A (Residential – Agriculture District): “The purpose of this district is to protect those rural areas within the urban expansion areas of the county for future urban development, and to protect certain rural highway roadside areas against strip development, which can lead to traffic congestion, traffic hazards, and roadside blight.”

- c. **Allowed Uses:** Allowed Uses are attached as identified in Exhibit 2.
- d. **Development Standards:** The development standards for the R-A Zoning District appear in the attached table (Table 2).

- 3. **Land Use Element:** The Comprehensive Plan Future Land Use Map designates the subject properties as Residential – Single Family. This designation is defined as “Areas identified for single-family detached residential dwellings at a density not to exceed eight (8) units per gross acre. This category includes non-residential uses that are compatible with the residential character and scale of the neighborhood.
- 4. **Public Services and Facilities:** The property is served by the Chatham County Police Department and Chatham Emergency Services. Currently there is no active water and sewer available on-site. However, if the requested zoning is approved, the applicant intends to install a drilled well and sewer systems.
- 5. **Chatham Area Transit:** Public Transit is available approximately 278 feet from the subject parcel, 9965 Ferguson Avenue along Ferguson Avenue. There is one bus stop on Ferguson Avenue.

#O: MPC Recommendation Packet (6619 : Rezone Map Amendment 9965 Ferguson Ave & 10001 Bethesda)

Findings

- 1. *Will the proposed zoning district permit uses that would create traffic volumes, noise level, odor, airborne particulate matter, visual blight, reduce light or increased density of development that would adversely impact the livability or quality of life in the surrounding neighborhood?*

Staff Comment: Staff is proposing several conditions including that the site shall have no retail sales on the property (only employee use), restricted hours of operation, and a 15' buffer and privacy fence. These conditions will aid in minimizing adverse impacts to the livability and quality of life in the surrounding neighborhood.

Yes No X

- 2. *Will the proposed zoning district permit uses that would adversely impact adjacent and nearby properties by rendering such properties less desirable and therefore, less marketable for the type of development permitted under the current zoning?*

Staff Comment: The proposed P-R-A (Planned-Residential-Agriculture) zoning district for the plant nursery use will be conditioned to function conhesively with the nearby residential uses.

Yes No X

- 3. *Will the proposed zoning district permit uses that would generate a type or mix of vehicular traffic on a street or highway that is incompatible with the type of land use development along such street or highway?*

Staff Comment: The proposed P-R-A (Planned-Residential-Agriculture) zoning district for the plant nursery use will have no retail sales on site and the operational hours will be from 6:30 a.m. till 6:30 p.m. Together, these conditions will limit a volume of vehicular traffic that would be incompatible with the type of land use development along Ferguson Avenue.

Yes ____ No X

- 4. *Will the proposed zoning district permit uses that would generate greater traffic volumes at vehicular access points and cross streets than is generated by uses permitted under the current zoning district to the detriment of maintaining acceptable or current volume capacity (V/C) ratio for the streets that provide vehicular access to the proposed zoning district and adjacent and nearby properties?*

#O: MPC Recommendation Packet (6619 : Rezone Map Amendment 9965 Ferguson Ave & 10001 Bethesda)

Staff Comment: The current zoning of the parcel is R-2 which allows for single-family or two-family dwellings and certain non-dwelling uses. The proposed P-R-A zoning for a plant nursery would generate a slightly higher traffic volume. However, as there will be no retail sales on-site, the traffic generated by the use is unlikely to have a significant impact with regard to maintaining an acceptable volume/capacity ratio for the streets that provide vehicular access to the proposed zoning district and nearby properties.

Yes No

- 5. *Will the proposed zoning district permit uses or scale of development that would require a greater level of public services such as drainage facilities, utilities, or safety services above that required for uses permitted under the current zoning district such that the provision of these services will create financial burden to the public?*

Staff Comment: Currently, there are no active water, sewer or stormwater systems on-site. Adjacent improved roads are currently sufficient to accommodate the use. The Petitioner is proposing improvements that will trigger a Specific Development Plan review. Approval of the Site Plan will require conformance with all current Chatham County development standards as well as conditions placed through the rezoning process.

Yes No

- 6. *Will the proposed zoning district permit uses or scale of development that would adversely impact the improvement or development of adjacent and nearby properties in accordance with existing zoning regulations and development controls deemed necessary to maintain the stability and livability of the surrounding neighborhood?*

Staff Comment: The improvement of adjacent properties is not likely to be impacted by the proposed zoning change.

Yes No

- 7. *Will the proposed zoning district permit development that is inconsistent with the comprehensive land use plan?*

Staff Comment: The proposed P-R-A zoning district is not consistent with the current Comprehensive Plan land use designation of Residential – Single Family.

Yes No

#O: MPC Recommendation Packet (6619 : Rezone Map Amendment 9965 Ferguson Ave & 10001 Bethesda)

Policy Analysis

The petitioner is requesting to rezone the subject property to the P-R-A classification. The 'P' prefix at the beginning of the R-A zoning designation means the request is for a 'Planned District.' The following stipulation within the Chatham County Zoning Ordinance applies to a 'Planned District' submittal:

Review by Chatham County Commission: Where the MPC finds that there are unusual or extraordinary conditions associated with an application for rezoning and that Planned District classification is warranted, the MPC shall require that the application prepare a General Development Plan. After review of the General Development Plan, the MPC shall submit the Plan with its recommendation to the County Commission for consideration as part of the rezoning process. The County Commission may approve the plan as presented, amend the plan as part of the adopted rezoning, reject the plan and the rezoning petition, or return the plan to the MPC for further consideration and hold the rezoning application in abeyance. The General Development Plan approved by the County Commission shall constitute the approved use for the site. Any subsequent desired change in land use for the property that is not consistent with the approved General Development Plan shall be resubmitted in the same manner as the original General Development Plan and shall require review and a recommendation by the MPC and review and approval by the County Commission.

If approved, the request to rezone the property to P-R-A (Planned–Residential–Agriculture), would only permit the requested plant nursery use and only in the specific configuration established on the approved site plan. Any other use or other configuration of the requested use (e.g. – addition of a building, allowance of plant sales on site, etc.) would require a recommendation from the MPC and approval of the Chatham County Commission. Additionally, use of the property in a manner inconsistent with the approved conditions could result in Code Enforcement action against the business owner.

The subject property is adjacent to residential properties, The Bethesda Home for Boys, and a trailer Park. The requested rezoning from R-2/EO to P-R-A is conditioned so to as to not impact the residential uses surrounding the subject parcel. In addition, as the requested zoning is a 'Planned District', it has stricter conditions that require buffering, prohibition of retail sales on site, restricted hours of operation, and specified equipment storage locations.

Staff finds that the proposed rezoning as conditioned is appropriate for this location.

Recommendation

Based upon the review criteria, The Planning Commission recommends **approval** of the request to rezone the property at 9965 Ferguson Avenue with PIN# 10470 01001 from R-2/EO (Two-Family Residential – Environmental Overlay) to P-R-A (Planned – Residential – Agriculture) in association with a plant nursery use with the following conditions:

1. There shall be no retail sales on site (employee use only).
2. There shall be no deliveries or operation of heavy equipment between 6:30 p.m. and 6:30 a.m.
3. All work vehicles, trailers and heavy equipment shall be parked in identified parking areas; other equipment shall be stored indoors or in vehicles/trailers. Landscape materials shall be stored in identified storage areas.
4. There shall be a 15-foot buffer with an opacity of at least 85% surrounding the site. A privacy fence 6' in height shall be placed within the 15' setback. The buffer shall be landscaped where it adjoins improved right-of-way.
5. No composting activity shall be permitted. Debris shall not be permitted to accumulate, and any stored material piles shall not be of a height visible from the rights-of-way or adjoining properties.

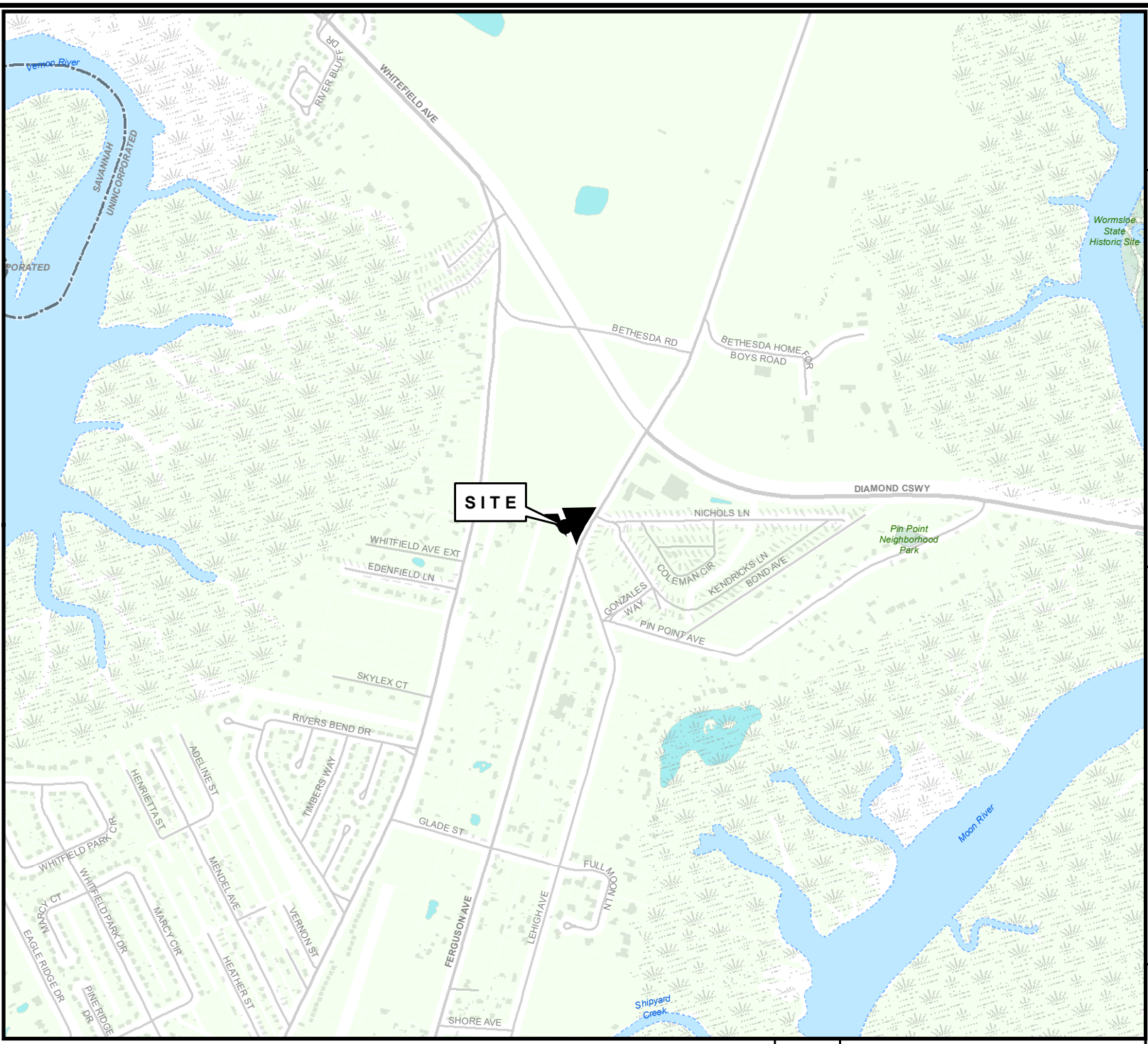
The Planning Commission recommends **approval** of the request to rezone the property at 10001 Bethesda with PIN# 10504 04005 from R-2/EO (Two-Family Residential – Environmental Overlay) to P-R-A (Planned – Residential – Agriculture) in association with a plant nursery use **contingent upon acquisition of the adjoining unopened public right-of-way** with conditions 1-5 applicable to the associated property at 9965 Ferguson Avenue.

#O: MPC Recommendation Packet (6619 : Rezone Map Amendment 9965 Ferguson Ave & 10001 Bethesda)

VICINITY MAP

File: Z-0823-000406
 Address: 9965 Ferguson Ave. & 1001 Bethesda
 Savannah, Ga
 Aldermanic District: -
 Commission District: 1 - Stone
 Neighborhood: See Map
 Property ID: See Map

#P: Combined Maps (6619 : Rezone Map Amendment 9965 Ferguson Ave & 10001 Bethesda)



Date: 9/29/20



THIS MAP IS A COMPILATION OF INFORMATION FROM VARIOUS SOURCES AND SCALES. IN MOST CASES THE INFORMATION HAS NOT BEEN FIELD VERIFIED. USE THIS MAP FOR GENERAL PLANNING PURPOSES ONLY.



1 inch = 1,200 feet

AERIAL MAP

File: Z-0823-000406
Address: 9965 Ferguson Ave. & 1001 Bethesda
Savannah, Ga
Aldermanic District: -
Commission District: 1 - Stone
Neighborhood: See Map
Property ID: See Map



#P: Combined Maps (6619 : Rezone Map Amendment 9965 Ferguson Ave & 10001 Bethesda)

Date: 9/29/20



CHATHAM COUNTY - SAVANNAH
METROPOLITAN PLANNING COMMISSION
110 E. STATE ST. SAVANNAH, GA 31401

THIS MAP IS A COMPILATION OF INFORMATION FROM VARIOUS SOURCES AND SCALES. IN MOST CASES THE INFORMATION HAS NOT BEEN FIELD VERIFIED. USE THIS MAP FOR GENERAL PLANNING PURPOSES ONLY.

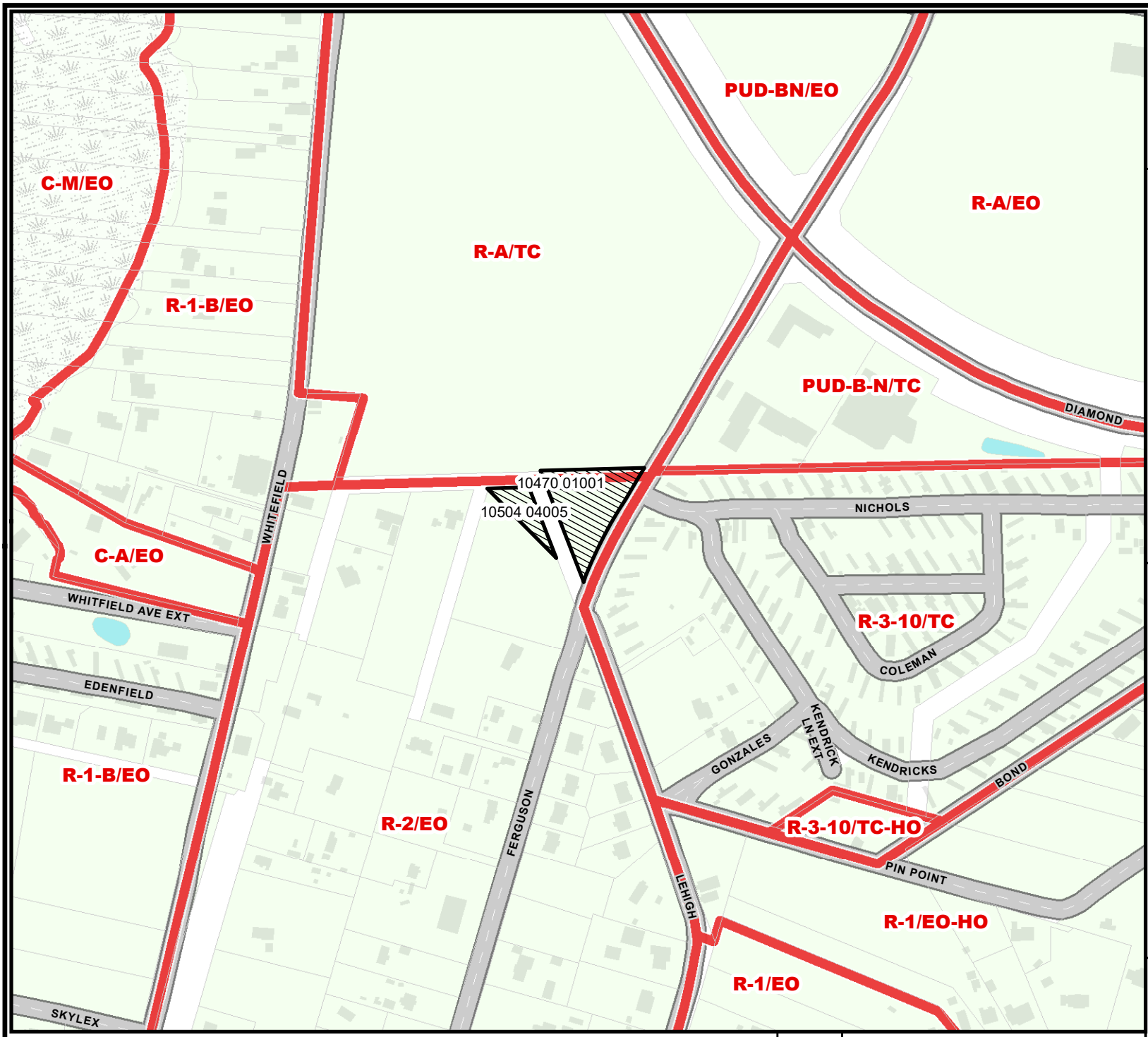


1 inch = 150 feet

ZONING MAP

File: Z-0823-000406
Address: 9965 Ferguson Ave. & 1001 Bethesda
Savannah, Ga
Aldermanic District: -
Commission District: 1 - Stone
Neighborhood: See Map
Property ID: See Map

#P: Combined Maps (6619 : Rezone Map Amendment 9965 Ferguson Ave & 10001 Bethesda)



Date: 9/29/2



CHATHAM COUNTY - SAVANNAH
METROPOLITAN PLANNING COMMISSION
110 E. STATE ST. SAVANNAH

THIS MAP IS A COMPILATION OF INFORMATION FROM VARIOUS SOURCES AND SCALES. IN MOST CASES THE INFORMATION HAS NOT BEEN FIELD VERIFIED. USE THIS MAP FOR GENERAL PLANNING PURPOSES ONLY.



1 inch = 400 feet

FUTURE LAND USE

File: Z-0823-000406
Address: 9965 Ferguson Ave. & 1001 Bethesda
Savannah, Ga
Aldermanic District: -
Commission District: 1 - Stone
Neighborhood: See Map
Property ID: See Map



- Open Water
- Commercial- Suburban
- Residential- Suburban Single Family
- Residential- Single Family
- Residential- General
- Civic/Institutional
- Tidal Marsh
- Right of Way

Date: 9/29/20



CHATHAM COUNTY - SAVANNAH
METROPOLITAN PLANNING COMMISSION
110 E. STATE ST. SAVANNAH, GA 31401

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1 inch = 400 feet

#P: Combined Maps (6619 : Rezone Map Amendment 9965 Ferguson Ave & 10001 Bethesda)



AGENDA ITEM: 11.2

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Melanie Wilson, Director, MPC

ISSUE:

The Petitioner Patrick Shay, for Live Oaks Living, LLC, is proposing a Rezone Map Amendment and acceptance of a GDP (General Development Plan) at 5011, 5103 Garrard Ave. Request to rezone from P-R-3-6 (Multi-Family Residential 6 units per acre) to PUD-M (Planned Unit Development-Multifamily) mixed residential development including townhouses, flats, and apartments. MPC File number Z-0324-000459-Map PINs 10789 01016, 10789 01020. {District 5} MPC recommends approval.

BACKGROUND:

The subject property consists of 3.175 acres of undeveloped land on two parcels. The lots are situated on the southern side of Veterans Parkway where Garrard Avenue crosses under the parkway near the access road leading to the Liberty Oaks Apartments north of the Villas of Garrard development.

FACTS AND FINDINGS:

1. *Will the proposed zoning districts permit uses that would create traffic volumes, noise level, odor, airborne particulate matter, visual blight, reduce light or increased density of development that would adversely impact the livability or quality of life in the surrounding neighborhood?*

Staff Comment: The proposed zoning district and use are compatible with uses in the immediate area. The site is situated along an appropriate transportation corridor, with nearby access to Chatham Parkway and The Veterans Parkway. The property is adjacent to other mixed density residential uses. The proposed height and bulk of the structures have been conceptualized but not finalized. Final density can only be determined once access to public utilities has been secured. The tentative concept plan provided by the Petitioner suggests the location of the mixed residential uses but not the aesthetics of the buildings. If desired, additional conditions may be placed by the Commission to ensure the compatibility of the proposed use.

Yes No X

2. *Will the proposed zoning districts permit uses that would adversely impact adjacent and nearby properties by rendering such properties less desirable and therefore, less marketable for the type of development permitted under the current zoning?*

Staff Comment: With the 'PUD' designation on the proposed zoning district, marking it as a Planned Unit Development district, Board approval will be required in evaluation of a site plan to redevelop the property. Even for future by-right uses, conditions may be placed to ensure the compatibility of a proposed use. Nonetheless, the proposed zoning is inconsistent with the Future Land Use Map and but not the existing character of development in the area.

Yes No X

3. *Will the proposed zoning districts permitted uses generate a type or mix of vehicular traffic on a street or highway that is incompatible with the type of land use development along such street or highway?*

Staff Comment: The proposed use is unlikely to generate traffic incompatible with adjoining uses. Vehicles of similar nature would be expected based on the present development pattern.

Yes No X

4. *Will the proposed zonings district permit uses that would generate greater traffic volumes at vehicular access points and cross streets than is generated by uses permitted under the current zoning district to the detriment of maintaining acceptable or current volume capacity (V/C) ratio for the streets that provide vehicular access to the proposed zoning district and adjacent and nearby properties?*

Staff Comment: Traffic volumes are likely to be increased but not to an unacceptable level based on the proposed zoning change. Chatham County Engineering can require mitigating measures if inordinate traffic volumes are expected as a result of the proposed development.

Yes No X

5. *Will the proposed zoning districts permit uses or scale of development that would require a greater level of public services such as drainage facilities, utilities, or safety services above that required for uses permitted under the current zoning district such that the provision of these services will create financial burden to the public?*

Staff Comment: Existing services can accommodate the use proposed. There has been no infrastructure agreement reached for the subject lots. Reevaluation of the adequacy of services will be required for any future development or change of use on the subject parcel due to its 'Planned Unit Development' designation.

Yes No X

6. *Will the proposed zoning district permit uses or scale of development that would adversely impact the improvement or development of adjacent and nearby properties in accordance with existing zoning regulations and*

development controls deemed necessary to maintain the stability and livability of the surrounding neighborhood?

Staff Comment: The improvement of adjacent properties is not likely to be impacted by the proposed zoning change.

Yes No

7. *Will the proposed zoning districts permit development that is inconsistent with the comprehensive land use plan?*

Staff Comment: The proposed zoning district would bring the zoning of the parcel increase the residential density and character of the Future Land Use Map.

Yes No

BLUEPRINT ALIGNMENT:

N/A

FUNDING:

N/A

ALTERNATIVES:

N/A

POLICY ANALYSIS:

Planned District (Sec. 4-6.5) – Site Plan Evaluation

- **Sec. 4-6.51 Intent.** To promote an environment of stable and desirable character in harmony with the established or proposed land use pattern in surrounding areas.
- **Sec. 4-6.52 Planned District Classification.**
 1. The following properties shall comply with the provisions of Section 4-6.5:
 - a) Any property that abuts a collector or arterial street as identified on the Street Classification Map of Chatham County (Section 4-6.2).

Process for Review and Approval (Sec. 4-6.54)

(b) Review by the MPC: *In all circumstances other than that of unusual or extraordinary circumstances as set out in Section 4-6.54(1)(a) above, the MPC shall review Master Plans and/or General Development Plans according to the following:*

1. *The MPC shall approve Master Plans and/or General Development Plans upon a finding that the use is permitted by right or that the use has been approved by the Zoning Board of Appeals (pursuant to Sections 4.5.1 and 4.5.2 of this chapter) or by the MPC (pursuant to Section 4-6.6 of this chapter) and that the project conforms to the development standards of this chapter including variances approved the Zoning Board of Appeals or by the MPC. The MPC may recommend modifications to Master Plans and/or General Development Plans in order to secure an orderly development pattern in accordance with the purposes of this chapter.*
2. *The MPC shall disapprove Master Plans and/or General Development Plans upon a finding that the use is not permitted by this chapter or that the project does not conform to the development standards of this chapter and no variances have been approved by the Zoning Board of Appeals or the MPC. Decisions to disapprove shall include specific written findings detailing the reasons for disapproval.*
3. *Review by MPC Staff: The MPC staff may approve General Development Plans within Planned Districts, including Planned Unit Developments, where such plans conform in all respects to the development standards of this chapter and no variances are required, upon a determination by the Executive Director that there are no significant issues that warrant review by the MPC.*
4. *Final Submittal: A final Master Plan or General Development Plan shall be submitted to the MPC staff in digital form (DXF format or other format as approved by the MPC). Special conditions of approval and approved variances shall be included on the plan.*

Evaluation:

Staff finds the applicant's General Development Plan sufficiently meets the requirements so as to render an informed review and decision regarding the proposed intent for the site's development.

RECOMMENDATION:

The Planning Commission recommends **approval** of the requested Zoning Map Amendment and acceptance of the proposed General Development Plan as they are consistent with and satisfy the requirements of Section 4.5.61.b General Development Review Process. Furthermore, staff finds the rezoning of this parcel is consistent with the surrounding property uses.

The Petitioner Patrick Shay, for Live Oaks Living, LLC, is proposing a Rezone Map Amendment and acceptance of a GDP(General Development Plan) at 5011, 5103 Garrard Ave. Request to rezone from P-R-3-6 (Multi-Family Residential 6 units per acre) to PUD-M (Planned Unit Development-Multifamily) mixed residential development including townhouses, flats, and apartments. MPC File number Z-0324-000459-Map PINs 10789 01016, 10789 01020. [District 5.] MPC Recommends approval.

#Q: MPC Recommendation Packet

#R: combined maps

Melanie Wilson	Completed	05/10/2024 12:05 PM
Clifford Bascombe	Pending	
R. Jonathan Hart	Pending	
Danielle Hillery	Pending	
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM



C H A T H A M C O U N T Y - S A V A N N A H

METROPOLITAN PLANNING COMMISSION*"Planning the Future - Respecting the Past"*

M E M O R A N D U M

DATE: May 7, 2024

TO: CHATHAM COUNTY COMMISSION

FROM: METROPOLITAN PLANNING COMMISSION

SUBJECT: MPC RECOMMENDATION

PETITION REFERENCED:

Petition, Patrick Shay, Gunn – Meyerhoff – Shay/Architects PC
 Owner, Live Oaks Living, LLC
 5011, 5103 Garrard Avenue
 PIN(s): 10789 01016, 10789 01020
 Acreage: +/- 3.175-acre
 Aldermanic District: N/A
 County Commission District 5: Commissioner Tanya Milton
 MPC File No. Z-0324-000459

MPC ACTION:

Approval of the requested Zoning Map Amendment and acceptance of the proposed General Development Plan as they are consistent with and satisfy the requirements of Section 4.5.61.b General Development Review Process. Furthermore, staff finds the rezoning of this parcel is consistent with the surrounding property uses.

MPC STAFF RECOMMENDATION:

Approval of the requested Zoning Map Amendment and acceptance of the proposed General Development Plan as they are consistent with and satisfy the requirements of Section 4.5.61.b General Development Review Process. Furthermore, staff finds the rezoning of this parcel is consistent with the surrounding property uses..

#Q: MPC Recommendation Packet (6620 : Rezone Map Amendment 5011, 5103 Garrard Ave)

MEMBERS PRESENT: 10

Laureen Boles	Karen Jarrett
Travis Coles	Tom Woiwode
Traci Amick	Jay Melder
Michael Kaigler	Stephen Plunk
Dwayne Stephens	
Jeff Notrica	

PLANNING COMMISSION VOTE: Approve Staff Recommendation (10-0)

APPROVAL Votes: 10	DENIAL Votes: 0	ABSENT
Boles Amick Coles Notrica Stephens Woiwode Jarrett Kaigler Melder Plunk		Ross Ervin Noha Welch



Respectfully submitted,



Melanie Wilson
Executive Director and CEO

MW/sh

Enclosure

Cc Marcus Lotson, Assistant Director Building Safety and Regulatory Services

#Q: MPC Recommendation Packet (6620 : Rezone Map Amendment 5011, 5103 Garrard Ave)



**CHATHAM COUNTY-SAVANNAH
METROPOLITAN PLANNING COMMISSION**

"Planning the Future, Respecting the Past"

STAFF REPORT

To: The Chatham County Commission

From: The Metropolitan Planning Commission

Date: May 7, 2024

Subject: Zoning Map Amendment with General Development Plan Approval
Petitioner: Patrick Shay
 Gunn – Meyerhoff – Shay /Architects PC
Owner: Live Oaks Living, LLC; C/O Rayfield Reeves
Address: 5011, 5103 Garrard Avenue
PIN's: 10789 01016, 10789 01020
Site Area: 3.175-acres
Alderman District:
Chatham County Commission District: 5 – Tanya Milton
File Number: Z-0324-000459

Request

The Petitioner requests approval of a Rezoning/Map Amendment and acceptance of a General Development Plan. The rezoning from P-R-3-6 (Multi-Family Residential 6 units per acre) to PUD -M (Planned Unit Development - Multifamily) mixed residential development including townhouses, flats, and apartments.

Current Zoning and Land Use

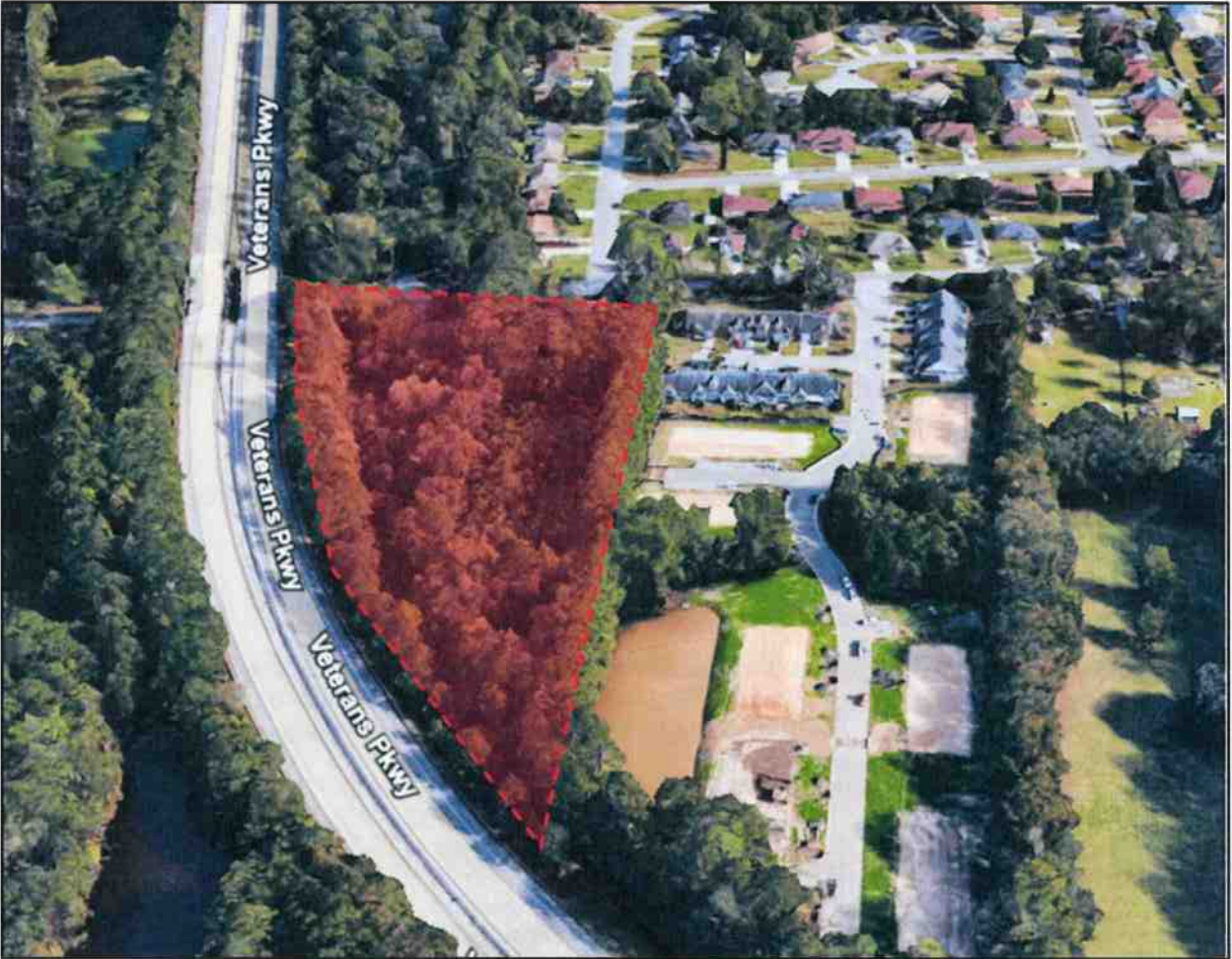
The subject property consists of 3.175 acres of undeveloped land on two parcels. The lots are situated on the southern side of Veterans Parkway where Garrard Avenue crosses under the parkway near the access road leading to the Liberty Oaks Apartments north of the Villas of Garrard development.

Adjacent land uses are as follows:

Direction	Zoning	Land Use(s)
North		Veterans Parkway

#Q: MPC Recommendation Packet (6620 : Rezone Map Amendment 5011, 5103 Garrard Ave)

South	P-R-3-6	Planned Multi-Family Residential – 6 Units per Acre
East	R-1	One Family Residential
West		Veterans Parkway



An aerial view of the proposed development site and its context.

Intent of Existing P-R-3-6 (Planned Multi-family Residential-6 units per acre) District

The purpose of this district shall be to create an area in which one-family, two-family, multi-family and certain non-dwelling uses are permitted in order to help ensure a healthful living environment and functional open space in multi-family areas. The net dwelling unit density for this zone shall be 6 units per acre. The density to be established shall be recommended by the Metropolitan Planning Commission, but shall be not more than 40 units per net acre. In

#Q: MPC Recommendation Packet (6620 : Rezone Map Amendment 5011, 5103 Garrard Ave)

establishing a density standard for a R-3 district, the Metropolitan Planning Commission shall consider the following conditions, among others:

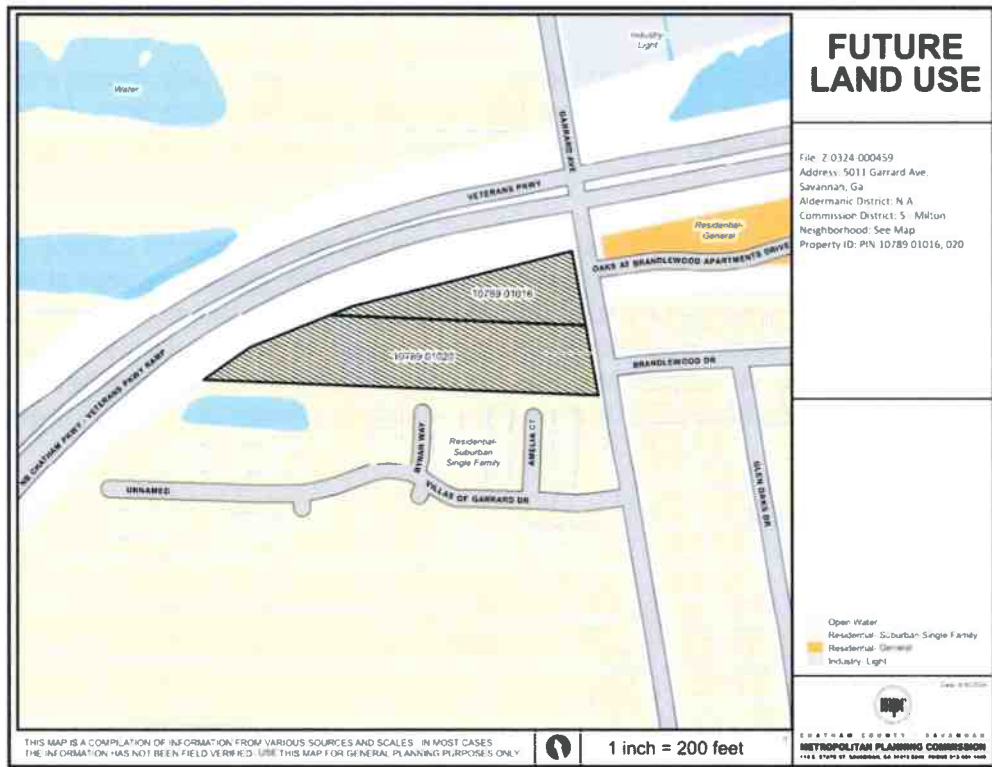
- a) The traffic that will be generated by the proposed development in comparison to uses permitted under the existing zoning classification.
- b) The capacity of water and sewer systems to accommodate the proposed development.
- c) The compatibility of the development with the surrounding land uses. All future approved densities shall be shown on the zoning map as a suffix after the R-3 designation (i.e. R-3-8, etc.)

Intent of Proposed PUD-M (Planned Unit Development – Multi-family) District

Sec. 4-6.67 - The planned unit development multi-family zoning district is for areas of three acres or more, consisting of townhouses, apartments, condominiums, single-family detached, single-family semi-detached, duplexes, and senior citizen congregate housing. The net dwelling unit density for the development shall be established at the time the property is rezoned. The Metropolitan Planning Commission shall recommend a proposed density for the development. The density established by Chatham County Commissioners shall not be more than 25 units per net acre.

Land Use Element

The Future Land Use Map designates the subject property as Residential – Suburban Single Family. This indicates areas identified for single-family detached residential dwellings at a density not to exceed five (5) units per gross acre. This category includes non-residential uses that are compatible with the residential character and scale of the neighborhood.



#Q: MPC Recommendation Packet (6620 : Rezone Map Amendment 5011, 5103 Garrard Ave)

Public Services and Facilities

The properties are not currently serviced by public water or sewer, Chatham County public services are available to support the proposed use. The property is served by an existing Chatham Area Transit route.

Ordinance Evaluation Criteria for Map Amendment

- 1. *Will the proposed zoning districts permit uses that would create traffic volumes, noise level, odor, airborne particulate matter, visual blight, reduce light or increased density of development that would adversely impact the livability or quality of life in the surrounding neighborhood?*

Staff Comment: The proposed zoning district and use are compatible with uses in the immediate area. The site is situated along an appropriate transportation corridor, with nearby access to Chatham Parkway and The Veterans Parkway. The property is adjacent to other mixed density residential uses. The proposed height and bulk of the structures have been conceptualized but not finalized. Final density can only be determined once access to public utilities has been secured. The tentative concept plan provided by the Petitioner suggests the location of the mixed residential uses but not the aesthetics of the buildings. If desired, additional conditions may be placed by the Commission to ensure the compatibility of the proposed use.

Yes No X

- 2. *Will the proposed zoning districts permit uses that would adversely impact adjacent and nearby properties by rendering such properties less desirable and therefore, less marketable for the type of development permitted under the current zoning?*

Staff Comment: With the 'PUD' designation on the proposed zoning district, marking it as a Planned Unit Development district, Board approval will be required in evaluation of a site plan to redevelop the property. Even for future by-right uses, conditions may be placed to ensure the compatibility of a proposed use. Nonetheless, the proposed zoning is inconsistent with the Future Land Use Map and but not the existing character of development in the area.

Yes No X

#Q: MPC Recommendation Packet (6620 : Rezone Map Amendment 5011, 5103 Garrard Ave)

3. *Will the proposed zoning districts permitted uses generate a type or mix of vehicular traffic on a street or highway that is incompatible with the type of land use development along such street or highway?*

Staff Comment: The proposed use is unlikely to generate traffic incompatible with adjoining uses. Vehicles of similar nature would be expected based on the present development pattern.

Yes No X

4. *Will the proposed zonings district permit uses that would generate greater traffic volumes at vehicular access points and cross streets than is generated by uses permitted under the current zoning district to the detriment of maintaining acceptable or current volume capacity (V/C) ratio for the streets that provide vehicular access to the proposed zoning district and adjacent and nearby properties?*

Staff Comment: Traffic volumes are likely to be increased but not to an unacceptable level based on the proposed zoning change. Chatham County Engineering can require mitigating measures if inordinate traffic volumes are expected as a result of the proposed development.

Yes No X

5. *Will the proposed zoning districts permit uses or scale of development that would require a greater level of public services such as drainage facilities, utilities, or safety services above that required for uses permitted under the current zoning district such that the provision of these services will create financial burden to the public?*

Staff Comment: Existing services can accommodate the use proposed. There has been no infrastructure agreement reached for the subject lots. Reevaluation of the adequacy of services will be required for any future development or change of use on the subject parcel due to its 'Planned Unit Development' designation.

Yes No X

6. *Will the proposed zoning district permit uses or scale of development that would adversely impact the improvement or development of adjacent and nearby properties in accordance with existing zoning regulations and development controls deemed necessary to maintain the stability and livability of the surrounding neighborhood?*

Staff Comment: The improvement of adjacent properties is not likely to be impacted by the proposed zoning change.

Yes No X

7. Will the proposed zoning districts permit development that is inconsistent with the comprehensive land use plan?

Staff Comment: The proposed zoning district would bring the zoning of the parcel increase the residential density and character of the Future Land Use Map.

Yes No

Planned District (Sec. 4-6.5) – Site Plan Evaluation

- **Sec. 4-6.51 Intent.** To promote an environment of stable and desirable character in harmony with the established or proposed land use pattern in surrounding areas.
- **Sec. 4-6.52 Planned District Classification.**
 1. The following properties shall comply with the provisions of Section 4-6.5:
 - a) Any property that abuts a collector or arterial street as identified on the Street Classification Map of Chatham County (Section 4-6.2).

Process for Review and Approval (Sec. 4-6.54)

(b) Review by the MPC: In all circumstances other than that of unusual or extraordinary circumstances as set out in Section 4-6.54(1)(a) above, the MPC shall review Master Plans and/or General Development Plans according to the following:

1. The MPC shall approve Master Plans and/or General Development Plans upon a finding that the use is permitted by right or that the use has been approved by the Zoning Board of Appeals (pursuant to Sections 4.5.1 and 4.5.2 of this chapter) or by the MPC (pursuant to Section 4-6.6 of this chapter) and that the project conforms to the development standards of this chapter including variances approved the Zoning Board of Appeals or by the MPC. The MPC may recommend modifications to Master Plans and/or General Development Plans in order to secure an orderly development pattern in accordance with the purposes of this chapter.
2. The MPC shall disapprove Master Plans and/or General Development Plans upon a finding that the use is not permitted by this chapter or that the project does not conform to the development standards of this chapter and no variances have been approved by the Zoning Board of Appeals or the MPC. Decisions to disapprove shall include specific written findings detailing the reasons for disapproval.
3. *Review by MPC Staff:* The MPC staff may approve General Development Plans within Planned Districts, including Planned Unit Developments, where such plans conform in all respects to the development standards of this chapter and no variances are required, upon a determination by the Executive Director that there are no significant issues that warrant review by the MPC.
4. *Final Submittal:* A final Master Plan or General Development Plan shall be submitted to the MPC staff in digital form (DXF format or other format as approved by the MPC). Special conditions of approval and approved variances shall be included on the plan.

(General Concept Plan attached as Exhibit 1)**General Development Plan Review**

C	Indicates complete	<u>D</u>	Indicates deficient	N/A	indicates not applicable
D	Site plan application form				
C	Property identification numbers (PIN) for subject property				
C	Existing zoning on the subject property and on adjacent properties				
C	Identification of surrounding land uses and buildings within 100 feet of the property lines				
C	Vicinity map and north arrow				
C	Property lines				
D	Identification of wetland areas, where applicable				
C	Required and proposed parking calculations				
D	Number of residential units				
C	Parking lot layout, including spaces for the handicapped and loading/unloading area				
C	Existing and proposed curb cuts				
C	Existing and proposed street rights-of-way				
C	Existing and proposed building footprints and building heights				
D	Net residential density				
N/A	Off-site improvements				
D	Required and proposed buffers, fences, or walls				
D	Tree and Landscape Quality Point calculations				
D	Green space calculations				
D	Dedicated Open Space and/or recreation areas				
D	Mailbox kiosk location				
D	Stormwater detention areas and major drainage ways				
D	Utility and other easements				
D	Dumpster / Compactor location				
D	Location of existing and proposed signs				
D	Principal use outdoor display areas				
D	Approved Master Plan (if applicable)				

Per Section 4-6.67 Planned Unit Development (PUD-M)

- Attached as Exhibit (PUD) -

Evaluation:

Staff finds the applicant's General Development Plan sufficiently meets the requirements so as to render an informed review and decision regarding the proposed intent for the site's development.

Recommendation:

The Planning Commission recommends **approval** of the requested Zoning Map Amendment and acceptance of the proposed General Development Plan as they are consistent with and satisfy the requirements of Section 4.5.61.b General Development Review Process. Furthermore, staff finds the rezoning of this parcel is consistent with the surrounding property uses..

AERIAL MAP

File: Z-0324-000459
Address: 5011 Garrard Ave.
Savannah, Ga
Aldermanic District: N.A.
Commission District: 5 - Milton
Neighborhood: See Map
Property ID: PIN 10789 01016, 020

#R: combined maps (6620 : Rezone Map Amendment 5011, 5103 Garrard Ave)



THIS MAP IS A COMPILATION OF INFORMATION FROM VARIOUS SOURCES AND SCALES. IN MOST CASES THE INFORMATION HAS NOT BEEN FIELD VERIFIED. USE THIS MAP FOR GENERAL PLANNING PURPOSES ONLY.



1 inch = 200 feet

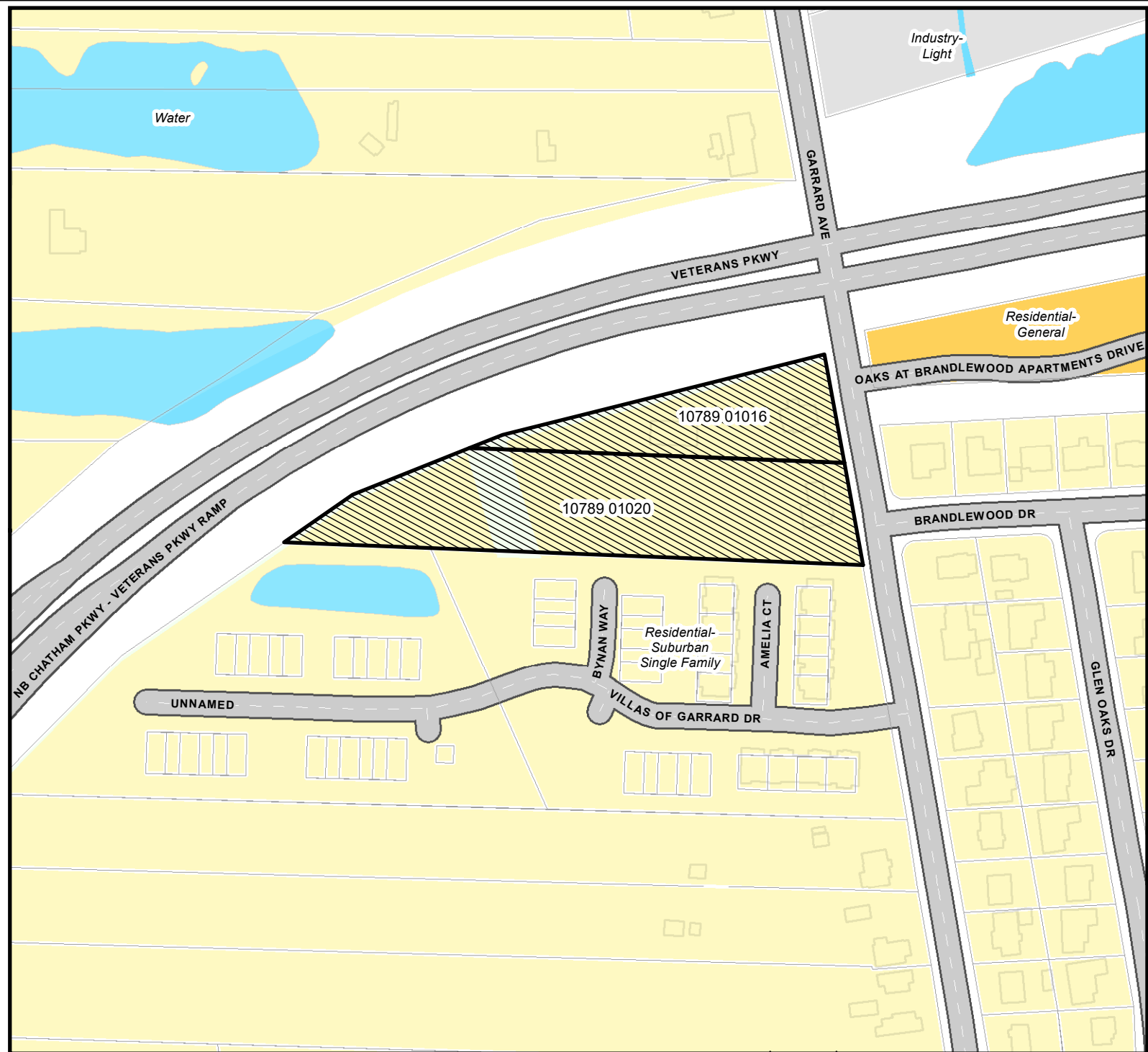


Date: 4/10/21

FUTURE LAND USE

File: Z-0324-000459
Address: 5011 Garrard Ave.
Savannah, Ga
Aldermanic District: N.A.
Commission District: 5 - Milton
Neighborhood: See Map
Property ID: PIN 10789 01016, 020

#R: combined maps (6620 : Rezone Map Amendment 5011, 5103 Garrard Ave)



- Open Water
- Residential- Suburban Single Family
- Residential- General
- Industry- Light

Date: 4/10/21



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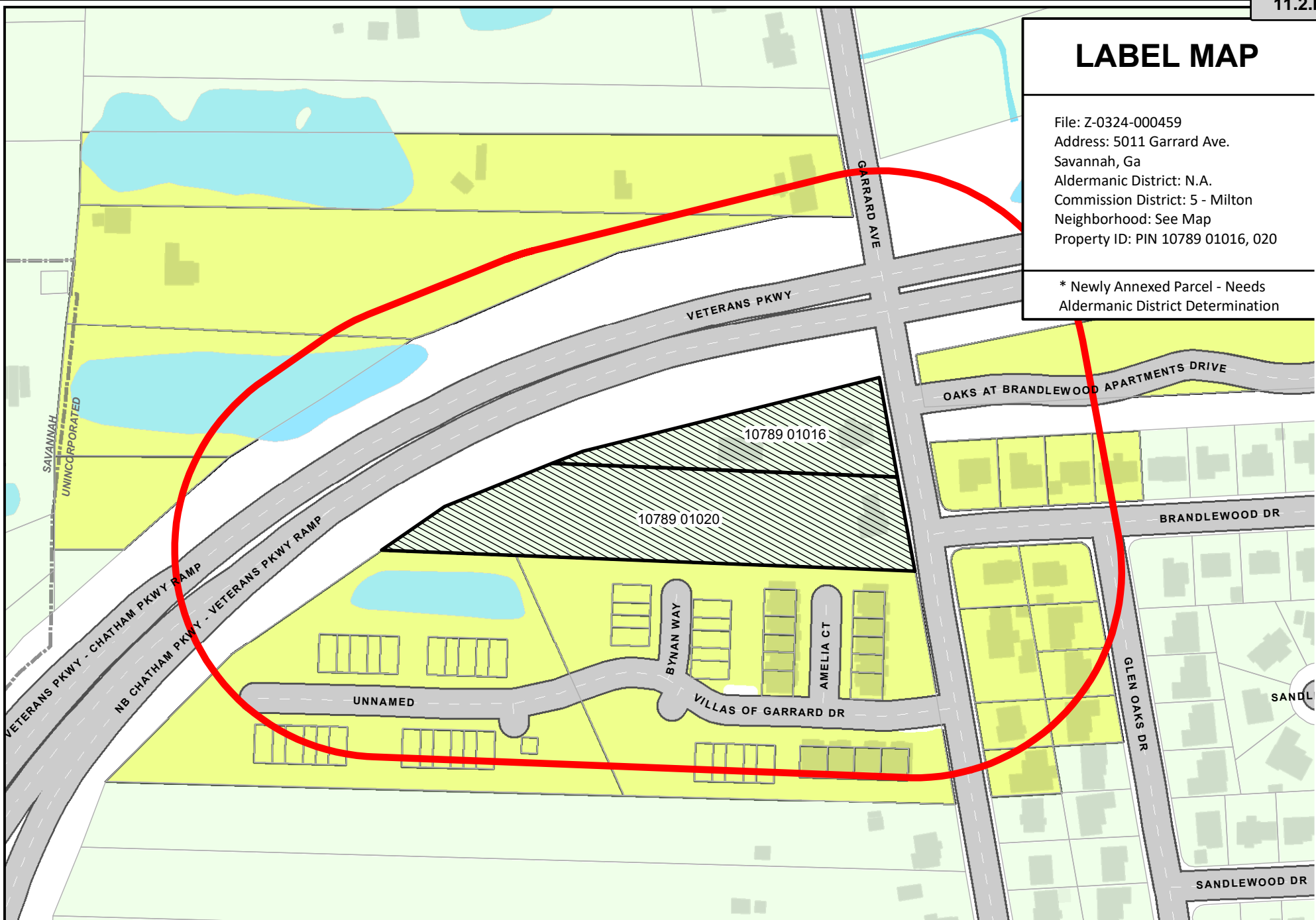


1 inch = 200 feet

LABEL MAP

File: Z-0324-000459
 Address: 5011 Garrard Ave.
 Savannah, Ga
 Aldermanic District: N.A.
 Commission District: 5 - Milton
 Neighborhood: See Map
 Property ID: PIN 10789 01016, 020

* Newly Annexed Parcel - Needs
 Aldermanic District Determination



#R: combined maps (6620 : Rezone Map Amendment 5011, 5103 Garrard Ave)

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USE THIS MAP FOR GENERAL PLANNING PURPOSES ONLY.



Date: 4/10/2024

1 inch = 200 feet

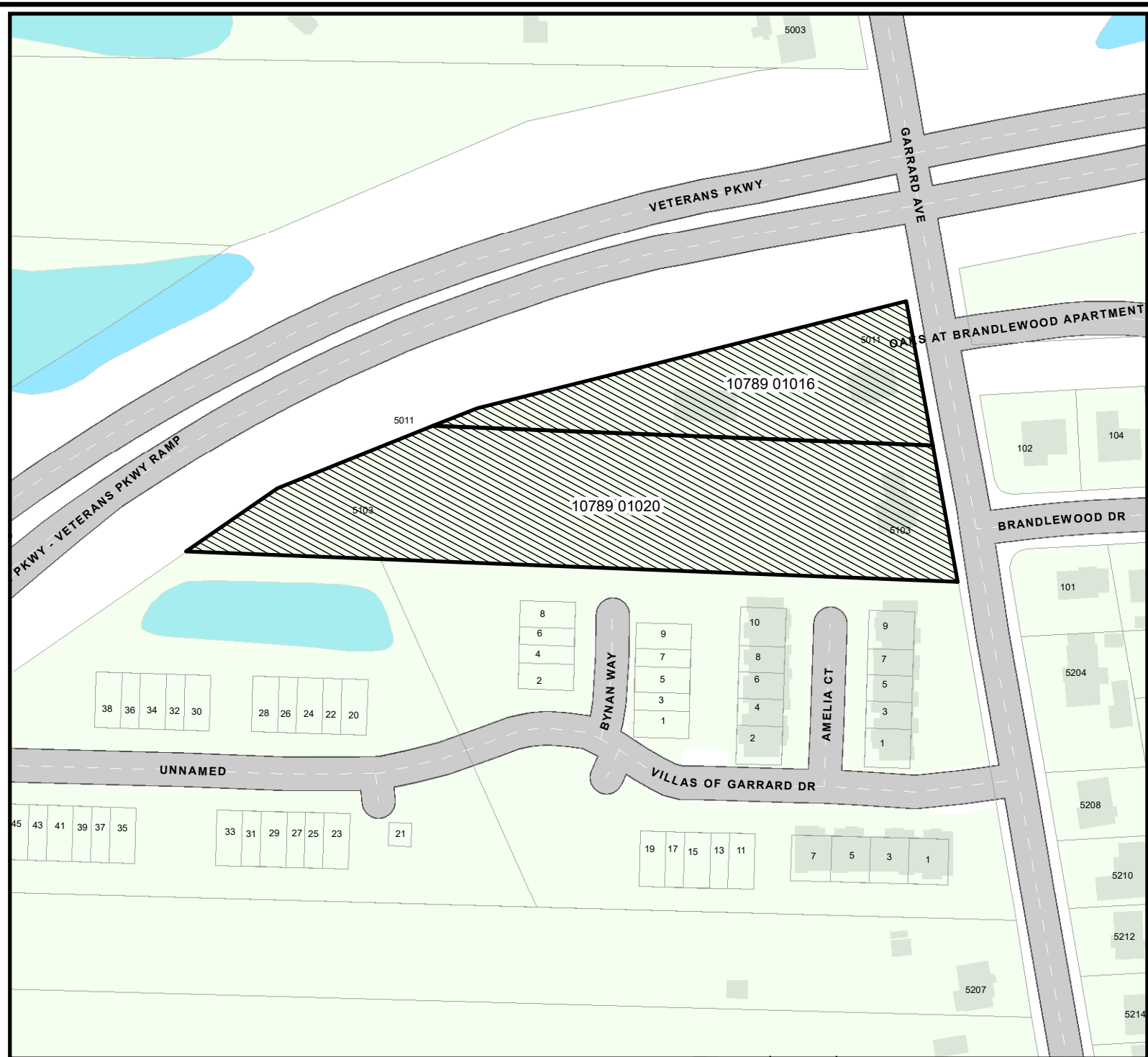


CHATHAM COUNTY - SAVANNAH
METROPOLITAN PLANNING COMMISSION
 110 E. STATE ST. SAVANNAH, GA 31412-8246 PHONE 912-651-1440

TAX MAP

File: Z-0324-000459
 Address: 5011 Garrard Ave.
 Savannah, Ga
 Aldermanic District: N.A.
 Commission District: 5 - Milton
 Neighborhood: See Map
 Property ID: PIN 10789 01016, 020

#R: combined maps (6620 : Rezone Map Amendment 5011, 5103 Garrard Ave)



THIS MAP IS A COMPILATION OF INFORMATION FROM VARIOUS SOURCES AND SCALES. IN MOST CASES THE INFORMATION HAS NOT BEEN FIELD VERIFIED. USE THIS MAP FOR GENERAL PLANNING PURPOSES ONLY.

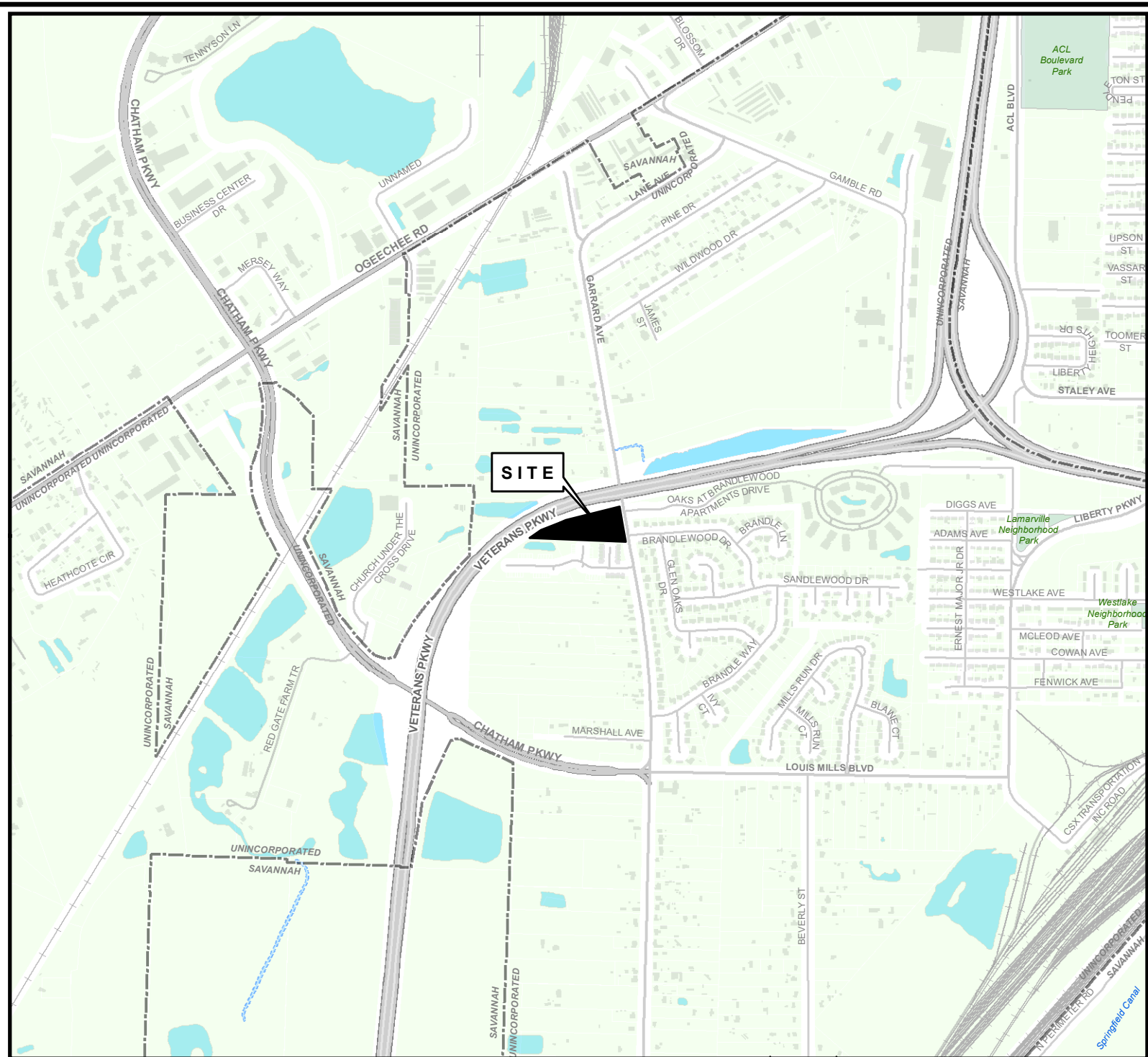


1 inch = 150 feet



VICINITY MAP

File: Z-0324-000459
 Address: 5011 Garrard Ave.
 Savannah, Ga
 Aldermanic District: N.A.
 Commission District: 5 - Milton
 Neighborhood: See Map
 Property ID: PIN 10789 01016, 020



#R: combined maps (6620 : Rezone Map Amendment 5011, 5103 Garrard Ave)

THIS MAP IS A COMPILATION OF INFORMATION FROM VARIOUS SOURCES AND SCALES. IN MOST CASES THE INFORMATION HAS NOT BEEN FIELD VERIFIED. USE THIS MAP FOR GENERAL PLANNING PURPOSES ONLY.

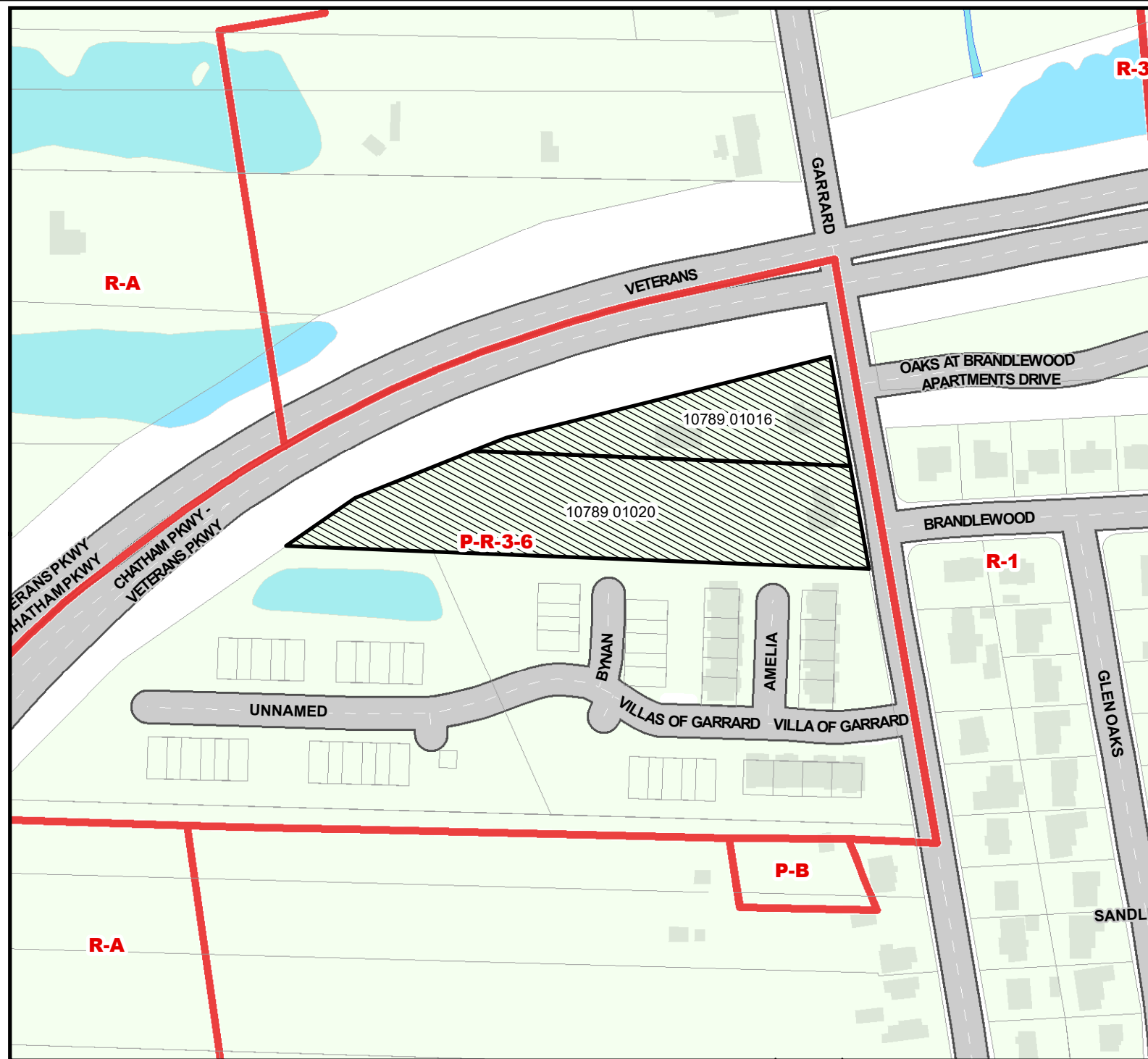


1 inch = 1,200 feet



Date: 4/10/21

ZONING MAP



File: Z-0324-000459
 Address: 5011 Garrard Ave.
 Savannah, Ga
 Aldermanic District: N.A.
 Commission District: 5 - Milton
 Neighborhood: See Map
 Property ID: PIN 10789 01016, 020

#R: combined maps (6620 : Rezone Map Amendment 5011, 5103 Garrard Ave)



Date: 4/10/21



CHATHAM COUNTY - SAVANNAH
 METROPOLITAN PLANNING COMMISSION
 110 E. STATE ST. SAVANNAH, GA

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1 inch = 200 feet



AGENDA ITEM: 13.1

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Amy Davis, Finance Director

Amy J. Davis

ISSUE:

Progress report on FY2024 Contingency Accounts - General Fund M&O and the Special Service District

GENERAL FUND M & O

Date	Detail	Transfers	Balance
7/1/2023	Adopted Budget		\$350,000
8/25/2023	Coop Ext.	\$3,500	\$346,500
9/8/2023	Child Advocates	\$56,250	\$290,250
9/8/2023	Human Resources	\$25,800	\$264,450
10/20/2023	Resiliency	\$25,000	\$239,450
1/19/2024	Project Management	\$40,580	\$198,870
1/19/2024	Voter Registration	\$38,860	\$160,010
2/2/2024	Fleet Fuel Management	\$10,000	\$150,010
3/15/2024	MWBE	\$25,000	\$125,010
4/12/2024	Parks & Recreation	\$42,043	\$ 82,967

SPECIAL SERVICE DISTRICT

Date	Detail	Transfers	Balance
7/1/2023	Adopted Budget		\$365,595
9/8/2023	Building Safety	\$6,056	\$359,539
10/6/2023	Fire District	\$10,000	\$349,539
4/12/2024	Engineering	\$88,000	\$261,539

Amy Davis	Completed	05/16/2024 4:12 PM
Alisa Fish	Completed	05/16/2024 5:01 PM
Linda Cramer	Completed	05/17/2024 8:34 AM
Danielle Hillery	Pending	
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM



AGENDA ITEM: 13.2

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Robin Maurer, Purchasing Director

ISSUE:

List of Purchasing items between \$2,500 and \$24,999.

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
Marketing and facilitating vendor outreach workshops	M/WBE	Trident Strategy Group	\$4,950	General Fund/M&O – M/WBE
Two (2) Small Business financial workshops to maximize vendor participation	M/WBE	Premier Accounting Services, LLC	\$5,000	General Fund/M&O – M/WBE
One (1) executive office desk	Human Resources	VIP Printing & Office Supply	\$3,807	General Fund/M&O – Human Resources
One (1) storage shed	Police	Pine View Building, LLC	\$3,855	SSD - Police
Rolls Royce online publication subscription for two (2) helicopter motors	Mosquito Control	Boeing Distribution, Inc.	\$3,671	General Fund/M&O – Mosquito Control
Refinish and staining of ten (10) benches in main lobby	Juvenile Court	Georgia Correctional Industries	\$5,000	General Fund/M&O – Juvenile Court
Trim low hanging limbs on Penn Waller Road	Public Works	AYSTS, LLC	\$8,300	SSD – Public Works
252 tons of graded aggregate base for canal maintenance	Public Works	Vulcan Construction Materials, LLC	\$9,979	General Fund/M&O – Public Works

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
50 tons of asphalt hot mix for pothole repairs	Public Works	Reeves Construction Company	\$4,488	SSD – Public Works
Pest control services for termite treatment at various locations in the Range	Sheriff's	Yates-Astro Termite & Pest Control	\$3,220	•General Fund/M&O – Detention Center •General Fund/M&O – Sheriff's
Drug test kits and evidence protection supplies	C.N.T.	Sirchie Acquisition Company, LLC	\$4,625	General Fund/M&O – C.N.T.
Aircraft radio replacement kit	Mosquito Control	Rotor Resources	\$3,651	General Fund/M&O – Mosquito Control
Replacement cargo hook and cables	Mosquito Control	Onboard Systems International	\$13,097	General Fund/M&O – Mosquito Control
Critical Incident notification system	Occupational Safety	SecureTech Systems, Inc.	\$10,432	Risk Management – Occupational Safety
Two (2) AGNAV Platinum Lite consoles	Mosquito Control	AGNAV	\$22,115	General Fund/M&O – Mosquito Control
One (1) week of lodging for five (5) Assessors	Sheriff's	Holiday Inn Express	\$5,433	•General Fund/M&O – Sheriff's •General Fund/M&O – Detention Center
Remote-mount transponder standard kit for aircraft	Mosquito Control	Rotor Resources	\$12,694	General Fund/M&O – Mosquito Control
Law books and periodicals	State Court Judges	Thomson Reuters-West Publishing Corporation	\$2,960	General Fund/M&O – State Court
Carbon walk-behind scrubber	Fleet Operations	Imperial Dade	\$11,580	General Fund/M&O – Fleet Operations

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
Gearbox assembly and mounting hardware for Unit 2161 – Excavator	Mosquito Control	Wilco MFR., LLC	\$12,090	General Fund/M&O – Mosquito Control
Cargo trailer and warranty for Marine Patrol	Police	Liberty Trailerama, Inc.	\$5,870	SSD – Police
Annual promotion assessment and testing services	Sheriff's	Mark Foster Company	\$15,000	•General Fund/M&O – Sheriff •General Fund/M&O – Detention Center
Three (3) year hosted medium Enterprise security plan	I.C.S.	SimpleRisk, Inc.	\$23,988	ARPA – Cybersecurity
Purchase and installation of play pens for Animal Services	Facilities Maintenance and Operations	Savannah Fence Company	\$10,554	General Fund/M&O – Animal Services
Four (4) Toughbooks and warranty for C.N.T.	I.C.S.	Howard Technology Solutions	\$12,356	General Fund/M&O – C.N.T.
Annual renewal of Creative Cloud, Photoshop and Adobe Pro software	I.C.S.	GHA Technologies, Inc.	\$23,346	Various
Five (5) rugged laptop computers and accessories for Child Support Enforcement	I.C.S.	Dell Marketing, L.P.	\$15,400	General Fund/M&O – District Attorney
ADA compliant sidewalks for Ambuc Park	Parks & Recreation	SamJay Services, Inc.	\$22,659	Risk Management – Occupational Safety
Annual maintenance and software license for document scanner	Administrative Services	Opex Corporation	\$9,835	General Fund/M&O – Administrative Services

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
Monthly subscription for agenda, minutes and civic streaming for MinuteTraQ software for March	I.C.S.	Granicus, LLC	\$3,385	General Fund/M&O – I.C.S.
Monthly subscription for agenda, minutes and civic streaming for MinuteTraQ software for April	I.C.S.	Granicus, LLC	\$3,385	General Fund/M&O – I.C.S.
Monthly subscription for agenda, minutes and civic streaming for MinuteTraQ software for May	I.C.S.	Granicus, LLC	\$3,385	General Fund/M&O – I.C.S.
130 tons of type 3 rip rap for canal maintenance	Public Works	Vulcan Construction Materials, LLC	\$9,880	General Fund/M&O – Public Works
195 tons of washed stone for canal maintenance	Public Works	Vulcan Construction Materials, LLC	\$9,994	General Fund/M&O – Public Works
Paving improvements on Diamond Causeway	Public Works	Crosby Paving Co., Inc.	\$8,950	SSD – Public Works
Annual renewal of Alteryx analytic software for Internal Audit	I.C.S.	Carahsoft Technology Corp.	\$5,318	General Fund/M&O – I.C.S.
Consultant for Basic Jail Officer training	Sheriff's	Tonia S. Welch	\$5,371	General Fund/M&O – Detention Center
208 tons of washed stone for canal maintenance	Public Works	Vulcan Construction Materials, LLC	\$9,984	General Fund/M&O – Public Works

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
Repair fuel gage – Unit 19-222 Public Works trash truck	Fleet Operations	Roberts Truck Center, Inc.	\$3,051	General Fund/M&O – Fleet Operations
Stock turbocharger vehicle part	Fleet Operations	Dobbs Equipment Southeast, LLC	\$3,541	General Fund – Parts
Vector NAME PCR kits for mosquitos	Mosquito Control	Co-Diagnostics, Inc.	\$4,500	General Fund/M&O – Mosquito Control
Purchase and installation of flooring for Unit 2 of the Detention Center	Sheriff's	Westbroad Flooring	\$21,750	General Fund/M&O – Detention Center
Catering for Youth Peacemakers award ceremony	C.N.T.	Carey Hilliard's Restaurant, Inc.	\$3,869	Confiscated Funds – C.N.T.
12 molded 3D seals for courtrooms in the new Chatham County Courthouse	Engineering	Robert Huff Designs	\$14,941	DSA Bond – Judicial Courthouse
Annual subscription and license for Maxon software for Public Information Office	I.C.S.	Insight Public Sector, Inc.	\$3,174	General Fund/M&O – Public Information Office
Annual software renewal of Nintex Workflow	I.C.S.	Abel Solutions, Inc.	\$4,638	General Fund/M&O – I.C.S.
Repairs to the bypass pump for Central Avenue Lift Station	Public Works	Hydra Services, Inc.	\$6,872	Water & Sewer
Replace damaged entrance gate of the Varnedoe Fuel Station	Facilities Maintenance and Operations	JDH Decks & Fences, Inc.	\$3,644	SSD – Public Works
504 dozen yellow golf balls for the range at Henderson Golf Course	Parks and Recreation	Wilson Sporting Goods	\$3,780	General Fund/M&O – Henderson Golf Course

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
Six (6) printers with fax and toner cartridges for Tax Commissioner's Office	I.C.S.	CDW Direct, LLC	\$3,794	General Fund/M&O – Tax Commissioner

Robin Maurer	Completed	05/15/2024 7:03 PM
Linda Cramer	Completed	05/16/2024 2:39 PM
Danielle Hillery	Pending	
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM



AGENDA ITEM: 13.3

AGENDA DATE: May 24, 2024

TO: Chairman and Members of the Board
THRU: Michael A Kaigler, County Manager
FROM: Tara Jennings, Strategic Planning Administrator

ISSUE:

To inform the Board of FY24 Blueprint Grantee Performance.

BACKGROUND:

Beginning in FY18, the County implemented a process whereby outside agencies and internal departments could submit applications for the funding of programs that aligned with the Chatham Community Blueprint and priorities of the Board. The Chatham Community Blueprint is a community-wide 20+ year strategic plan adapted through citizen engagement and community level indicators to attain progress in four core areas: Economy, Education, Health and Quality of Life.

FACTS AND FINDINGS:

1. Chatham County provides a full range of services including public safety, judicial functions, planning and zoning, health and social services, emergency preparedness, response and recovery, recreational facilities, recycling services, general administrative services, and the construction and maintenance of highways, public facilities, streets, and infrastructure.
2. As a county government there are mandated services and supports that are included in the traditional budgeting process. However, there are challenges associated in meeting all the health and human service needs of residents. Therefore, Chatham Blueprint Applications are the process by which internal and external programs above and beyond the mandated services are considered.
3. The Chatham County FY24 Blueprint Report is attached to include:
 - a. Organization & FY24 Budgeted Investment
 - b. Defined performance measures – targeted outputs and outcomes as defined in their independent contract along with progress through March 31, 2024.
4. An internal review committee was established to review quarterly reports and invoices as submitted. Through this process staff have worked with various organizations and units of government to strengthen programs for more effective and efficient processes as well as stronger outcomes.
5. The FY25 Blueprint Implementation process included a Letter of Intent component which had to be submitted by February 5, 2024. Selected programs and projects were then invited to submit a complete application due March 15, 2024. Funding recommendations are being finalized and will be included in the County Manger’s FY25 proposed Budget.

BLUEPRINT ALIGNMENT:

Quality of Life – (1) Develop local and regional collaboration among similar organizations to improve the delivery of social services and to expand the continuum. (2) Provide effective and efficient government while ensuing processes and procedures are planned and executed with transparency and accountability

FUNDING:

N/A

ALTERNATIVES:

N/A

POLICY ANALYSIS:

The actions of the department align with direction from the Board, the County Manager, and the recommendations of the Chatham Community Blueprint.

RECOMMENDATION:

For information only.

#S: Q3 Summary

#T: Q3 FY24 Outcomes

Tara Jennings	Completed	05/12/2024 9:11 PM
Linda Cramer	Completed	05/14/2024 11:07 AM
Danielle Hillery	Completed	05/16/2024 1:45 PM
Michael A. Kaigler	Pending	
Board of Commissioners	Pending	05/24/2024 9:30 AM

FY24 Blueprint Grant - Allocation & Performance Report

Organization	FY24 Total Award	FY24 Cumulative Performance %
Brightside Child and Family Advocacy/CASA (Bright House)	\$ 50,000	117%
Chatham County Juvenile Court - MARC/Front Porch	\$ 268,039	84%
Chatham County Juvenile Court - WREP	\$ 128,360	73%
Chatham County Safety Net Planning Council (Prevent Suicide Today)	\$ 125,000	244%
Chatham County Summer Bonanza	\$ 35,000	88%
Chatham County Youth Intercept Program - Victim Witness (DA)	\$ 330,000	93%
Chatham County/City of Savannah Land Bank Authority	\$ 35,000	161%
Chatham Savannah Authority for the Homeless	\$ 100,000	292%
Coastal Center for Developmental Services DBA EmployAbility	\$ 37,000	129%
Contingency5560	\$ 81,520	0%
Crime Stoppers of Savannah-Chatham County	\$ 20,000	90%
Curtis V. Cooper Primary Healthcare	\$ 1,785,000	76%
Curtis V. Cooper Dental Care	\$ 315,000	71%
DEEP Center	\$ 50,000	40%
Family Promise of Greater Savannah (Homeless Assistance)	\$ 150,000	64%
Forsyth Farmers Market (Farm Truck 912)	\$ 19,000	304%
Forsyth Farmers Market (Food Farmacy)	\$ 20,000	259%
Frank Callen Boys & Girls Club - Preventing Youth Gang	\$ 25,000	128%
Gateway BHCC	\$ 700,000	196%
Greenbriar Children's Center (Early Childhood)	\$ 100,000	213%
Greenbriar Children's Center (Emergency Shelter)	\$ 50,000	55%
Greenbriar Children's Center (Family Preservation/Strengthening Families)	\$ 50,000	0%

#S: Q3 Summary (6595 : Inform the Board of FY24 Blueprint Grantee Performance)

Heads Up Guidance Services (HUGS)	\$	36,450	202%
Hospice Savannah	\$	25,000	26%
Interagency Council on Homelessness/Chatham Continnum of Care	\$	25,000	0%
JC Lewis Health Care	\$	276,250	85%
JC Lewis Dental	\$	48,750	63%
Look It Up Savannah (Looping Literacy)	\$	10,000	50%
Look It Up Savannah (Mindful Zones)	\$	10,000	50%
MedBank Foundation	\$	50,000	86%
Park Place Outreach (Family Preservation for Teens)	\$	37,500	76%
Savannah Parkinson Support Group (Get Excited and Move)	\$	25,000	110%
Senior Citizens Incorporated	\$	50,000	93%
Step Up Savannah (Administrative + CAP)	\$	291,339	110%
Tharros Place, Inc	\$	18,750	228%
The Horizons Savannah (SCD)	\$	60,000	13%
The Mediation Center of the Coastal Empire	\$	40,000	179%
Union Mission	\$	60,000	65%
West Broad Street YMCA	\$	25,000	75%
Urban Mentoring Academy of Savannah	\$	15,000	20%
	\$	5,577,958	
Southside Community/Chatham EMS	\$	461,000	
The Coastal Empire Habitat for Humanity, Inc	\$	1,000,000	
	\$	7,038,958	

#S: Q3 Summary (6595 : Inform the Board of FY24 Blueprint Grantee Performance)

Organization/Unit Funded Program FY24 Investment	Description/Service	Annual Contracted/ Proposed Target	QTR 1 Outcome	QTR 2 Outcome	QTR 3 Outcome	QTR 4 Outcome	TOTAL	Percentage	Cumulative Performance
Brightside Child and Family Advocacy, Inc. <i>The Bright House</i> \$50,000	Total number of unduplicated adults who receive parental support services and resources	45	10	8	12		30	67%	117%
	Total number of unduplicated children/youths or referred from juvenile court	75	34	8	12		54	72%	
	Total number of unduplicated families who are referred for housing support services	20	3	24	41		68	340%	
	Total number of unduplicated families who are given transportation vouchers	10	5	7	1		13	130%	
	Total number of unduplicated families who are referred from accountability court	10	4	3	0		7	70%	
	Total number of unduplicated families who participate in at least 6 individual counseling sessions (receive at least two wrap-around	50	10	1	2		13	26%	
Chatham County Juvenile Court <i>The Front Porch</i> \$268,039	Number of unduplicated clients referred from Juvenile Court	104	12	12	10		34	33%	84%
	Number of unduplicated clients referred from School district	245	44	95	71		210	86%	
	Number of unduplicated clients referred from Law Enforcement	71	14	10	16		40	56%	
	Number of unduplicated clients self-referred (walk-ins)	110	31	31	31		93	85%	
	Total number of unduplicated clients referred to the program	550	108	152	99		359	65%	
	Number of youths receiving an assessment from Front Porch	325	67	94	75		236	73%	
	Number of unduplicated youths who complete service plan within 90 days	225	52	80	38		170	76%	
	Number of referrals to mental health providers	180	54	111	97		262	146%	
	Number of unduplicated youths who follow up with mental health providers	60	46	32	34		112	187%	
	Number of youth referrals to prosocial activities	135	20	57	54		131	97%	
	Number of unduplicated youths who follow up with prosocial services	67	9	4	5		18	27%	

#T: Q3 FY24 Outcomes (6595 : Inform the Board of FY24 Blueprint Grantee Performance)

Chatham County Juvenile Court Work Readiness Enrichment Program (WERP) \$128,360	Number of unduplicated clients served in the program	30	10	11	13		34	113%	73%
	Number of youth who participated in job shadowing program	25	0	0	0		0	0%	
	Number of youth who experienced at least 3 job employment interviews	15	8	11	13		32	213%	
	Number of youth employed consistently for at least 3 months	15	3	1	4		8	53%	
	Number of youth employed consistently for at least 6 months	10	2	1	1		4	40%	
	Number of youth employed with benefits	10	0	0	0		0	0%	
	Number of youth referred for tutoring/mentoring	25	0	0	0		0	0%	
	Number of youth who participated in tutoring/mentoring (50%)	15	0	0	0		0	0%	
	Number of youth with decrease in discipline referrals	25	10	11	13		34	136%	
	Number of youth with decrease in truancy	15	10	11	13		34	227%	
	Number of youth referred for substance abuse counseling	10	2	0	1		3	30%	
	Number of youth who attended substance abuse counseling (50%)	5	2	0	1		3	60%	
	Chatham County Safety Net Planning Council Safety and Resilience Programs \$125,000	Adults trained in suicide intervention (ASIST, SafeTALK, etc.)	100	54	80	43		177	
Adults/trained in suicide prevention (SuicideTALK, QPR, etc.)		100	87	148	36		271	271%	
Adults/trained in suicide prevention		150	502	91	0		593	395%	
Youth trained in resilience training (CRM and REALM)		350	448	151	56		655	187%	
Adults/youth trained in mindfulness and self-compassion training		250	91	35	0		126	50%	
Adults who participate in preventive health activities/exercise (Trauma Sensitive Yoga)		50	129	24	96		249	498%	
S&R: Children/Youth participate in wellness activities (Trauma Sensitive Yoga)		250	197	46	321		564	226%	
Children/Youth participate in prosocial activities (ACTS)		250	91	65	208		364	146%	

#T: Q3 FY24 Outcomes (6595 : Inform the Board of FY24 Blueprint Grantee Performance)

Chatham County Summer Bonanza Partnership, Inc. Youth Mentoring Program \$35,000	Number of participants enrolled in program	80	84	0	0	84	105%	88%
	Number/Percentage of participants who participate in at least 6 sessions (65%)	52	51	0	0	51	98%	
	Number/Percentage of participants who participate in at least 3 sessions (85%)	68	12	0	0	12	18%	
	Number applied for Youth Commission	5	6	0	0	6	120%	
	Total number of CGIC meetings/events attended	6	3	0	3	6	100%	
Chatham County District Attorney's Office <i>Victim-Witness Assistance Program / Youth Intercept Program</i> \$330,000	Number of youths enrolled into case management and have an individual/family service plan	60	10	19	15	44	73%	93%
	Unduplicated number of youths referred from juvenile court	20	4	11	7	22	110%	
	Number of unduplicated youths actively participating in job training	25	5	4	6	15	60%	
	Number of unduplicated youths employed for at least 6 months	20	3	4	6	13	65%	
	Number of unduplicated youths who receive at least two wrap-around services	45	10	19	15	44	98%	
	Number of unduplicated youths who participated in tutoring/mentoring	35	10	19	15	44	126%	
	Number of unduplicated individuals who participated in substance abuse counseling	20	4	7	6	17	85%	
	Number of unduplicated youths who participate in wellness activities	35	10	19	15	44	126%	
	Number of unduplicated who participate in prosocial activities	50	10	19	15	44	88%	
	Number of youths with decrease in discipline referrals	25	7	11	10	28	112%	
Number of youths with decrease in truancy	40	6	15	11	32	80%		

#T: Q3 FY24 Outcomes (6595 : Inform the Board of FY24 Blueprint Grantee Performance)

Chatham County/City of Savannah Land Bank Authority, Inc. <i>The Land Bank</i> \$35,000	Property Acquired	10	1	30	2		33	330%	161%
	Properties within Chatham County returned to the tax book	20	1	4	5		10	50%	
	Property Acquisition in unincorporated Chatham County	2	0	0	0		0	0%	
	Clearing Titles	As Required	3	16	32		51	0%	
	Property Disposition/Marketing	18	5	8	3		16	89%	
	Property Maintenance	85	120	150	150		420	494%	
Chatham-Savannah Authority for the Homeless <i>Effective Street Outreach: Improving Public Health and Safety for Unsheltered Citizens</i> \$100,000	Unduplicated adults who received at least two wrap-around services directly through CSAH Outreach Projects	500	1267	651	3267		5185	1037%	292%
	Unduplicated adults who received at least two wrap-around services directly through Coordinated Entry Project Referrals	225	141	46	15		202	90%	
	Adults and Children who received and took advantage of housing support directly through Coordinated Entry Project Referrals	600	272	72	40		384	64%	
	Adults and Children who received and took advantage of housing support directly through CSAH Outreach Projects	600	481	404	279		1164	194%	
	Households with a least 1 adult and 1 Child who entered in stable housing directly through Coordinated Entry Project Referrals	25	60	17	1		78	312%	
	Households without Children entered in stable housing directly through Coordinated Entry Project Referrals	100	32	16	8		56	56%	
Coastal Center for Developmental Services, Inc. dba EmployAbility <i>Job Development Training Program</i> \$37,000	Total number of unduplicated adults who participate in job training	45	48	33	36		117	260%	129%
	Total number of unduplicated individuals who complete certification program	20	13	9	32		54	270%	
	Total number of unduplicated individuals who are employed consistently for at least 3 months	12	0	1	1		2	17%	
	Total number of unduplicated individuals making at least \$13 per hour	10	1	1	2		4	40%	
	Total number of adults who are given employment attire vouchers	5	3	0	0		3	60%	

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Crime Stoppers of Savannah-Chatham County, Inc. 1) Awareness & Citizen Training Program (2) Campus Crime Stoppers \$20,000	Total number of unduplicated speaking engagements offered specific to civic function and civic responsibility	12	6	1	0	7	58%	90%
	Total number of unduplicated individuals who participate in educational programs specific to civic function/responsibility	1200	2612	750	25	3387	282%	
	Total number of unduplicated speaking engagements offered specific to safety and security	12	2	0	2	4	33%	
	Total number of unduplicated individuals who participate in educational programs specific to safety and security	1200	50	0	0	50	4%	
	Total number of unduplicated tips disseminated to local law enforcement agencies	1000	185	208	168	561	56%	
	Total number of unduplicated tips specific to Chatham County Police Department or Chatham County Sheriff's Office	250	102	87	77	266	106%	
Curtis V. Cooper Primary Health Care, Inc. Indigent Health: 1) Dental Care 2) Primary Health Care \$2,100,000	Total number of Primary Healthcare Visits	11900	2820	3072	3110	9002	76%	76%
	Total number of Dental Care Visits	2100	475	509	499	1483	71%	71%
Deep Center, Inc. Savannah Stories \$50,000	Total number of unduplicated youths who participated in tutoring/mentoring [at least 50%]	600	0	294	0	294	49%	40%
	Total number of unduplicated youths who show progress in English Language Arts or literacy - as measured by positive grade change or	300	0	0	0	0	0%	
	Total number of unduplicated youths who participate in educational programs specific to civic function/responsibility	475	0	226	0	226	48%	
	Total number of unduplicated youths who participate in prosocial activities or demonstrate social-emotional-learning growth [at least	350	0	294	0	294	84%	
	Total number of unduplicated youths who participate leadership opportunities	250	0	49	0	49	20%	
	Total number of unduplicated youths who participate in job shadowing programs	50	0	29	0	29	58%	
	Total number of unduplicated youths who participate in prosocial activities	50	0	0	0	0	0%	
	Total number of unduplicated youths who volunteer for at least 24 hours	50	0	29	0	29	58%	

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Family Promise of the Coastal Empire, Inc. <i>Homeless Prevention Assistance Program</i> \$150,000	Total number of unduplicated adults' prevention from homeless	140	32	69	8		109	78%	64%
	Total number of unduplicated youths' prevention from homeless	200	32	27	18		77	39%	
	Total number of unduplicated individuals entered stable housing	300	76	30	26		132	44%	
	Total number of unduplicated families entered into stable housing	120	45	40	8		93	78%	
	Percentage of families entered into stable housing that are unincorporated Chatham (goal is 15%)	45	32	13	8		53	118%	
	Total number of unduplicated adults using housing supports	175	44	30	8		82	47%	
	Total number of unduplicated adults who complete financial management	125	31	30	8		69	55%	
	Total number of unduplicated children/youths using housing supports	200	44	39	18		101	51%	
Forsyth Farmers' Market, Inc. 1) <i>Farm Truck 912</i> 2) <i>Food Farmacy</i> \$39,000	Number of Farm Truck 912 distribution opportunities held in each of the Chatham County Districts	200	134	83	87		304	152%	304%
	Number of unduplicated Chatham County residents through Farm Truck 912	5000	1946	1728	1956		5630	113%	
	Total amount of fresh produce distributed (in pounds)	8000	11200	14000	37700		62900	786%	
	Total number of unduplicated Chatham County residents served with fresh produce	1000	715	0	937		1652	165%	259%
	Total number of unduplicated adults who participated in wellness prevention programming	350	245	351	329		925	264%	
	Total number of unduplicated children/youths who participate in wellness prevention programming	150	57	78	29		164	109%	
	Total number of unduplicated produce vouchers distributed	500	537	537	937		2011	402%	

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Frank Callen Boys & Girls Club, Inc. <i>Gang Prevention Through Targeted Outreach</i> \$25,000	Total number of unduplicated children/youths who participate in civic responsibility/ education	200	313	83	60	456	228%	128%
	Total number of unduplicated children/youths who interact with positive adult role models	250	313	83	60	456	182%	
	Total number of unduplicated children/youths who participate in prosocial activities	550	313	83	60	456	83%	
	Total number of unduplicated children/youths who volunteer at least 12 hours	250	70	57	25	152	61%	
	Total number of unduplicated children/youths who are diverted from juvenile court	200	313	60	60	433	217%	
	Total number of unduplicated children/youths who are referred to juvenile court	20	0	0	0	0	0%	
Gateway Community Service Board <i>Behavioral Health Crisis Center</i> \$700,000	Number of unduplicated individuals registered as walk-ins	1232	306	194	244	744	60%	196%
	Number of unduplicated individuals delivered by law enforcement	336	181	125	174	480	143%	
	Number of unduplicated individuals delivered by EMS	100	17	6	25	48	48%	
	Number of unduplicated Chatham County residents evaluated at the BHCC	1121	376	265	321	962	86%	
	Number of unduplicated out of Chatham County residents evaluated at the BHCC	747	113	83	84	280	37%	
	Number of unduplicated Chatham County residents admitted to the CSU	673	181	122	179	482	72%	
	Number of unduplicated out of Chatham County residents admitted to the CSU	448	51	36	69	156	35%	
	Number of unduplicated Chatham County residents admitted to the BHCC	202	402	265	334	1001	496%	
	Number of unduplicated out of Chatham County residents admitted to the BHCC	134	121	83	88	292	218%	
	Number of unduplicated Chatham County residents admitted to the CSU	202	181	353	157	691	342%	
	Number of unduplicated out of Chatham County residents admitted to the CSU	134	51	111	262	424	316%	
	Number of admitted patients at BHCC with no insurance	841	342	236	206	784	93%	
	Number of admitted patients at CSU with no insurance	252	148	83	72	303	120%	
	Number of unduplicated individuals referred to other care sources following evaluation	560	266	199	322	787	141%	
	Number of unduplicated individuals referred to other care sources upon discharge	168	228	219	256	703	418%	
	Number of unduplicated individuals readmitted to the CSU	84	111	115	116	342	407%	
Number of unduplicated Psychiatry Physicians in training	24	19	27	27	73	304%		

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Greenbriar Children's Center, Inc. 1) Early Childhood Education and Care 2) Emergency Shelter for Youth 11-18 3) Strengthening Families \$200,000	Number of children enrolled in Early Childhood	80	95	74	71		240	300%	213%
	Number of students on Scholarship	30	15	14	9		38	127%	
	Number of unduplicated Chatham County Individuals Served more than 24 hours in Emergency Shelter	20	3	5	3		11	55%	55%
	Number of Newly Enrolled Families with Family Preservation	30	0	0	0		0	0%	0%
	Number of Ongoing Families Enrolled in Family Preservation	30	0	0	0		0	0%	
	Number of Family Visits with Family Preservation	400	0	0	0		0	0%	
Heads-Up Guidance Services, Inc. Mental Health Counseling for At-Risk Youth and Their Families \$36,450	Total of unduplicated children/youth referred for mental health	45	15	7	10		32	71%	202%
	Total of unduplicated children/youth who attended at least 24 individual counseling sessions	20	0	6	3		9	45%	
	Total of unduplicated children/youth who attended at least 6 individual counseling sessions	40	18	13	12		43	108%	
	Total of unduplicated children/youth who attended at least 6 group counseling sessions	6	15	20	10		45	750%	
	Total of unduplicated children/youth who participated in wellness activities	45	15	33	29		77	171%	
	Total of unduplicated parent/family units who attended at least 12 therapy/counseling sessions	20	0	0	0		0	0%	
	Total of unduplicated parent/family units who attended at least 6 therapy/counseling sessions	40	0	8	6		14	35%	
	Total number of coordinated parental support services and resources	45	16	8	10		34	76%	
	Total number of coordinated services and resources specific to children/youth	45	83	87	85		255	567%	

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Horizons Savannah *fiscal agent: The Savannah County Day School <i>Horizons Savannah</i> \$60,000	Total number of unduplicated Chatham County children/youths who participate in Horizons Savannah summer educational programming.	300	25	30	42		97	32%	13%
	Total number of unduplicated children/youths who show progress in English Language Arts	225	0	17	0		17	8%	
	Total number of unduplicated children/youths who show progress in Math	210	0	0	0		0	0%	
Hospice Savannah Foundation, Inc. <i>Community Aging in Place-Advancing Better Living for Elders (CAPABLE)</i> \$25,000	Number of unduplicated adults who participated in transitional services and supports	70	4	6	5		15	21%	26%
	Number of unduplicated adults who received scholarship to participate in health activities	70	4	6	5		15	21%	
	Number of unduplicated adults who have documented physical health improvement	52	4	6	5		15	29%	
	Number of unduplicated adults who participated in wellness prevention programs	70	4	6	5		15	21%	
	Number of unduplicated adults who remain in independent living environment	35	4	6	5		15	43%	
	Number of unduplicated indigent adults who received preventive health care	70	4	6	5		15	21%	
	Number of unduplicated indigent adults who received health care management	70	4	6	5		15	21%	
Interagency Council on Homelessness *fiscal agent: Community Housing Services Agency, Inc. / Savannah Affordable Housing Fund <i>Strategic Plan to Reduce Homelessness in Chatham County</i> \$29,093.94	County-wide Strategic Plan to Reduce Homelessness	N/A					0	0%	0%

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J.C. Lewis Primary Health Care Center, Inc. <i>Comprehensive Health Care Services</i> 1) Dental Care 2) Primary Health Care \$325,000	Total number of Primary Healthcare Visits	1841	532	458	580		1570	85%	85%
	Total number of Dental Care Visits	325	48	89	67		204	63%	63%
	Total number of Insurance Enrollment Consultations	275	398	379	401		1178	428%	
	Total number of New Clients	200	82	111	95		288	144%	
	Total number of Total Health Screenings	450	409	419	412		1240	276%	
	Total number of Diabetes Monitoring and Treatment	600	212	194	217		623	104%	
	Total number of Prenatal and Perinatal Services	50	7	11	6		24	48%	
	Total number of Cancer Screenings Completed	600	196	183	193		572	95%	
	Total number of Immunizations (COVID-19, Flu shots, Hepatitis A vaccines, etc.)	500	58	228	229		515	103%	
	Total number of Communicable Diseases Screenings	800	123	249	151		523	65%	
Total number of Voluntary Family Planning	3500	0	198	186		384	11%		
Loop It Up Savannah, Inc. 1) <i>Looping Literacy Together</i> 2) <i>The Mindfulness Zone</i> \$20,000	Total number of unduplicated children/youths participating in the Early Literacy Program (Looping Literacy Together)	350	88	88	88		264	75%	50%
	Total number of unduplicated children/youth participants in Looping Literacy Together who demonstrate improved benchmark in early literacy skills (80%)	280	0	70	0		70	25%	
	Total number of unduplicated children/youths who participate in Mindfulness Zone wellness programming and prosocial activities	860	215	215	215		645	75%	50%
	Total number of unduplicated children/youth participants of Mindfulness Zone who show improved self-awareness, self-management, and social skills (80%)	688	172	0	0		172	25%	

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MedBank Foundation, Inc. <i>Prescription Assistance Program</i> \$50,000	Total number of unduplicated prescription medication assistance applications completed in Chatham County	4000	929	803	732		2464	62%	86%
	Total number of unduplicated adults enrolled in prescription medication assistance program in Chatham County	1800	420	694	571		1685	94%	
	Total number of unduplicated adults enrolled in outreach and health education services in Chatham County	2500	1000	1130	425		2555	102%	
Park Place Outreach, Inc. <i>Family Preservation for Teens</i> \$37,500	Total number of unduplicated youths referred from juvenile court	50	12	4	14		30	60%	76%
	Total number of unduplicated youths who participate in tutoring/mentoring at least 50%	75	23	4	17		44	59%	
	Total number of unduplicated youths who show progress in English/Language Arts	40	21	4	9		34	85%	
	Total number of unduplicated youths who show progress in literacy	60	21	4	9		34	57%	
	Total number of unduplicated youths who show progress in Math	40	20	4	9		33	83%	
	Total number of unduplicated youths who show progress in science	40	23	4	6		33	83%	
	Total number of unduplicated youths who experience decrease in discipline referrals	80	20	4	11		35	44%	
	Total number of unduplicated youths who participate in adult mentorship programming	90	23	4	17		44	49%	
	Total number of unduplicated youths who attended at least 6 group counseling sessions	20	11	2	17		30	150%	
	Total number of unduplicated youths who participate in leadership opportunities	35	23	4	9		36	103%	
	Total number of unduplicated youths who received at least two wrap-around services	65	23	4	17		44	68%	
	Total number of unduplicated Chatham County residents that were served with packaged food/meal	60	23	4	17		44	73%	

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Savannah Parkinson Support Group, Inc. <i>Get Excited and Move</i> \$25,000	Total number of unduplicated adults who participate in preventive health activities/ exercise	160	110	20	29		159	99%	110%
	Total number of unduplicated adults who exercise at least 30 minutes of activity 3 days per week	160	110	20	29		159	99%	
	Total number of unduplicated adults who receive scholarship to participate in health activities	25	10	0	17		27	108%	
	Total number of unduplicated adults who have documented physical health improvements	130	80	14	25		119	92%	
	Total number of unduplicated adults who have maintained healthy weight	80	85	12	25		122	153%	
Senior Citizens, Inc. <i>Thunderbolt Neighborhood Senior Center</i> \$50,000	Total number of unduplicated adults who receive prepped food or meal	70	56	1	2		59	84%	93%
	Total number of unduplicated adults who are served free produce	70	56	1	2		59	84%	
	Total number of unduplicated adults who participate in prevention and exercise	70	56	1	2		59	84%	
	Total number of unduplicated adults who remain in independent living environments	50	56	1	2		59	118%	
Step Up Savannah, Inc. 1) <i>Chatham Apprentice Program</i> 2) <i>Administrative Support</i> \$291,339	Total number of unduplicated adults who actively participate in job training program	200	30	30	87		147	74%	110%
	Total number of unduplicated adults who complete financial management course	150	30	30	87		147	98%	
	Total number of unduplicated adults who receive at least two wrap-around services	150	23	26	61		110	73%	
	Total number of unduplicated adults who are provided attire vouchers	50	6	6	88		100	200%	
	Total number of unduplicated adults who participate in at least 3 job employment interviews	150	26	27	56		109	73%	
	Total number of unduplicated adults employed consistently for at least 3 months	150	14	18	54		86	57%	
	Total number of unduplicated adults employed consistently for at least 6 months	140	0	14	43		57	41%	
	Total number of unduplicated adults employed making at least \$13 per hour	150	16	18	48		82	55%	
	Total number of unduplicated adults employed with benefits	100	16	18	43		77	77%	
Total number of unduplicated outreach/awareness meetings or events with employers conducted.	6	8	5	8		21	350%		

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Tharros Place, Inc. <i>Community Outreach for Human Trafficking</i> \$18,750	Total number of unduplicated speaking engagements offered on Human Trafficking.	24	36	30	27		93	388%	228%
	Total number of unduplicated individuals who attend/participate in the educational opportunities	2000	1476	1391	2397		5264	263%	
	Total number of 'new' hits to the website during the grant cycle	50000	5199	5844	6278		17321	35%	
The Mediation Center of the Coastal Empire, Inc. <i>Youth Violence Prevention and Diversion</i> \$40,000	Number of unduplicated Chatham County youths who participate in positive leadership opportunities	250	171	138	45		354	142%	179%
	Number of unduplicated youths provided a non-traditional disciplinary method	100	46	79	145		270	270%	
	Number of unduplicated youths diverted from being court involved	40	42	47	144		233	583%	
	Number of unduplicated youths referred from Juvenile Court	35	4	8	14		26	74%	
	Number of unduplicated youths who do not offend within six months	55	2	0	0		2	4%	
	Number of unduplicated youths who do not offend within one year	50	0	0	0		0	0%	
Union Mission, Inc. <i>Behavioral Health Counseling Program</i> \$60,000	Number of unduplicated adults referred for mental health services	75	22	17	22		61	81%	65%
	Number of unduplicated adults who took advantage of housing supports	50	22	17	22		61	122%	
	Number of unduplicated adults who enter stable housing	45	11	9	12		32	71%	
	Number of unduplicated adults who participate in transitional services and supports	40	8	9	10		27	68%	
	Number of unduplicated adults who secure employment	30	10	11	13		34	113%	
	Number of unduplicated adults who participate in substance abuse counseling at least 50%	30	9	7	10		26	87%	
	Number of unduplicated adults who participate in at least 24 individual counseling sessions	20	0	0	0		0	0%	
	Number of unduplicated adults who participate in at least 6 group counseling sessions	40	13	16	15		44	110%	
	Number of unduplicated adults who do not offend within 6 months of program	50	0	0	0		0	0%	
Number of unduplicated adults who do not offend within one year of the program	15	0	0	0		0	0%		

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West Broad Street YMCA <i>Senior Citizens Program - Health and Wellness</i> \$25,000	Number of unduplicated Chatham County senior adults who participate in preventive health activities and exercise	60	15	15	15		45	75%	75%
	Number of unduplicated Chatham County senior adults who participate in wellness programming	60	15	15	15		45	75%	
	Number of unduplicated Chatham County senior adults who receive fresh produce	60	15	15	15		45	75%	
Urban Mentoring Academy of Savannah <i>Literacy, Film, and Music enrichment</i> \$15,000	Total number of unduplicated Children/Youth referred from Juvenile court.	7	0	0	3		3	43%	20%
	Total number of unduplicated Children/Youth who show improvement and/or advancement in any of the following programs (literacy, music theory, film)	7	0	0	1		1	14%	
	Total number of unduplicated Children/Youth participate/begin in adult mentorship program.	7	0	0	1		1	14%	
	Total number of unduplicated Children/Youth participating in tutoring/mentorship at least 50%. Total	7	0	0	1		1	14%	
	Total of unduplicated Children/Youth participating in tutoring/mentorship at least 75%.	7	0	0	1		1	14%	

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