1. January 18, 2022 Work Session Agenda
   Documents:
   
   01182022 WORK SESSION AGENDA.PDF

2. January 18, 2022 Meeting Agenda
   Documents:
   
   01182022 MEETING AGENDA.PDF

2.I. January 18, 2022 Agenda Packet
   Documents:
   
   01182022 AGENDA PACKET.PDF
The Georgia Conflict of Interest in Zoning Action Statue (O.C.G.A. §§ 36-67A-1 et seq.) requires disclosure of certain campaign contributions made by applicants for rezoning actions and by opponents of rezoning application. A rezoning applicant or opponent of a rezoning application must disclose contributions or gifts which in aggregate total $250.00 or more if made within the last two years to a current member of Effingham County Planning Board, Board of Commissioners, or other Effingham County official who will consider the application. The campaign contribution disclosure requirement applies to an opponent of a rezoning application who publishes his or her opposition by appearance before the Planning Board or Board of Commissioners or by any other oral or written communication to a member or members of the Planning Board or Board of Commissioners. Disclosure must be reported to the Board of Commissioners by applicants within ten (10) days after the rezoning application is filed and by opponents at least five (5) days prior to the first hearing by the Planning Board. Any person knowing failing to comply with these requirements shall be guilty of a misdemeanor.

"Individuals with disabilities who require special needs to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities should contact the County Clerk at 912-754-2123 promptly to afford the County time to create reasonable accommodations for those persons."

**PLEASE TURN OFF YOUR CELL PHONE**

---

**Agenda**

**Virtual Meeting Information:**

Zoom link: [https://zoom.us/j/98715219287?pwd=ZHBJOFRmVXJZak0vakJvXN6L3ITZz09](https://zoom.us/j/98715219287?pwd=ZHBJOFRmVXJZak0vakJvXN6L3ITZz09)

Phone Number: **1-929-436-2866**

Meeting ID: **987 1521 9287**

Access Code: **901128**

---

I. **Roll Call**

II. **Call to Order**

III. **Discussion**

   1. Session to discuss proposed multi-family and high density residential zoning district revisions

IV. **Adjournment**
The Georgia Conflict of Interest in Zoning Action Statue (O.C.G.A. §§ 36-67A-1 et seq.) requires disclosure of certain campaign contributions made by applicants for rezoning actions and by opponents of rezoning application. A rezoning applicant or opponent of a rezoning application must disclose contributions or gifts which in aggregate total $250.00 or more if made within the last two years to a current member of Effingham County Planning Board, Board of Commissioners, or other Effingham County official who will consider the application. The campaign contribution disclosure requirement applies to an opponent of a rezoning application who publishes his or her opposition by appearance before the Planning Board or Board of Commissioners or by any other oral or written communication to a member or members of the Planning Board or Board of Commissioners. Disclosure must be reported to the Board of Commissioners by applicants within ten (10) days after the rezoning application is filed and by opponents at least five (5) days prior to the first hearing by the Planning Board. Any person knowing failing to comply with these requirements shall be guilty of a misdemeanor.

“Individuals with disabilities who require special needs to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities should contact the County Clerk at 912-754-2123 promptly to afford the County time to create reasonable accommodations for those persons.”

**PLEASE TURN OFF YOUR CELL PHONE**

---

**Agenda**

**Virtual Meeting Information:**

Zoom link: https://zoom.us/j/98715219287?pwd=ZHBjOFRmVXJZak0vakVbXN6L3IzTzd0

Phone Number: **1-929-436-2866**

Meeting ID: **987 1521 9287**

Access Code: **901128**

---

I. Call to Order

II. Roll Call

III. Invocation

IV. Pledge to the American Flag

V. Agenda Approval - Consideration of a resolution to approve the agenda.

VI. Minutes

   Consideration to approve the January 4, 2022 commission meeting minutes

VII. Public Comments - Agenda Items ONLY

VIII. Correspondence - Documents from this meeting are located in the Clerk's Office and on the Board of Commissioner's website.

IX. Presentation

   1. Recognition of Vicki Dunn for 5 years of service as Director of Human Resources
X. **Consent Agenda**

1. **[2022-048 Form]**
   Consideration to approve the ACCG Defined Contribution Authorized Distribution forms

2. **[2022-049 Form]**
   Consideration to approve an update of the ACCG Schedule F authorization to make changes to the Defined Contribution Plans

3. **[2022-050 Form]**
   Consideration to approve an update of the ACCG Retirement Services Secure Web Access

4. **[2022-051 MOU]**
   Consideration to approve renewal of the Memorandum Of Understanding with Effingham County United Methodist Campground for use as a critical workforce shelter and/or post event shelter. (Critical Workforce Shelter Initiative)

XI. **Old Business**

1. **[2022-047 2nd Reading]**
   Consideration to approve the Second Reading of an application by Marchese Construction, LLC as Agent for Toshiyuki Hirata for a Variance located at GA Highway 21 to reduce the minimum number of parking spots required for a commercial development, zoned B-3. Map# 465N Parcel # 2

XII. **New Business**

1. **[2022-052 Refund] Jennifer Keyes**
   Consideration to approve a Tax Refund Request by Rex Inman Sr. for a property located at 2761 Noel C. Conaway Road Map# 418 Parcel# 28A

2. **[2022-053 Agreement] Sarah Mausolf**
   Consideration to approve the extension of an Agreement with USI Brokerage/Consulting for two (2) additional years.

3. **[2022-054 Resolution] Mark Barnes**
   Consideration to approve Resolution# 022-004 to amend the fiscal year 2021-2022 Budget

4. **[2022-055 Grant] Clint Hodges**
   Consideration to approve to accept a Hazard Mitigation Grant Program Award from GEMA/FEMA to update the Effingham County Joint Hazard Mitigation Plan

5. **[2022-056 Quote] Alison Bruton**
   Consideration to approve a Quote from SealMaster for the purchase of an Aggregate Chip Spreader and Spray Bar for the Public Works Department
6. **[2022-057 Change Order]**
   Consideration to approve Change Order #1 for Marsh Construction for civil/site work of Fire Station #15 located on Hodgeville Road

7. **[2022-058 Change Order] Alison Bruton**
   Consideration to approve Change Order #1 for Savannah Construction and Preservation, LLC pertaining to the construction of Fire Station #15 located on Hodgeville Road

8. **[2022-059 Plat/Deed] Teresa Concannon**
   Consideration to approve a Warranty Deed to accept the infrastructure and Final Plat for Rain Dance subdivision Phase 2 located off of Ebenezer Road, consisting of 40 lots Map# 445 Parcel# 26 in the Fourth District

   Consideration to approve a Warranty Deed to accept the infrastructure and a Final Plat for Emerald Plantation, Phase 3 located off of Bluejay Road, consisting of 16 lots Map# 350 Parcel# 16 in the Second District

10. **[2022-061 Deed/Plat] Teresa Concannon**
    Consideration to approve a Warranty Deed to accept the infrastructure and Final Plat for Buckingham Plantation Phase 2B. located off of Noel C. Conaway Road consisting of 51 lots Map# 375 Parcel# 51 in the First District

11. **[2022-062 Plat] Teresa Concannon**
    Consideration to approve a revised Final Plat for Goshen Hills Farms located off of Goshen Road Map# Parcel# in the Second District

    Consideration to approve a Task Order to provide consultant services to collect data on tide cycles along the Ogeechee Run and Little Ogeechee River to assist GA-EPD with the Waste Load Allocation (WLA) determination of the Ogeechee Run

    Consideration to approve ratification of Change Order # 3 for APAC-Atlantic Inc. related to resurfacing for the Blue Jay/McCall intersection improvements

    Consideration to approve Resolution# 022-005 declaring the Special Purpose Local Option Sales Tax (SPLOST) 2021 election results

15. **[2022-066 Resolution/Public Hearing] Tim Callanan**
    Consideration to approve Resolution# 022-006 related to redistricting for the Board of Commissioners and the Board of Education based on the 2020 United States Census

XIII. **Reports from Commissioners & Administrative Staff**

XIV. **Executive Session** - Discussion of Personnel, Property and Pending Litigation

XV. **Adjournment**
The Georgia Conflict of Interest in Zoning Action Statue (O.C.G.A. §§ 36-67A-1 et seq.) requires disclosure of certain campaign contributions made by applicants for rezoning actions and by opponents of rezoning application. A rezoning applicant or opponent of a rezoning application must disclose contributions or gifts which in aggregate total $250.00 or more if made within the last two years to a current member of Effingham County Planning Board, Board of Commissioners, or other Effingham County official who will consider the application. The campaign contribution disclosure requirement applies to an opponent of a rezoning application who publishes his or her opposition by appearance before the Planning Board or Board of Commissioners or by any other oral or written communication to a member or members of the Planning Board or Board of Commissioners. Disclosure must be reported to the Board of Commissioners by applicants within ten (10) days after the rezoning application is filed and by opponents at least five (5) days prior to the first hearing by the Planning Board. Any person knowing failing to comply with these requirements shall be guilty of a misdemeanor.

“Individuals with disabilities who require special needs to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities should contact the County Clerk at 912-754-2123 promptly to afford the County time to create reasonable accommodations for those persons.”

**PLEASE TURN OFF YOUR CELL PHONE**

### Agenda

**Virtual Meeting Information:**

Zoom link: [https://zoom.us/j/98715219287?pwd=ZHBJOFRmVXJZak0vakJvXN6L3ITZz09](https://zoom.us/j/98715219287?pwd=ZHBJOFRmVXJZak0vakJvXN6L3ITZz09)

Phone Number: **1-929-436-2866**

Meeting ID: **987 1521 9287**

Access Code: **901128**

I. **Call to Order**

II. **Roll Call**

III. **Invocation**

IV. **Pledge to the American Flag**

V. **Agenda Approval** - Consideration of a resolution to approve the agenda.

VI. **Minutes**

  Consideration to approve the January 4, 2022 commission meeting minutes

VII. **Public Comments** - Agenda Items ONLY

VIII. **Correspondence** - Documents from this meeting are located in the Clerk's Office and on the Board of Commissioner's website.

IX. **Presentation**

   1. Recognition of Vicki Dunn for 5 years of service as Director of Human Resources
X. **Consent Agenda**

1. **[2022-048 Form]**
   Consideration to approve the ACCG Defined Contribution Authorized Distribution forms

2. **[2022-049 Form]**
   Consideration to approve an update of the ACCG Schedule F authorization to make changes to the Defined Contribution Plans

3. **[2022-050 Form]**
   Consideration to approve an update of the ACCG Retirement Services Secure Web Access

4. **[2022-051 MOU]**
   Consideration to approve renewal of the Memorandum Of Understanding with Effingham County United Methodist Campground for use as a critical workforce shelter and/or post event shelter. (Critical Workforce Shelter Initiative)

XI. **Old Business**

1. **[2022-047 2nd Reading]**
   Consideration to approve the Second Reading of an application by Marchese Construction, LLC as Agent for Toshiyuki Hirata for a Variance located at GA Highway 21 to reduce the minimum number of parking spots required for a commercial development, zoned B-3, Map# 465N Parcel # 2

XII. **New Business**

1. **[2022-052 Refund] Jennifer Keyes**
   Consideration to approve a Tax Refund Request by Rex Inman Sr. for a property located at 2761 Noel C. Conaway Road Map# 418 Parcel# 28A

2. **[2022-053 Agreement] Sarah Mausolf**
   Consideration to approve the extension of an Agreement with USI Brokerage/Consulting for two (2) additional years.

3. **[2022-054 Resolution] Mark Barnes**
   Consideration to approve Resolution# 022-004 to amend the fiscal year 2021-2022 Budget

4. **[2022-055 Grant] Clint Hodges**
   Consideration to approve to accept a Hazard Mitigation Grant Program Award from GEMA/FEMA to update the Effingham County Joint Hazard Mitigation Plan

5. **[2022-056 Quote] Alison Bruton**
   Consideration to approve a Quote from SealMaster for the purchase of an Aggregate Chip Spreader and Spray Bar for the Public Works Department
6. **[2022-057 Change Order]**
   Consideration to approve Change Order #1 for Marsh Construction for civil/site work of Fire Station #15 located on Hodgeville Road

7. **[2022-058 Change Order] Alison Bruton**
   Consideration to approve Change Order #1 for Savannah Construction and Preservation, LLC pertaining to the construction of Fire Station #15 located on Hodgeville Road

8. **[2022-059 Plat/Deed] Teresa Concannon**
   Consideration to approve a Warranty Deed to accept the infrastructure and Final Plat for Rain Dance subdivision Phase 2 located off of Ebenezer Road, consisting of 40 lots Map# 445 Parcel# 26 in the Fourth District

   Consideration to approve a Warranty Deed to accept the infrastructure and a Final Plat for Emerald Plantation, Phase 3 located off of Bluejay Road, consisting of 16 lots Map# 350 Parcel# 16 in the Second District

10. **[2022-061 Deed/Plat] Teresa Concannon**
    Consideration to approve a Warranty Deed to accept the infrastructure and Final Plat for Buckingham Plantation Phase 2B. located off of Noel C. Conaway Road consisting of 51 lots Map# 375 Parcel# 51 in the First District

11. **[2022-062 Plat] Teresa Concannon**
    Consideration to approve a revised Final Plat for Goshen Hills Farms located off of Goshen Road Map# Parcel# in the Second District

    Consideration to approve a Task Order to provide consultant services to collect data on tide cycles along the Ogeechee Run and Little Ogeechee River to assist GA-EPD with the Waste Load Allocation (WLA) determination of the Ogeechee Run

    Consideration to approve ratification of Change Order #3 for APAC-Atlantic Inc. related to resurfacing for the Blue Jay/McCall intersection improvements

    Consideration to approve Resolution# 022-005 declaring the Special Purpose Local Option Sales Tax (SPLOST) 2021 election results

15. **[2022-066 Resolution/Public Hearing] Tim Callanan**
    Consideration to approve Resolution# 022-006 related to redistricting for the Board of Commissioners and the Board of Education based on the 2020 United States Census

XIII. **Reports from Commissioners & Administrative Staff**

XIV. **Executive Session** - Discussion of Personnel, Property and Pending Litigation

XV. **Adjournment**
Staff Report

Subject: Signatures for Defined Contribution Authorized Distribution Form
Author: Sarah Mausolf, Assistant Human Resources Director
Department: Human Resources
Meeting Date: January 18, 2022
Item Description: Approval of Defined Contribution Authorized Distribution Form

Summary Recommendation
Staff recommends approval of the Defined Contribution Authorized Distribution Singer Form. This is a new form required by ACCG in order to make distribution of terminating/resigning/retiring employees' contributions. This will authorize the County Manager, County Clerk and the Human Resources Director to sign the distribution forms on behalf of the County.

Executive Summary
This form authorizes the County Manager, County Clerk and Human Resources Director to sign account action forms for the resigned/terminated employees. Previously this authorization was part of the Schedule F but has been removed from Schedule F and requires a separate form to be used to authorize distributions from the Defined Contribution Plan.

Background
- ACCG has revised the forms authorizing changes to the Defined Contribution Plan. The new Defined Contribution Distribution Signer Form will authorize the County Manager, County Clerk and Human Resources Director to sign the forms authorizing distribution of funds for terminated/resigning/retiring employees.

Alternatives

Other Alternatives:
None

Department Review: County Manager

Funding Source: No impact on funding.

Attachments: ACCG Defined Contribution Authorized Distribution Signer Form
DC & DB Distribution/Retirement Authorized Signer Form

Jurisdiction Name: Effingham County

ACCG Retirement Services requires individuals to be designated to sign off on participant distribution/retirement forms as an authorized signer. Distribution & Retirement requests cannot be processed unless one of the listed individuals have signed the participants form.

Effective ______________, 2022, the Employer hereby designates the persons listed below as the individuals who may sign distribution forms as an authorized signer.

PLEASE ENTER THE NAME OF THE INDIVIDUAL(S) WHO SHOULD BE DESIGNATED AS AN AUTHORIZED SIGNER.

1) Name: ___________________________ Title: ___________________________
   Email Address: ___________________________
   Signature: ___________________________

2) Name: ___________________________ Title: ___________________________
   Email Address: ___________________________
   Signature: ___________________________

3) Name: ___________________________ Title: ___________________________
   Email Address: ___________________________
   Signature: ___________________________

4) Name: ___________________________ Title: ___________________________
   Email Address: ___________________________
   Signature: ___________________________

ACCG may rely upon each designation set forth above until such future date as the Employer delivers written notice of the termination of authority of a designated individual. This form must be authorized here by the Jurisdiction Manager, Administrator, Commissioner, or Chairman.

Jurisdiction Management Approval

Authorized By Signature : ___________________________
   physical signature required

Print Name & Title: ___________________________
Date: ___________________________

**Please upload this form to the ACCG Secure Website to the “Completed Forms” folder**
Staff Report

Subject: Signatures for Schedule F Authorizing Changes to ACCG Defined Contribution Program
Author: Sarah Mausolf, Assistant Human Resources Director
Department: Human Resources
Meeting Date: January 18, 2022
Item Description: Approval of Updating ACCG Schedule F, Authorization to Take Action on the Defined Contribution Program

Summary Recommendation
Staff recommends approval of amendment to ACCG Schedule F, Authorization to Take Action on the Defined Contribution Program. This amendment will remove the statement authorizing the County Manager, County Clerk and Human Resources Director the authority to sign distribution paperwork for terminating/resigning/retiring employees.

Executive Summary
This amendment deletes the statement authorizing the County Manager, County Clerk and Human Resources Director to sign account action forms for the resigned/terminated employees.

Background
- ACCG has revised the forms authorizing changes to the Defined Contribution Plan. The new Schedule F will authorize the Board of Commissioners to make changes to the Defined Contribution Plan. The change also removes the statement allowing the County Manager, County Clerk and Human Resources Director to sign the forms authorizing distribution of funds for terminated/resigning/retiring employees.

Alternatives
1. Recommend approval of update to ACCG Schedule F for the Defined Contribution Plans.

Other Alternatives:
None

Department Review: County Manager

Funding Source: No impact on funding.

Attachments: ACCG Form Schedule F to Defined Contribution Plans.
SCHEDULE “F”

JURISDICTION NAME: Effingham County

☐ DC Program  ✔ 401(a) Plan  ✔ 457(b) Plan  ☐ Senior Management 401(a) Plan

Effective February 1, 2022, the Employer hereby designates the persons listed below as the individuals who may provide direction upon which ACCG may take action for the Plan(s). Only one such individual need provide any direction. The signature of each designated individual is also set forth below and certified to be such. The Employer hereby certifies that it has the authority to designate these individuals in accordance with any documents or laws which govern the operation and administration of the Plan(s).

1) Name: Reginald Loper
   Title: Commissioner, District 4
   Email Address: comm.rsloper.dist4@gmail.com
   Signature: ________________________________

2) Name: Jamie DeLoach
   Title: Commissioner, District 3
   Email Address: jdeloachdistrict3@gmail.com
   Signature: ________________________________

3) Name: Forrest Floyd
   Title: Commissioner, District 1
   Email Address: ffloyd@effinghamcounty.org
   Signature: ________________________________

ACCG may rely upon each designation set forth above until such future date as the Employer delivers written notice of the termination of authority of a designated individual.

JURISDICTION MANAGEMENT APPROVAL

By: ________________________________
Title: Chairman ________________________________
Date: ________________________________
SCHEDULE “F”

JURISDICTION NAME: Effingham County

☐ DC Program  ✔ 401(a) Plan  ✔ 457(b) Plan  ☐ Senior Management 401(a) Plan

Effective February 1, 2022, the Employer hereby designates the persons listed below as the individuals who may provide direction upon which ACCG may take action for the Plan(s). Only one such individual need provide any direction. The signature of each designated individual is also set forth below and certified to be such. The Employer hereby certifies that it has the authority to designate these individuals in accordance with any documents or laws which govern the operation and administration of the Plan(s).

1) Name: Wesley Corbitt
   Title: Chairman, Effingham County Board of Commissioners
   Email Address: wcorbitt@effinghamcounty.org
   Signature: ________________________________

2) Name: Roger Burdette
   Title: Commissioner, District 2
   Email Address: burdettedistrict2@gmail.com
   Signature: ________________________________

3) Name: N. Phillip Kieffer
   Title: Commissioner, District 5
   Email Address: philkiefferdistrict5@gmail.com
   Signature: ________________________________

ACCG may rely upon each designation set forth above until such future date as the Employer delivers written notice of the termination of authority of a designated individual.

JURISDICTION MANAGEMENT APPROVAL

By: ________________________________
   Title: Chairman______________________
   Date: ________________________________
Staff Report

Subject: Update to ACCG Retirement Services Secure Web Access
Author: Sarah Mausolf, Assistant Human Resources Director
Department: Human Resources
Meeting Date: January 18, 2022
Item Description: Approval to Update ACCG Retirement Services Secure Web Access

Summary Recommendation
Staff recommends approval to Update ACCG Retirement Services Secure Web Access. This request updates the employees authorized access to the Secure Web and removes former employees. This website allows confidential information to be uploaded through a secure website when changes/updates are needed for employees.

Executive Summary
Authorizes specific individuals to have access to the ACCG Retirement Services Secure Website when making changes/updates to employee’s records. It also removes employees that are no longer with us.

Background
- When employees need to make changes to the 457(b) or 401(a) accounts we are able to upload the required forms through a secure website so that confidential information is not compromised.

Alternatives
1. Recommend approval of the update to ACCG Retirement Services Secure Web Access

Other Alternatives:
None

Department Review: County Manager

Funding Source: No impact on funding.

Attachments: ACCG Retirement Services Secure Web Access Change Form
Add Users to Payroll Folder

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Job Title</th>
<th>Employee E-Mail Address</th>
<th>Permissions</th>
<th>Notifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark Barnes</td>
<td>Finance Director</td>
<td><a href="mailto:mbarnes@effinghamcounty.org">mbarnes@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Kerrie Carroll</td>
<td>Accountant</td>
<td><a href="mailto:kcarroll@effinghamcounty.org">kcarroll@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Sarah Mausolf</td>
<td>HR Director</td>
<td><a href="mailto:smausolf@effinghamcounty.org">smausolf@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Jasmine Kirkland</td>
<td>Asst Director of HR</td>
<td><a href="mailto:jkirkland@effinghamcounty.org">jkirkland@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Krystle McDonald</td>
<td>HR Generalist</td>
<td><a href="mailto:kmcdonald@effinghamcounty.org">kmcdonald@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

Add Users to Census Folder

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Job Title</th>
<th>Employee E-Mail Address</th>
<th>Permissions</th>
<th>Notifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarah Mausolf</td>
<td>HR Director</td>
<td><a href="mailto:smausolf@effinghamcounty.org">smausolf@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Jasmine Kirkland</td>
<td>Asst Director of HR</td>
<td><a href="mailto:jkirkland@effinghamcounty.org">jkirkland@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Krystle McDonald</td>
<td>HR Generalist</td>
<td><a href="mailto:kmcdonald@effinghamcounty.org">kmcdonald@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

Add Users to Completed Forms Folder

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Job Title</th>
<th>Employee E-Mail Address</th>
<th>Permissions</th>
<th>Notifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarah Mausolf</td>
<td>HR Director</td>
<td><a href="mailto:smausolf@effinghamcounty.org">smausolf@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Jasmine Kirkland</td>
<td>Asst Director of HR</td>
<td><a href="mailto:jkirkland@effinghamcounty.org">jkirkland@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Krystle McDonald</td>
<td>HR Generalist</td>
<td><a href="mailto:kmcdonald@effinghamcounty.org">kmcdonald@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Survira Parker</td>
<td>HR Admin Asst</td>
<td><a href="mailto:sparker@effinghamcounty.org">sparker@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

Add Users to Hardships Folder

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Job Title</th>
<th>Employee E-Mail Address</th>
<th>Permissions</th>
<th>Notifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarah Mausolf</td>
<td>HR Director</td>
<td><a href="mailto:smausolf@effinghamcounty.org">smausolf@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Jasmine Kirkland</td>
<td>Asst Director of HR</td>
<td><a href="mailto:jkirkland@effinghamcounty.org">jkirkland@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Krystle McDonald</td>
<td>HR Generalist</td>
<td><a href="mailto:kmcdonald@effinghamcounty.org">kmcdonald@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

Add Users to Returned Forms Folder

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Job Title</th>
<th>Employee E-Mail Address</th>
<th>Permissions</th>
<th>Notifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarah Mausolf</td>
<td>HR Director</td>
<td><a href="mailto:smausolf@effinghamcounty.org">smausolf@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Jasmine Kirkland</td>
<td>Asst Director of HR</td>
<td><a href="mailto:jkirkland@effinghamcounty.org">jkirkland@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Krystle McDonald</td>
<td>HR Generalist</td>
<td><a href="mailto:kmcdonald@effinghamcounty.org">kmcdonald@effinghamcounty.org</a></td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>
This form is to be used if a user needs to be disabled and a new user needs to be added. Please complete the appropriate boxes that the changes need to be applied to. All current users will remain the same at this time.

Provide the name and email address for each employee who should have access to the ACCG Retirement Services Secure Web, the permissions they should have, as well as whether or not they should receive email notifications for activity under each of the folders to which they should have access. See the descriptions of the available folders and the permission levels below for more information. Please use additional pages as needed.

### Disable Users Listed

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Job Title</th>
<th>Employee E-Mail Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vicki Dunn</td>
<td>HR Director</td>
<td><a href="mailto:vdunn@effinghamcounty.org">vdunn@effinghamcounty.org</a></td>
</tr>
<tr>
<td>Christy Carpenter</td>
<td>Finance Director</td>
<td><a href="mailto:ccarpenter@effinghamcounty.org">ccarpenter@effinghamcounty.org</a></td>
</tr>
</tbody>
</table>

### Add Users to Payroll Folder

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Job Title</th>
<th>Employee E-Mail Address</th>
<th>Permissions</th>
<th>Notifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: Jane Doe</td>
<td>Finance Director</td>
<td><a href="mailto:JaneDoe@county.com">JaneDoe@county.com</a></td>
<td>Read Only</td>
<td>Yes</td>
</tr>
</tbody>
</table>

See Attached

### Add Users to Census Folder - DB Only

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Job Title</th>
<th>Employee E-Mail Address</th>
<th>Permissions</th>
<th>Notifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>See Attached</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Add Users to Completed Forms Folder

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Job Title</th>
<th>Employee E-Mail Address</th>
<th>Permissions</th>
<th>Notifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>See Attached</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
ACCG Retirement Services Secure Web Access Change Form
Jurisdiction Name: Effingham County

<table>
<thead>
<tr>
<th>Add Users to Hardships Folder- DC Only</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Employee Name</strong></td>
</tr>
<tr>
<td>See Attached</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Add Users to ACCG Returned Forms Folder</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Employee Name</strong></td>
</tr>
<tr>
<td>See Attached</td>
</tr>
</tbody>
</table>

**FOLDER DESCRIPTIONS:**
- Payroll – use to submit your payroll information related to your 401(a) Defined Contribution Plan, 457 Deferred Compensation Plan, and Defined Benefit Plan on a per pay period basis.
- Census – use to receive and submit your annual census files, and other information related to the DB census, for your Defined Benefit Plan, if applicable.
- Completed Forms – use to submit any completed forms that may contain sensitive, personal information (e.g. Enrollment Forms, Beneficiary Forms, DB Calculation Request, Notice of Retirement, Data Change Request, 401(a) / 457(b) Distributions, etc.).
- Hardships – If applicable, ACCG Retirement Services will use this folder to send Hardship Notifications to you to let you know when to suspend and reactivate contributions for employees who have taken 457(b) Unforeseeable Emergency (Hardship) Distributions.
- ACCG Returned Forms- this folder will be used to return forms that you have requested such as calculation requests, death packages, and forms that are incomplete and need to be completed by the Jurisdiction and or Participant.

**PERMISSIONS LEVELS:**
- Read only – allows the employee to view and download files from the Secure Website.
- All – same permissions as read only, plus allows the employee to upload files to the Secure Website.

**Jurisdiction Management Approval**
Print Name: **Wesley Corbitt**
Signature: ____________________________ Date: ____________________
Title: Chairman

---

Item X. 3.
Staff Report

Subject: MOU with Effingham County United Methodist Campground for use as a critical workforce shelter and/or post event shelter. (Critical Workforce Shelter Initiative)
Author: Alison Bruton, Purchasing Agent; Clint Hodges EEMA Director
Department: EEMA
Meeting Date: January 18, 2022
Item Description: Consideration to renew the Memorandum of Understanding with Effingham County United Methodist Campground for use as a critical workforce shelter and/or post event shelter (Critical Workforce Shelter Initiative)

Summary Recommendation: Staff recommends renewal of the MOU with Effingham County United Methodist Campground

Executive Summary/Background:
- The MOU outlines the obligations for both Effingham County and the Effingham County United Methodist Campground.
- The critical workforce shelter initiative supports all hazards emergency management missions for Effingham County and provides support for the first responders families during a disaster.
- The County can terminate the MOU with 30 days written notice.

Alternatives for Commission to Consider:
1. Board approval to allow the Memorandum of Understanding with Effingham County United Methodist Campground for use as a critical workforce shelter and/or post event shelter to automatically renew for the period February 3, 2022 until February 3, 2023.
2. Cancel the Memorandum of Understanding.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: EEMA

Funding Source: No funding is required

Attachments: Memorandum of Understanding with Effingham County United Methodist Campground
MEMORANDUM OF UNDERSTANDING
BETWEEN

Effingham County Board of Commissioners
-Emergency Management Agency-

AND

Effingham County United Methodist Campground

I. Parties
This Memorandum of Understanding (herein referred to as "MOU") is made and entered into by and between the Effingham County Board of Commissioners, whose address is 601 North Laurel Street, Springfield, Georgia 31329, and the Effingham County United Methodist Campground whose address is 306 West First Street, Springfield, Georgia 31329.

II. Purpose
The purpose of this Memorandum of Understanding is to establish the terms and conditions under which the Effingham County Methodist Campground youth building and kitchen may be used as a critical workforce shelter and/or post event shelters when requested by the Emergency Management Agency of Effingham County. The shelter agreement also encompasses the parking of equipment and supplies that will accompany the personnel.

III. Terms
This MOU is effective upon the day and date signed and executed by the duly authorized representatives of the parties to this MOU and shall remain in effect for a period of one (1) year. This MOU shall automatically renew annually however may be terminated, without cause, by either party upon 30 days written notice, which notice shall be delivered by hand or by certified mail to the address listed above.

IV. Payment
The Effingham County Board of Commissioners will be responsible for payment and reimbursement for any damage, with the exclusion of reasonable wear, tear, force majeure and use herein permitted done to the facility while this MOU is in effect and the provisions established by the MOU are activated. An inspection of the facility will be conducted by representatives of both parties immediately after operations to document any post event existing conditions. Under the provisions of O.C.G.A. title 38-3-32, Georgia Emergency Management Act of 1981, Immunity is granted through certain conditions of law. To the extent not prohibited by Georgia Law, Effingham County covenants to indemnify and hold harmless Effingham County Methodist
Campground and any of their officers, directors, agents, employees and representatives from any and every claim, demand, or judgment asserted against them, arising from any incident which occurs in connection with the use of the facility which is caused by negligence or willful misconduct of Effingham County, its employees, agents, and representatives during the execution of this MOU.

V. General Provisions
   A. Amendments
      Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

   B. Applicable Law
      The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Georgia.

   C. Authority Granted and Chain of Command
      The MOU Primary Coordinators identified in section 8A and 8B are authorized to coordinate the planning, exercise, execution and operation of the terms of this MOU. Unless the primary coordinators identified in Section 8A and 8B are executive members with authority to make commitments on behalf of their respective organization, neither of the primary coordinators shall have the authority to commit funds of either governing body without the proper approval through their respective organizations.

   D. Entirety of Agreement
      This MOU consist of the entire and integrated agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.

   E. Severability
      Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in effect, and either party may renegotiate the terms affected by the severance.

   F. Sovereign Immunity
      Effingham County, Effingham County Emergency Management Agency, and their respective governing bodies do not waive their sovereign immunity by entering into this MOU. Each party to the MOU fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this MOU.
G. Third Party Beneficial Rights
The parties do intend to allow The Salvation Army, The American Red Cross, The Coastal Health District and/or a volunteer civic group access during an event which creates the status of a third party beneficiary. The parties to this MOU intend and expressly agree that only the parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU; to seek any remedy arising out of the parties performance or failure to perform any term or condition of this MOU; or bring an action for the breach of this MOU.

VI. Responsibilities
A. The Effingham EMA Director responsibilities shall include;
   1. Administer this MOU for Effingham County Board of Commissioners.
   2. Cooperatively plan, exercise and execute the provisions of this MOU with the identified Effingham County Methodist Campground primary coordinator.
   3. Provide the Effingham Methodist Campground representative an estimated timetable for the occupation of the identified buildings. This will also include the time for facility clearance.
   4. Provide a representative for the post inspections after operations.
   5. Insure that the facility is returned to the Effingham County Methodist Campground in a clean and fully operational condition of its original state.
   6. Provide security during the time the facility is occupied through the Emergency Operations Plan Emergency Support Function (ESF) 13.
   7. Designate a facility manager to coordinate operations with the Effingham County Methodist Campground designated Liaison Officer.
   8. Determine which third party beneficiary shall be included in operations.

B. The Effingham County Methodist Campground responsibilities shall include;
   1. Designate a staff member in Section 8B as the primary coordinator for this MOU and cooperatively plan, exercise and execute the provisions of this MOU with identified Effingham Emergency Management Agency primary coordinator.
   2. Emergencies are very unpredictable, therefore the Effingham Emergency Management Agency shall be notified 10 days in advance of when the facility will not be available for occupancy.
   3. Provide EEMA with immediate access upon activation of this MOU.
   4. Provide a representative for the post inspection.
   5. Designate a liaison officer to coordinate operations with the facility manager from Effingham County EMA.
VII. Limitations of Use
The use of the Effingham County Methodist Campground shall be limited to the youth building, kitchen and any other areas agreed prior to the occupation of the building by both representatives.

VIII. MOU Primary Coordinators
A. Effingham County Emergency Management Agency.
The Primary Coordinator for this MOU will be:
Clint Hodges, Director
Effingham County Emergency Management Agency
601 North Laurel Street, Springfield, GA 31329
(912) 754-8200 Office
(912) 547-8924 Mobile
Email address: eema@effinghamcounty.org

B. Effingham County Methodist Campground
The Primary Coordinator for this MOU will be:
Jason Hinely
306 West First Street, Springfield, GA 31329
(912) 754-1459 Email address: hinelyj@hgmail.com

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

[Wesley Corbitt, Chairman
Effingham County Board of Commissioners]
[02/07/2017
Date
Auto Renewal]

[Jason Hinely, Chairman
Effingham County Methodist Campground]
[1/9/15
Date]

This concludes the Memorandum of Understanding between the Effingham County Board of Commissioners – Effingham Emergency Management Agency and the Effingham County Methodist Campground
Staff Report

Subject: 2nd Reading Zoning Map Amendment
Author: Teresa Concannon, AICP, Planning & Zoning Manager
Department: Development Services
Meeting Date: January 18, 2022

Item Description: Marchese Construction, LLC as Agent for Toshiyuki Hirata requests a variance to reduce the minimum number of parking spots required for a commercial development. Located on GA Highway 21, zoned B-3. Map# 465N Parcel # 2

Summary Recommendation
Staff has reviewed the application, and recommends denial of the request for a variance to reduce the minimum number of parking spots required for a commercial development.

Executive Summary/Background

- Pursuant to Appendix C-Zoning Ordinance, Article VII-Planning Board, Section 7.1.8, variances may only be granted if the following findings are made:
  
  "That there are unique physical circumstances or conditions, including irregularity, narrowness, or shallowness, of lot size or shape, or exceptional topographical or other physical conditions peculiar to the particular property, and that the unnecessary hardship is due to such conditions, and not to circumstances or conditions generally created by the provisions of the zoning ordinance in the neighborhood or district in which the property is located; and"

  "That because of such physical circumstances or conditions, there is no possibility that the property can be developed in strict conformity with the provisions of the zoning ordinance, and that the authorization of a variance is therefore necessary to enable the reasonable use of the property."

- The proposed restaurant location is a 1.03-acre parcel. The proposed structure consists of a restaurant and three retail units. Required parking for the proposed development is at least 48 spaces.
- The applicant proposes 32 parking spaces and a drive through lane for the restaurant. A smaller building footprint would require fewer spaces and allow more space to meet parking space requirements.
- The retail portion of the building is 5,125 sf, which requires 17 spaces. The restaurant is 3,225 sf. 78 seats are proposed, which requires 31 spaces + 1 space per 3 employees.
- In neighboring jurisdictions, the parking requirement for retail is 1 space per 200 – 250 sf, which is more restrictive than Effingham County. Restaurant parking requirements are tied to building size or number of seats. Effingham County’s requirements are in line with Savannah, Liberty County, and Bulloch County.
- At the December 20 Planning Board meeting, Alan Zipperer made a motion to approve the request for a variance to reduce the minimum number of required parking spots required for a commercial development.
- The motion was seconded by Michael Larson, and carried unanimously.
- At the January 4, 2022 meeting, the Board of Commissioners approved a first reading, with the following condition:
  
  1. Applicant shall provide a plan showing 36 parking spaces.

Alternatives

1. Approve request for a variance to reduce the minimum number of required parking spots required for a commercial development, with the following condition:
   
   1. Applicant shall provide a plan showing 36 parking spaces.

2. Deny the request for a variance to reduce the minimum number of required parking spots required for a commercial development

Recommended Alternative: 2
Other Alternatives: 1
Department Review: Development Services
FUNDING: N/A
Attachments: 1. Zoning Map Amendment
AN AMENDMENT TO THE EFFINGHAM COUNTY ZONING ORDINANCE, MAP AND PARCEL NO.
465N-2

AN ORDINANCE TO AMEND THE EFFINGHAM COUNTY ZONING ORDINANCE, MAP AND PARCEL NO.
465N-2

AND TO REPEAL ALL OTHER ORDINANCES IN CONFLICT HEREWITH.

BE IT ORDAINED by the Effingham County Board of Commissioners in regular meeting assembled and pursuant to lawful authority thereof:

WHEREAS, MARCHESE CONSTRUCTION, LLC as agent for TOSHIYUKI HIRATA has filed an application for a variance, to reduce the required number of parking spaces for a restaurant and retail development; map and parcel number 465N-2, located in the 5th commissioner district, and

WHEREAS, a public hearing was held on January 4, 2021 and notice of said hearing having been published in the Effingham County Herald on December 15, 2021; and

WHEREAS, a public hearing was held before the Effingham County Planning Board, notice of said hearing having been published in the Effingham County Herald on December 1, 2021; and

IT IS HEREBY ORDAINED THAT a variance to reduce the required number of parking spaces for a restaurant and retail development; map and parcel number 465N-2, located in the 5th commissioner district, is approved with the following condition:

1. Applicant shall provide a plan showing 36 parking spaces.

All ordinances or part of ordinances in conflict herewith are hereby repealed.

This ______ day of ________________, 20____

BOARD OF COMMISSIONERS
EFFINGHAM COUNTY, GEORGIA

BY: _________________________
WESLEY CORBITT, CHAIRMAN

ATTEST:

FIRST/SECOND READING: ____________

___________________________
STEPHANIE JOHNSON
COUNTY CLERK
Staff Report

Subject: Tax Refund Request
Author: Jennifer Keyes
Department: Tax Assessor
Meeting Date: January 18, 2021
Item Description: Tax refund request for parcel 418-28A Rex Inman Sr.

Summary Recommendation:
Mr. Inman is asking to have the square footage corrected on his home. At the time of valuation, the appraiser sketches the home and placed the story height as a 1 story with a finished attic. The home has windows on three sides. Typically, a home that has windows in the front and sides of the home has a finished second floor. The property owner did not file a tax return or an appeal on this parcel. After the appeal time had passed the property owner supplied photos of the home and the square footage was correct for the 2022 tax year.

Executive Summary/Background:
- Property owner is requesting the square footage of the home. The adjusted square footage of the home would be 2,697 from 3,866.
- Property owner did not file a Tax Return or an Appeal
- Square Footage has been adjusted for the 2022 tax year

Alternatives for Commission to Consider
1. Deny request to adjust the square footage of the home.
2. Approve the request to change the square footage of the home from 3,866 to 2,697 and adjust the fire charge to reflect the new square footage.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Tax Assessor, County Commissioners
Attachments:
1. Property Record Cards
2. Photo
Tax Refund Request

Please review the Effingham County Ad Valorem Tax Refund Policy carefully. All taxes on the parcel in question must be paid in full prior to making a refund request. Refund request must be made within three (3) years of the tax payment. This form must be completely filled out.

Tax Payer Name: Rex W. Inman Sr & Susan G. Inman
Mailing Address: 2761 Noel C. Conaway Rd.
                  Guyton, GA 31312

Parcel Information (Information on parcel(s) to which refund is requested)

Parcel ID# (PIN#): 04180028A00   Taxes Paid Date: 12/15/2021
Amount Tax Due: $534.73
Amount Tax Paid: ____________

Physical Address of Parcel: 2761 Noel C Conaway Rd., Guyton GA 31312

Summary Statement (Please provide factual or legal error which have resulted in erroneous or illegal taxation)

Factual Error - Square footage listed as 3866 ft²
      Actual Square footage is 2697 ft²

I would like to Request a Conference/Hearing with:
☐ Board of Commissioners

Was the property appealed to:
☐ Board of Equalization   ☐ Board of Assessors   ☐ Superior Court
Result: ____________________________

Tax Payer Signature: ____________________________ Date: 15 Dec 2021

Please attach any additional information that you believe would be helpful to this Request Form and submit by mail or hand delivery to the Clerk of the Effingham County Board of Commissioners at the address listed below.

Request form shall be mailed to:
Effingham County Board of Commissioners
County Clerk
601 North Laurel Street
Springfield, GA 31329
<table>
<thead>
<tr>
<th>Owner Information</th>
<th>General Property Information</th>
<th>Values</th>
</tr>
</thead>
</table>
| INMAN REX W SR AND SUSAN G  
2761 NOEL C CONAWAY RD  
GUYTON, GA 31312 |  
SITUS  2761 NOEL C CONAWAY RD  
LEGAL  1.59 AC TRCT 3B (OUT 418-28)  
Tax District  01-County  
Total Acres  1.59  
Zoning  AR-2 |  
Imp Val  407,215  
Acc Val  9,583  
Land Val  42,009 |

**Total Value**  
2020 : 41,185  
2019 : 27,457  
2018 : 38,872  
2017 : 38,872

**SALES INFORMATION**

<table>
<thead>
<tr>
<th>Grantee</th>
<th>Grantor</th>
<th>Date</th>
<th>Deed Book</th>
<th>Plat Book</th>
<th>Saleprice</th>
<th>CS</th>
<th>Mkt Value</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>INMAN REX W SR AND SUSAN G</td>
<td>MUELLER CRAIG A AND JOANNE D</td>
<td>09/11/2019</td>
<td>2545 343</td>
<td>D64 C1</td>
<td>62,000</td>
<td>R4</td>
<td>0 LM</td>
<td></td>
</tr>
<tr>
<td>MUELLER CRAIG A &amp; JOANNE D</td>
<td>BLACKBURN H JASPR</td>
<td>06/10/2011</td>
<td>2019 405</td>
<td>D 64C1</td>
<td>40,000</td>
<td>R4</td>
<td>0 A</td>
<td></td>
</tr>
</tbody>
</table>

**LAND INFORMATION**

<table>
<thead>
<tr>
<th>CS</th>
<th>Land Use</th>
<th>Productivity</th>
<th>ACRES</th>
<th>Unit Value</th>
<th>UnAdj Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>R4</td>
<td>Small Parcels</td>
<td>1</td>
<td>1.59</td>
<td>1,000</td>
<td>1,590</td>
</tr>
</tbody>
</table>

**ACCESSORY IMPROVEMENTS - 04180028A00**

| CS | Descr | Dim1 | Dim2 | Units | Year | Grade | Depr | Ovr D | Pcom | Func | Econ | Neigh | IDNits | Value | Photo ? |
|----|-------|------|------|-------|------|-------|------|-------|------|------|------|-------|--------|--------|--------|---------|
| R9 | FIRE CHARGE-RES 1 AND 2 STY | 0 | 0 | 1 | 2020 | 1.00 | 0.00 | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 3866.0 | 0 | False |
| R1 | FIRE FEE-RES | 0 | 0 | 1 | 2021 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | False |
| R1 | HOME SITE AVG | 0 | 0 | 1 | 2021 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 9583 | False |
| R1 | SANITATION - REGULAR | 0 | 0 | 0 | 2020 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | False |
## RES IMP - 04180028A00 | 2761 NOEL C CONAWAY RD

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Impr Key</td>
<td>27691</td>
</tr>
<tr>
<td>Class / Strat</td>
<td>R1</td>
</tr>
<tr>
<td>Occupancy / Style</td>
<td>One Family</td>
</tr>
<tr>
<td>Floors</td>
<td>0</td>
</tr>
<tr>
<td>Bedrooms</td>
<td>3</td>
</tr>
<tr>
<td>Heated Area</td>
<td>3,866</td>
</tr>
<tr>
<td>Story Height</td>
<td>1 STORY FINISHED ATTIC</td>
</tr>
<tr>
<td>Foundation</td>
<td>Slab Perimeter</td>
</tr>
<tr>
<td>Exterior Wall</td>
<td>Hardie Board</td>
</tr>
<tr>
<td>Roofing</td>
<td>Fiberglass Panels</td>
</tr>
<tr>
<td>Roof Shape</td>
<td>GABLE/HIP</td>
</tr>
<tr>
<td>Floor Construction</td>
<td>Concrete on Ground</td>
</tr>
<tr>
<td>Floor Finish</td>
<td>Carpet TILE</td>
</tr>
<tr>
<td>Interior Wall</td>
<td>Sheetrock</td>
</tr>
<tr>
<td>Interior Ceiling</td>
<td>Sheetrock</td>
</tr>
<tr>
<td>Heat</td>
<td>Cent Heat / AC</td>
</tr>
<tr>
<td>Plumbing:Std Comp</td>
<td>1</td>
</tr>
<tr>
<td>Plumbing: Extra Fix</td>
<td>8</td>
</tr>
<tr>
<td>Full Baths</td>
<td>2</td>
</tr>
<tr>
<td>Half Baths</td>
<td>1</td>
</tr>
<tr>
<td>Basements / Attic</td>
<td>0 / 0.00</td>
</tr>
<tr>
<td>Attic / Finish</td>
<td>0 / 0.00</td>
</tr>
<tr>
<td>Attic Qual</td>
<td>% Complete</td>
</tr>
<tr>
<td>Attic Quality</td>
<td>Econ Obsol</td>
</tr>
<tr>
<td>Grade</td>
<td>1.40</td>
</tr>
<tr>
<td>Year Built</td>
<td>2021</td>
</tr>
<tr>
<td>Eff Year Built</td>
<td>2022</td>
</tr>
<tr>
<td>Condition</td>
<td>Average</td>
</tr>
<tr>
<td>Condition</td>
<td>MAV</td>
</tr>
<tr>
<td>Code</td>
<td>Type</td>
</tr>
<tr>
<td>R04</td>
<td>04 Garage</td>
</tr>
<tr>
<td>01.1</td>
<td>1 Sty with Fin Attic</td>
</tr>
<tr>
<td>R01</td>
<td>01 Open Porch</td>
</tr>
<tr>
<td>R01</td>
<td>01 Open Porch</td>
</tr>
<tr>
<td>R15</td>
<td>15 Add/ Garage</td>
</tr>
<tr>
<td>Review: 3/30/2021 by NEAL GROOVER/EHUFF</td>
<td>Item XII. 1.</td>
</tr>
</tbody>
</table>
Item XII. 1.
Staff Report

Subject: Renewal of Brokerage/Consulting Agreement with USI Insurance Agency
Author: Sarah Mausolf, Assistant Human Resources Director
Department: Human Resources
Meeting Date: January 18, 2022
Item Description: Renewal of Brokerage/Consulting Agreement with USI Insurance Agency

Summary Recommendation
Staff recommends approval of renewing the Brokerage/Consulting Agreement with USI Insurance Agency for two one year periods at the end of the current agreement 12/31/2022.

Executive Summary
In March 2017 the County sent out an RFP for an agency to become the County’s Agent of Record. The duties included providing information that would allow the County to make informed choices of benefits for our employees. USI Insurance Agency quoted a cost of $45,000. USI has stated the annual cost of $45,000 would remain the same. A change requested by USI would allow USI to receive a commission on any worksite products should we change providers. The commission would not impact the cost of the benefits to the County. The agreement was reviewed and approved as true to form by the County Attorney.

Background
- USI Insurance Agency was selected based on services that would be provided, past experience with USI.
- The level of service that USI has provided to the County is outstanding. All requests are acted on immediately and USI truly serves as an advocate for the County in all benefits making sure we get the most for our money. USI successfully lead the conversion from fully self insured to partially self insured.
- At this time USI receives no commission from the worksite products we offer our employees.

Alternatives
1. Recommend approval of the renewal of the Brokerage/Consulting Agreement with USI Insurance Agency for two one year periods to begin effective January 1, 2023 and ending December 31, 2024. Our cost would remain the same, $45,000 per year.

Other Alternatives:
Issue RFP for Broker/Consulting Agency

Department Review: Finance, County Manager

Funding Source: Funding would be continued in the next two fiscal years at the current cost of $45,000.

Attachments: Brokerage/Consulting Agreement with USI Insurance Agency
Amendment No. 1 to Client Service Agreement
Employee Benefits

This amends the Client Service Agreement ("Agreement") executed by USI Insurance Services, LLC (“USI”), and Effingham County Board of Commissioners (“Client”) and made effective as of January 2018 and records their agreement to the following changes in this Amendment No. 1 made effective as of January 1, 2021:

1. **LINES OF INSURANCE COVERAGE**
   No change

2. **SERVICES**
   No Change

3. **COMPENSATION**
   No Change ($45,000 annually)

4. **TERM AND TERMINATION**
   The Agreement shall be renewed for an additional two years as of January 1, 2021 and shall terminate as of December 31, 2022.

All other terms and conditions of the Agreement remain unchanged.

IN WITNESS THEREOF, the parties have hereunto set their hands on the date and year first above written for the purpose set forth in the Amendment No. 1:

USI Insurance Services LLC

Signature
Brian McNulty
Print Name
Title
SE Regional Benefit Practice Leader
11/4/2020
Date

Effingham County Board of Commissioners

Signature
Wesley Corbitt
Print Name
Chairman, Effingham County Board of Commissioners
10/9/2020
Date
Staff Report

Subject: FY 2022 Budget Amendment
Author: Mark W. Barnes, Finance Director
Department: Finance Department
Meeting Date: 1/18/22
Item Description: Consideration to approve an amendment to the FY 2021-2022 Budget.

Summary Recommendation:
Staff is requesting approval of an amendment to the FY 2021-2022 Budget.

Executive Summary:
Each year the Board of Commissioners proposes a tentative budget. During the year, the Board receives requests from agencies and department heads to adjust the budget. Additionally, other factors, such as revenue, may fluctuate thereby allowing the Board to direct that additional expenditures be made. Therefore, a formal budget resolution incorporating these factors is made to adjust the budget accordingly.

Background:
Georgia Law 6-81-3. Requires the establishment of fiscal year; requirement of annual balanced budget; adoption of budget ordinances or resolutions generally; budget amendments; uniform chart of accounts. Section (b)(1) notes that each unit of local government shall adopt and operate under an annual balanced budget for the general fund, each special revenue fund, and each debt service fund in use by the local government. The annual balanced budget shall be adopted by ordinance or resolution and administered in accordance with this article.

The budget amendment attached reflects the following changes:
1. Changes to copy machines contract
2. Admin building budget carry over from FY 2021, change orders, furniture & fixtures
3. LMIG 2022 road projects funding and County match
4. McCall Park change order #3
5. Director of Development Services position

Alternatives for Commission to Consider:
1. Approve the Resolution to amend the budget for FY 2021-2022.
2. Provide Staff with Direction
Recommended Alternative:
Staff recommends Alternative number 1 – Approve the Resolution to amend the budget for FY 2021-2022.

Other Alternatives: N/A

Department Review: Finance

Funding Source:
Multiple, in resolution

Attachments:
FY 2021-2022 Budget Amendment Resolution
WHEREAS, the FY 2021-2022 budget of Effingham County was adopted on June 15th, 2021 and; WHEREAS, it is necessary to further amend said budget to reflect desired changes and; NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County Effingham, Georgia that the following amendment be made:

The amendment affects multiple departments. It reflects revenue awarded for multiple grants, capital project change orders, approved software and communications contracts, the Georgia Forestry Commission stipend, and the purchase of additional water meters. This amendment is an overall increase to the budget.

Approved this _____ day of ______________ 2022.

Attest:

Stephanie D. Johnson, County Clerk

Wesley M. Corbitt, Chairman
Staff Report

Subject: Request to accept a Hazard Mitigation Grant Program Award
Author: Clint Hodges, Fire Chief & EMA Director
Department: 20-EMA
Meeting Date: 01/18/2022
Item Description: Consideration to accept a HMGP Award

Summary Recommendation: Staff recommends approving to accept a Hazard Mitigation Grant Program Award from GEMA/FEMA to update the Effingham County Joint Hazard Mitigation Plan.

Executive Summary/Background: In order to remain eligible for grants and disaster reimbursement from FEMA, each County, to include its municipalities, are required to maintain an up to date Hazard Mitigation Plan.

While most plans are written and updated by staff, due to the complexities and requirements placed upon the Hazard Mitigation Plan, FEMA and GEMA award each county with funding, every 5 years, to have a plan writer facilitate update meetings and plan construction.

As Effingham County’s current plan was approved in 2017 and is effective through 2022, it is time to update the plan.

The overall grant total is $26,000, with a local match of $6,500, which will be accomplished via labor costs of several staff and local community partners to update the plan.

Options/Alternatives for Commission to Consider:

Recommended: Staff recommends approving the HMGP funding.

Other Alternative(s): Deny

Department Review: EMA, Finance

Funding Source: Local Labor Match of $6,500

Attachments: GEMA Hazard Mitigation Grant Program Award Document
December 9, 2021

Honorable Wesley Corbitt
Chairman
Effingham County Board of Commissioners
601 North Laurel Street
Springfield, Georgia 31329

Dear Commissioner Corbitt,

On behalf of Governor Brian 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. The grant will be used to update the Effingham County Multi-Jurisdictional Hazard Mitigation Plan to meet the federal requirements of the Disaster Mitigation Act of 2000. The total approved cost is $26,000 with a federal share of $19,500 and a local share of $6,500.

These funds are subject to the execution of the enclosed Recipient-Subrecipient Agreement. Please keep in mind that your current Hazard Mitigation Plan will expire on October 28, 2023. The end date of this grant is March 31, 2023. In order to keep your current plan active and meet the end date of this grant, please submit an initial draft to your assigned Hazard Mitigation Planner at least six (6) months prior to the earliest of either the plan expiration date or the grant end date.

Please sign and return both copies of the 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 Alan Sloan, Hazard Mitigation Planning Supervisor, at (229) 276-2773.

Sincerely,

Valerie Grooms for,
James C. Stallings

sm/as
Enclosures
cc: Clint Hodges, Director
    Effingham County Emergency Management Agency
    Kristen Higgs, Area Coordinator
    Georgia Emergency Management and Homeland Security Agency
HAZARD MITIGATION GRANT PROGRAM
Recipient-Subrecipient Agreement

On October 14, 2018, the President declared that a major disaster exists in the State of Georgia. This declaration was based on damage resulting from Hurricane Michael. This document is the Recipient-Subrecipient Hazard Mitigation Assistance Agreement for the major disaster, designated FEMA-4400-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 2 CFR Part 200, 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 Mr. James Stallings, Governor’s Authorized Representative. The Subrecipient to this Agreement is Effingham County. The interests and responsibilities of the Subrecipient will be executed by Effingham County’s agent, the Subrecipient’s Authorized Representative.

1. The following Exhibits are attached and made a part of this agreement:
   
   Exhibit "A": Application for Federal Assistance, Standard Form 424
   Exhibit "B": Assurances-Non-Construction Programs, Standard Form 424B
   Exhibit “C”: Hazard Mitigation Grant Program Project Administration Guidelines: Financial Assistance
   Exhibit “D”: Certification Regarding Drug-Free Workplace Requirements
   Exhibit “E”: Certification Regarding Lobbying
   Exhibit “F”: Scope of Work
   Exhibit “G”: HMGP Progress Payment Request 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 75 percent federal cost share basis for the hazard mitigation project(s) described in Exhibits "A" and "F". The Subrecipient shall be responsible for the remaining 25 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 planning project contained in this agreement will be completed by Effingham County on or before March 31, 2023. 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 Effingham 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
EXHIBIT "A"
APPLICATION FOR FEDERAL ASSISTANCE

INSERT CURRENT
APPLICATION FOR FEDERAL ASSISTANCE
**Application for Federal Assistance SF-424**

<table>
<thead>
<tr>
<th>* 1. Type of Submission:</th>
<th>* 2. Type of Application:</th>
<th>* If Revision, select appropriate letter(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑ Application</td>
<td>☑ New</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>* 3. Date Received:</th>
<th>4. Applicant Identifier:</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/24/2021</td>
<td>FSS S48</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5a. Federal Entity Identifier:</th>
<th>5b. Federal Award Identifier:</th>
</tr>
</thead>
<tbody>
<tr>
<td>HMGP 4400-0055</td>
<td>HMGP 4400-0055</td>
</tr>
</tbody>
</table>

**State Use Only:**

<table>
<thead>
<tr>
<th>6. Date Received by State:</th>
<th>7. State Application Identifier:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FSS S48</td>
</tr>
</tbody>
</table>

**8. APPLICANT INFORMATION:**

<table>
<thead>
<tr>
<th>* a. Legal Name:</th>
<th>* c. Organizational DUNS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effingham County</td>
<td>0781168520000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>* b. Employer/Taxpayer Identification Number (EIN/TIN):</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>58-6000821</td>
<td></td>
</tr>
</tbody>
</table>

**d. Address:**

<table>
<thead>
<tr>
<th>* Street1:</th>
<th>* City:</th>
</tr>
</thead>
<tbody>
<tr>
<td>601 North Laurel Street</td>
<td>Springfield</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**e. Organizational Unit:**

<table>
<thead>
<tr>
<th>Department Name:</th>
<th>Division Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**f. Name and contact information of person to be contacted on matters involving this application:**

<table>
<thead>
<tr>
<th>Prefix:</th>
<th>* First Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Clint</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Middle Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>* Last Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Hodges</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Suffix:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Title: EMA Director</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Organizational Affiliation:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>* Telephone Number:</th>
<th>Fax Number:</th>
</tr>
</thead>
<tbody>
<tr>
<td>912-754-8200</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>* Email: <a href="mailto:chodges@EffinghamCounty.org">chodges@EffinghamCounty.org</a></th>
<th></th>
</tr>
</thead>
</table>
### Application for Federal Assistance SF-424

**9. Type of Applicant 1: Select Applicant Type:**
- County Government

**Type of Applicant 2: Select Applicant Type:**

**Type of Applicant 3: Select Applicant Type:**

**Other (specify):**

**10. Name of Federal Agency:**
- Federal Emergency Management Agency

**11. Catalog of Federal Domestic Assistance Number:**
- 97.039

**CFDA Title:**
- Hazard Mitigation Grant Program

**12. Funding Opportunity Number:**
- 44300

**Title:**
- Hazard Mitigation Grant Program

**13. Competition Identification Number:**

**Title:**

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

**15. Descriptive Title of Applicant's Project:**
- Hazard Mitigation Plan Update

Attach supporting documents as specified in agency instructions.
16. Congressional Districts Of:
   * a. Applicant: 1, 12
   * b. Program/Project: 1, 12

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
   * a. Start Date: 07/16/2021
   * b. End Date: 03/31/2023

18. Estimated Funding ($):
   * a. Federal: 19,500.00
   * b. Applicant: 6,500.00
   * c. State: 0.00
   * d. Local: 0.00
   * e. Other: 0.00
   * f. Program Income: 0.00
   * g. TOTAL: 26,000.00

19. Is Application Subject to Review By State Under Executive Order 12372 Process?
   - [ ] a. This application was made available to the State under the Executive Order 12372 Process for review on __________.
   - [x] b. Program is subject to E.O. 12372 but has not been selected by the State for review.
   - [ ] c. Program is not covered by E.O. 12372.

*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)
   - [ ] Yes
   - [ ] No

If "Yes", provide explanation and attach

21. "By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)
   - [x] ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: __________
Middle Name: __________
* Last Name: Corbitt
Suffix: __________
* Title: Chairman, Effingham Co Board of Commissioners
* Telephone Number: 912-667-1619
Fax Number: __________
* Email: wcorbitt@effinghamcounty.org

* Signature of Authorized Representative: __________________________
* Date Signed: __________
EXHIBIT "B"
ASSURANCES – NON-CONSTRUCTION PROGRAMS

INSERT CURRENT ASSURANCES NON-CONSTRUCTION PROGRAMS
ASSURANCES - NON-CONSTRUCTION PROGRAMS

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 (0348-0040), 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 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 cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. 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.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4726-4763) relating to prescribed standards for 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).

6. Will comply with all Federal statutes relating to nondiscrimination. 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 handicap; (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 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.

7. 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 or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with 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.

10. Will comply, if applicable, 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.

11. 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 178(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).


14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. 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.

17. 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."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

19. 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.
EXHIBIT “C”
GEORGIA EMERGENCY MANAGEMENT AGENCY/HOMELAND SECURITY
Hazard Mitigation Grant Program
Project Administration Guidelines: Financial Assistance
4400-0055

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-4400-0055 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 75% federal, and 25% 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.

   B. Procurement
A. Perform procurement transactions in a manner providing full and open competition

B. 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:

c. 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.

d. 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

e. 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

f. Competitive proposals: a method similar to sealed bid procurement in which contracts are awarded on the basis of contractor qualifications instead of on price

g. 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 subrecipients’ 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 “G”) and provide supporting documentation, such as an invoice and copies of check.
a. The first expenditure report is due by March 4, 2022, which is within 12 months of the FEMA award date. Subsequent expenditure reports are due annually or more frequently as needed.

2) The Mitigation Planning 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 less final 10%, which will be withheld pending final project completion.

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 F) 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 31, 2023 and has been established based on project milestones established by the applicant in their grant 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 sub-recipient 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 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. Equipment/Supplies

A. The Subrecipient must comply with the regulations listed in 2 CFR 200.313 Equipment and 2 CFR 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.

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 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 December 31, 2021. It must be submitted no later than January 15, 2022.

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 Mitigation Planning Specialist in writing to request project closeout.

B. A desk review will be conducted by your Mitigation Planning Specialist.

Audits

A. 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 Hazard Mitigation Division at (404) 635-7522 or 1-800-TRY-GEMA.
EXHIBIT “D”
Certification Regarding Drug Free Workplace Requirements

This certification is required by the regulations implementing Executive Order 12549, 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. § 791 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 “E”

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 Authorized Representative

Date

Recipient-Subrecipient Agreement – Non Construction -14-
EXHIBIT “F”

PROJECT SCOPE

Shown below is the funding level and scope of work for the Hazard Mitigation Program project for Effingham 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.

<table>
<thead>
<tr>
<th>Materials</th>
<th>Equipment</th>
<th>Labor</th>
<th>Fees/Contractor</th>
<th>TOTAL COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0.00</td>
<td>$0.00</td>
<td>$6,500</td>
<td>$19,500</td>
<td>$26,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Federal Share</th>
<th>Local Share</th>
<th>TOTAL COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>$19,500</td>
<td>$6,500</td>
<td>$26,000</td>
</tr>
</tbody>
</table>

Subrecipient Management Cost

$1,700

**Condition:**

Effingham County and participating municipalities will update their multi-jurisdictional Hazard Mitigation Plan to meet DMA2K five year update requirements of FEMA. The planning process implemented through this grant must comply with the Local Hazard Mitigation Planning requirements contained in 44 CFR 201. A complete draft plan document must be submitted to the State and our office for review and comment at least 6 months prior to completion of the grant such that any necessary revisions may be made prior to adoption and within the period of performance. The final plan documents must be submitted for review and approval prior to the end of the period of performance of the grant, and FEMA approval must be obtained prior to the grant closeout. The plan must be adopted by the governing body of all participating jurisdictions within 6 months of the initial FEMA final approval, in order for participants to obtain eligibility for application to the State for FEMA mitigation grant programs. Effingham County will follow and adhere to all sections of the Scope of work (See Below), and Milestones listed in the associated grant application. Effingham County will include all HAZUS Level II analysis provided by GEMA/HS in their risk assessment and utilize the information to update their goals, objectives and actions steps.

The budget includes Subrecipient Management Costs to cover grant administration costs, including completion of this agreement and submission of quarterly reports and reimbursement requests. The allowed costs are up to 5% of the budgeted project costs, or the final actual project costs, whichever amount is less.
Scope of Work

The County will update its existing Multi-jurisdictional Pre-disaster Mitigation Plan according to the requirements of the Disaster Mitigation Act of 2000. This Scope of Work was designed in conformance to FEMA Plan Guidance requirements.

The County agrees to have representatives attend and participate in all GEMA/HS and local level mitigation planning meetings and workshops. The County will coordinate as needed with the GEMA/HS representative to utilize the tools necessary and to ensure that the plan meets the most current Federal regulations. Each county will be required to complete the following: Critical Facility Inventory and basic mapping will be established in the Georgia Mitigation Information System, including running reports by jurisdiction for each identified hazard; GEMA/HS Worksheets 3A for each participating jurisdiction for each identified hazard; high level detail for all mitigation action steps as required by FEMA and GEMA/HS; ensure all “recommended revisions” from their previous FEMA Plan review are addressed in the plan update.

Additionally, the County will ensure the plan update is consistent with the most current requirements from FEMA, including:

- Identify all changes to the plan within each section
- Update the Planning Process
  - List jurisdictions participating in the plan that seek approval.
  - Describe the process used to review and analyze each section of plan, as well as process used to determine if a section warranted an update.
- Improve the risk assessment
  - Discuss new occurrences of hazard events and update the probability of future occurrences.
  - Incorporate new information where data deficiencies were identified in the previous plan, or if the data deficiencies remain unresolved, explain why they remain unresolved and include a schedule to resolve the issue.
  - Include current inventory of existing and proposed buildings, infrastructure, and critical facilities in hazard areas, including existing NFIP repetitive loss structures. The community will determine how far into the future they wish to go in considering proposed buildings and Critical Facilities based on and timed with data gathering phase of their comprehensive plan or land use plan update.
  - The loss estimate should be updated to reflect any changes to the hazard profile and/or the inventory of structures. Any changes to analysis methodologies must be noted. Any previously noted data deficiencies should be updated or explained.
- Include a general overview of land uses and types of development occurring within the community and highlight any new and/or relevant information.
- If there are changes in the risk assessment or the vulnerability of the community to the hazards, the information must be attributed to the appropriate jurisdiction(s) or to the whole planning area, whichever applies.
- Continue to use all available tool sets and data as the GMIS is enhanced (for example: repetitive losses…)
- Analyze, update, and continue development of Goals, Objectives, and Action Steps
  - Use this update as an opportunity for jurisdictions to reconsider the goals and objectives. For goals and actions that remain, the plan must document that they were re-evaluated and deemed valid and effective.
  - Goals and objectives shall include the community’s strategy for new or continued NFIP participation. Continue to use the “STAPLE Criteria” (Social, Technical, Administrative, Political, Legal, Economic, and Environmental), or incorporate the STAPLE Criteria if not previously used to assess the value of and develop an understanding of the cost effectiveness of mitigation action steps. If actions remain unchanged, the updated plan must indicate why changes are not necessary.
  - Shall include evaluation and prioritization for any new mitigation action steps.
- Update the Plan Maintenance and Implementation
  - Must include an analysis of whether previously approved plan’s method and schedule for monitoring, evaluating, and updating plan worked, and what elements or processes, if any, were changed; and discuss method and schedule to be used over next five years.
  - Describe other planning mechanisms or ordinances that this plan will be incorporated into, such as Comprehensive Plans.
- Information Dissemination
  - Describe how community was kept involved during plan maintenance process over previous five years, within planning process section of plan update.
  - Plan maintenance section shall describe how community will involve public during plan maintenance process over next five years.
- Adoption and Review
  - The plan will be submitted for State review and recommendation prior to adoption.
  - Upon recommendation from GEMA/HS, the county and participating municipalities will adopt the plan.
  - The adopted plan will be submitted for FEMA review and approval.
EXHIBIT “G”

Date: ______________

Effingham County HMGPP Progress Payment Request

Instructions: All requests for progress payments must be supported by documentation supporting actual expenditures. Itemize each expenditure below to the fullest detail possible, including a reference to specific sites or elements of work. Attach documentation that supports this progress payment request, such as copies of bills of sale, invoices, receipts, and checks evidencing payment. Do not send originals. Attach a continuation sheet if necessary.

<table>
<thead>
<tr>
<th>Site Reference or Element of Work</th>
<th>Approved Amount</th>
<th>Previous Payment</th>
<th>Current Request</th>
<th>Description of Documentation Attached in Support of this Payment Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fees / Contractor</td>
<td>$19,500</td>
<td></td>
<td></td>
<td>Invoice Proof of payment (Check, purchase order, etc.)</td>
</tr>
<tr>
<td>Labor</td>
<td>$6,500</td>
<td></td>
<td></td>
<td>Labor Expense Sheet</td>
</tr>
<tr>
<td>Materials</td>
<td>$0,000</td>
<td></td>
<td></td>
<td>Invoice and Proof of Payment</td>
</tr>
<tr>
<td>Equipment</td>
<td>$0</td>
<td></td>
<td></td>
<td>Invoice and Proof of Payment</td>
</tr>
</tbody>
</table>

(from continuation sheet attached) SUBTOTAL

TOTAL

Less Subrecipient Share (25%)

NET AMOUNT REQUESTED

Under penalty of perjury, I certify that to the best of my knowledge the data above is correct and that all outlays were made in accordance with the grant conditions, comply with procurement regulations contained within the 2 CFR, Part 200, and that payment is due and has not been previously requested. I am familiar with Section 317 of Public Law 93-288, as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

__________________________
Signature of Subrecipient’s Authorized Representative (and printed name)
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.

Sub-award Number: 4400 F55 S48

Federal Agency Name: Federal Emergency Management Agency

CFDA Program Number and Program Title: 97.039 Hazard Mitigation Grant Program (HMGP)

Sub-award Project Description: Multi-Jurisdictional Hazard Mitigation Plan

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 No, continue to question 10. If Yes, questionnaire is complete.
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 Agency/Homeland Security 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: ________________________________
HAZARD MITIGATION GRANT PROGRAM
Recipient-Subrecipient Agreement

On October 14, 2018, the President declared that a major disaster exists in the State of Georgia. This declaration was based on damage resulting from Hurricane Michael. This document is the Recipient-Subrecipient Hazard Mitigation Assistance Agreement for the major disaster, designated FEMA-4400-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 2 CFR Part 200, 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 Mr. James Stallings, Governor's Authorized Representative. The Subrecipient to this Agreement is Effingham County. The interests and responsibilities of the Subrecipient will be executed by Effingham County’s agent, the Subrecipient’s Authorized Representative.

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

   Exhibit "A": Application for Federal Assistance, Standard Form 424
   Exhibit "B": Assurances-Non-Construction Programs, Standard Form 424B
   Exhibit "C": Hazard Mitigation Grant Program Project Administration Guidelines: Financial Assistance
   Exhibit "D": Certification Regarding Drug-Free Workplace Requirements
   Exhibit "E": Certification Regarding Lobbying
   Exhibit "F": Scope of Work
   Exhibit "G": HMGP Progress Payment Request 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 75 percent federal cost share basis for the hazard mitigation project(s) described in Exhibits "A" and "F". The Subrecipient shall be responsible for the remaining 25 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 planning project contained in this agreement will be completed by Effingham County on or before March 31, 2023. 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 Effingham 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
EXHIBIT "A"
APPLICATION FOR FEDERAL ASSISTANCE

INSERT CURRENT
APPLICATION FOR FEDERAL ASSISTANCE
Application for Federal Assistance SF-424

* 1. Type of Submission:  
   - ☐ Preapplication  
   - ☒ Application  
   - ☐ Continuation  
   - ☐ Changed/Corrected Application  

* 2. Type of Application:  
   - ☒ New  
   - ☐ Continuation  
   - ☐ Revision  
   - ☐ Other (Specify):  

* 3. Date Received: 05/24/2021  
4. Applicant Identifier: P55 S48

5a. Federal Entity Identifier: WKG 4400-0055  
5b. Federal Award Identifier: WKG 4400-0055

State Use Only:
6. Date Received by State:  
7. State Application Identifier: P55 S48

8. APPLICANT INFORMATION:

* a. Legal Name: Effingham County

* b. Employer/Taxpayer Identification Number (EIN/TIN): 58-6000821

* c. Organizational DUNS: 0781168520000

d. Address:

  * Street1: 601 North Laurel Street
  * Street2:  
  * City: Springfield
  * County/Parish:  
  * State: GA: Georgia
  * Province:  
  * Country: USA: UNITED STATES
  * Zip / Postal Code: 31329

e. Organizational Unit:

  Department Name:  
  Division Name:  

f. Name and contact information of person to be contacted on matters involving this application:

  Prefix:  
  * First Name: Clint
  Middle Name:  
  * Last Name: Rodgers
  Suffix:  
  Title: EMA Director

  Organizational Affiliation:  

  * Telephone Number: 912-754-8200
  Fax Number:  
  * Email: chodges@EffinghamCounty.org
# Application for Federal Assistance SF-424

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.</td>
<td>Type of Applicant 1: Select Applicant Type</td>
<td>B: County Government</td>
</tr>
<tr>
<td></td>
<td>Type of Applicant 2: Select Applicant Type</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Type of Applicant 3: Select Applicant Type</td>
<td></td>
</tr>
<tr>
<td></td>
<td>* Other (specify):</td>
<td></td>
</tr>
<tr>
<td>11.</td>
<td>Catalog of Federal Domestic Assistance Number</td>
<td>97.039</td>
</tr>
<tr>
<td></td>
<td>CFDA Title</td>
<td>Hazard Mitigation Grant Program</td>
</tr>
<tr>
<td></td>
<td>* Funding Opportunity Number</td>
<td>4400</td>
</tr>
<tr>
<td></td>
<td>* Title</td>
<td>Hazard Mitigation Grant Program</td>
</tr>
<tr>
<td>13.</td>
<td>Competition Identification Number</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Title</td>
<td></td>
</tr>
<tr>
<td>14.</td>
<td>Areas Affected by Project (Cities, Counties, States, etc.)</td>
<td>Add Attachment</td>
</tr>
<tr>
<td>15.</td>
<td>Descriptive Title of Applicant’s Project</td>
<td>Hazard Mitigation Plan Update</td>
</tr>
</tbody>
</table>

Attach supporting documents as specified in agency instructions:  
Add Attachments  | Delete Attachments  | View Attachments
Item XII. 4.

Application for Federal Assistance SF-424

16. Congressional Districts Of:
   * a. Applicant  1, 12
   * b. Program/Project  1, 12

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
   * a. Start Date: 07/16/2021
   * b. End Date: 03/31/2023

18. Estimated Funding ($) :
   * a. Federal 19,500.00
   * b. Applicant 6,500.00
   * c. State 0.00
   * d. Local 0.00
   * e. Other 0.00
   * f. Program Income 0.00
   * g. TOTAL 26,000.00

19. Is Application Subject to Review By State Under Executive Order 12372 Process?
   a. This application was made available to the State under the Executive Order 12372 Process for review on
   b. Program is subject to E.O. 12372 but has not been selected by the State for review.
   c. Program is not covered by E.O. 12372.

20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)
   [ ] Yes [ ] No
   If "Yes", provide explanation and attach

21. By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements
    herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to
    comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims
    may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)
    [ ] ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency
specific instructions.

Authorized Representative:

Prefix: ___________________  * First Name: Wesley
Middle Name: ___________________
* Last Name: Corbitt
Suffix: ___________________

* Title: Chairman, Effingham Co Board of Commissioners

* Telephone Number: 912-667-1619  Fax Number: ___________________
* Email: wcorbitt@effinghamcounty.org

* Signature of Authorized Representative: ___________________  * Date Signed: ___________________
EXHIBIT "B"
ASSURANCES – NON-CONSTRUCTION PROGRAMS

INSERT CURRENT
ASSURANCES NON-CONSTRUCTION PROGRAMS
ASSURANCES - NON-CONSTRUCTION PROGRAMS

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 (OIRA-0440), 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 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 cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. 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.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (29 U.S.C. §§4728-4763) relating to prescribed standards for 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).

6. Will comply with all Federal statutes relating to nondiscrimination. 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 handicap; (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 1963 (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.

7. 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 or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with 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.

10. Will comply, if applicable, 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.

11. 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 11908; (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).


14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. 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.

17. 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."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

19. 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

APPLICANT ORGANIZATION
Effingham County

TITLE
Chairman, Effingham Co Board of Commissioners

DATE SUBMITTED

Standard Form 424B (Rev. 7-97) Back
EXHIBIT “C”
GEORGIA EMERGENCY MANAGEMENT AGENCY/HOMELAND SECURITY
Hazard Mitigation Grant Program
Project Administration Guidelines: Financial Assistance
4400-0055

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-4400-0055 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 75% federal, and 25% 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.

   B. Procurement
A. Perform procurement transactions in a manner providing full and open competition

B. 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:

c. 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.

d. 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

e. 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

f. Competitive proposals: a method similar to sealed bid procurement in which contracts are awarded on the basis of contractor qualifications instead of on price

g. 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 subrecipients’ 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 “G”) and provide supporting documentation, such as an invoice and copies of check.
a. The first expenditure report is due by March 4, 2022, which is within 12 months of the FEMA award date. Subsequent expenditure reports are due annually or more frequently as needed.

2) The Mitigation Planning 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 less final 10%, which will be withheld pending final project completion.

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 F) 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 31, 2023 and has been established based on project milestones established by the applicant in their grant 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 sub-recipient 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 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. Equipment/Supplies

A. The Subrecipient must comply with the regulations listed in 2 CFR 200.313 Equipment and 2 CFR 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.

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 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 December 31, 2021. It must be submitted no later than January 15, 2022.

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 Mitigation Planning Specialist in writing to request project closeout.

B. A desk review will be conducted by your Mitigation Planning Specialist.

Audits

A. 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 Hazard Mitigation Division at (404) 635-7522 or 1-800-TRY-GEMA.
EXHIBIT "D"
Certification Regarding Drug Free Workplace Requirements

This certification is required by the regulations implementing Executive Order 12549, 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. § 791 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 “E”

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 Authorized Representative Date

Recipient-Subrecipient Agreement – Non Construction -14-
EXHIBIT “F”

PROJECT SCOPE

Shown below is the funding level and scope of work for the Hazard Mitigation Program project for Effingham 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.

<table>
<thead>
<tr>
<th>Materials</th>
<th>Equipment</th>
<th>Labor</th>
<th>Fees/Contractor</th>
<th>TOTAL COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0.00</td>
<td>$0.00</td>
<td>$6,500</td>
<td>$19,500</td>
<td>$26,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Federal Share</th>
<th>Local Share</th>
<th>TOTAL COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>$19,500</td>
<td>$6,500</td>
<td>$26,000</td>
</tr>
</tbody>
</table>

Subrecipient Management Cost

$1,700

Condition:
Effingham County and participating municipalities will update their multi-jurisdictional Hazard Mitigation Plan to meet DMA2K five year update requirements of FEMA. The planning process implemented through this grant must comply with the Local Hazard Mitigation Planning requirements contained in 44 CFR 201. A complete draft plan document must be submitted to the State and our office for review and comment at least 6 months prior to completion of the grant such that any necessary revisions may be made prior to adoption and within the period of performance. The final plan documents must be submitted for review and approval prior to the end of the period of performance of the grant, and FEMA approval must be obtained prior to the grant closeout. The plan must be adopted by the governing body of all participating jurisdictions within 6 months of the initial FEMA final approval, in order for participants to obtain eligibility for application to the State for FEMA mitigation grant programs. Effingham County will follow and adhere to all sections of the Scope of work (See Below), and Milestones listed in the associated grant application. Effingham County will include all HAZUS Level II analysis provided by GEMA/HS in their risk assessment and utilize the information to update their goals, objectives and actions steps.

The budget includes Subrecipient Management Costs to cover grant administration costs, including completion of this agreement and submission of quarterly reports and reimbursement requests. The allowed costs are up to 5% of the budgeted project costs, or the final actual project costs, whichever amount is less.
Scope of Work

The County will update its existing Multi-jurisdictional Pre-disaster Mitigation Plan according to the requirements of the Disaster Mitigation Act of 2000. This Scope of Work was designed in conformance to FEMA Plan Guidance requirements.

The County agrees to have representatives attend and participate in all GEMA/HS and local level mitigation planning meetings and workshops. The County will coordinate as needed with the GEMA/HS representative to utilize the tools necessary and to ensure that the plan meets the most current Federal regulations. Each county will be required to complete the following: Critical Facility Inventory and basic mapping will be established in the Georgia Mitigation Information System, including running reports by jurisdiction for each identified hazard; GEMA/HS Worksheets 3A for each participating jurisdiction for each identified hazard; high level detail for all mitigation action steps as required by FEMA and GEMA/HS; ensure all “recommended revisions” from their previous FEMA Plan review are addressed in the plan update.

Additionally, the County will ensure the plan update is consistent with the most current requirements from FEMA, including:

- Identify all changes to the plan within each section
- Update the Planning Process
  - List jurisdictions participating in the plan that seek approval.
  - Describe the process used to review and analyze each section of plan, as well as process used to determine if a section warranted an update.
- Improve the risk assessment
  - Address any newly identified hazards that pose a more significant threat than was apparent when previously approved plan was prepared.
  - Discuss new occurrences of hazard events and update the probability of future occurrences.
  - Incorporate new information where data deficiencies were identified in the previous plan, or if the data deficiencies remain unresolved, explain why they remain unresolved and include a schedule to resolve the issue.
  - Include current inventory of existing and proposed buildings, infrastructure, and critical facilities in hazard areas, including existing NFIP repetitive loss structures. The community will determine how far into the future they wish to go in considering proposed buildings and Critical Facilities based on and timed with data gathering phase of their comprehensive plan or land use plan update.
  - The loss estimate should be updated to reflect any changes to the hazard profile and/or the inventory of structures. Any changes to analysis methodologies must be noted. Any previously noted data deficiencies should be updated or explained.
  - Include a general overview of land uses and types of development occurring within the community and highlight any new and/or relevant information.
  - If there are changes in the risk assessment or the vulnerability of the community to the hazards, the information must be attributed to the appropriate jurisdiction(s) or to the whole planning area, whichever applies.
  - Continue to use all available tool sets and data as the GMIS is enhanced (for example: repetitive losses…)
- Analyze, update, and continue development of Goals, Objectives, and Action Steps
  - Use this update as an opportunity for jurisdictions to reconsider the goals and objectives. For goals and actions that remain, the plan must document that they were re-evaluated and deemed valid and effective.
  - Goals and objectives shall include the community’s strategy for new or continued NFIP participation. Continue to use the “STAPLEE Criteria” (Social, Technical, Administrative, Political, Legal, Economic, and Environmental), or incorporate the STAPLEE Criteria if not previously used to assess the value of and develop an understanding of the cost effectiveness of mitigation action steps. If actions remain unchanged, the updated plan must indicate why changes are not necessary.
  - Shall include evaluation and prioritization for any new mitigation action steps.
- Update the Plan Maintenance and Implementation
  - Must include an analysis of whether previously approved plan’s method and schedule for monitoring, evaluating, and updating plan worked, and what elements or processes, if any, were changed; and discuss method and schedule to be used over next five years.
  - Describe other planning mechanisms or ordinances that this plan will be incorporated into, such as Comprehensive Plans.
- Information Dissemination
  - Describe how community was kept involved during plan maintenance process over previous five years, within planning process section of plan update.
  - Plan maintenance section shall describe how community will involve public during plan maintenance process over next five years.
- Adoption and Review
  - The plan will be submitted for State review and recommendation prior to adoption.
  - Upon recommendation from GEMA/HS, the county and participating municipalities will adopt the plan.
  - The adopted plan will be submitted for FEMA review and approval.
EXHIBIT "G"

Date: ____________________

Effingham County HMGP Progress Payment Request

Instructions: All requests for progress payments must be supported by documentation supporting actual expenditures. Itemize each expenditure below to the fullest detail possible, including a reference to specific sites or elements of work. Attach documentation that supports this progress payment request, such as copies of bills of sale, invoices, receipts, and checks evidencing payment. Do not send originals. Attach a continuation sheet if necessary.

AGREEMENT NUMBER: _HMGP-4400-0055_  FEMA Project Number: _HMGP-4400-0055_

SUBRECIPIENT NAME: _Effingham County_  EMGrants ID. Number: _4400 F55 S48_

<table>
<thead>
<tr>
<th>Site Reference or Element of Work</th>
<th>Approved Amount</th>
<th>Previous Payment</th>
<th>Current Request</th>
<th>Description of Documentation Attached in Support of this Payment Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fees / Contractor</td>
<td>$19,500</td>
<td></td>
<td></td>
<td>Invoice&lt;br&gt;Proof of payment (Check, purchase order, etc.)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Labor</td>
<td>$6,500</td>
<td></td>
<td></td>
<td>Labor Expense Sheet</td>
</tr>
<tr>
<td>Materials</td>
<td>$0.00</td>
<td></td>
<td></td>
<td>Invoice and Proof of Payment</td>
</tr>
<tr>
<td>Equipment</td>
<td>$0.00</td>
<td></td>
<td></td>
<td>Invoice and Proof of Payment</td>
</tr>
</tbody>
</table>

(from continuation sheet attached) **SUBTOTAL**

**TOTAL**

Less Subrecipient Share (25%)

**NET AMOUNT REQUESTED**

Under penalty of perjury, I certify that to the best of my knowledge the data above is correct and that all outlays were made in accordance with the grant conditions, comply with procurement regulations contained within the 2 CFR, Part 200, and that payment is due and has not been previously requested. I am familiar with Section 317 of Public Law 93-288, as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

Signature of Subrecipient’s Authorized Representative (and printed name)
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.

Sub-award Number: 4400 F55 S48
Federal Agency Name: Federal Emergency Management Agency
CFDA Program Number and Program Title: 97.039 Hazard Mitigation Grant Program (HMGP)
Sub-award Project Description: Multi-Jurisdictional Hazard Mitigation Plan

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 No, continue to question 10. If Yes, questionnaire is complete.
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 Agency/Homeland Security 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: ___________________________________________
Staff Report

Subject: Approval of Quote from SealMaster for the purchase of an Aggregate Chip Spreader and Spray Bar for the Public Works Department

Author: Alison Bruton, Purchasing Agent

Department: Public Works

Meeting Date: January 18, 2022

Item Description: Approval of Quote from SealMaster for the purchase of an Aggregate Chip Spreader and Spray Bar

Summary Recommendation: Staff recommends approval of the quote from SealMaster for the Aggregate Chip Spreader and additional attachments for the total price of $30,103.73.

Executive Summary/Background:
- The aggregate chip spreader the County currently owns is no longer operational. Public Works has been making repairs to the machine as much as possible, but a majority of the parts need to be replaced in order to continue operations. To rebuild the current machine would cost approximately $12,000.
- Staff posted an RFQ on December 8, 2021 requesting quotes for a new aggregate chip spreader with additional attachments, with a bid opening scheduled for January 5, 2022. 20 vendors were contacted through the County website and Vendor Registry, and 93 vendors were contacted through the GaDOAS website. No submittals were received through the RFQ process.
- The current chip spreader was purchased from SealMaster. The sales representative staff contacted regarding this RFQ is no longer with the company, so they didn’t see the information until the RFQ deadline had passed. They did submit a quote in the amount of $30,103.73.
- This machine is utilized by Public Works for ash road repairs. There is a long list of roads needing repairs that would be cost prohibitive to contract out.

Alternatives for Commission to Consider
1. Approval of Quote from SealMaster for the purchase of an Aggregate Chip Spreader and additional attachments in the amount of $30,103.73
2. Take no action

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Finance, Purchasing, Public Works (EOM staff)

Funding Source: SPLOST, a budget amendment may be necessary later in fiscal year

Attachments:
1. PO 22-25-005 for the Aggregate Chip Spreader and attachments
### PURCHASE ORDER

**Effingham County Board of Commissioners**

804 S LAUREL STREET  
SPRINGFIELD, GA 31329  
Phone: 912-754-2159  
Fax: 912-754-8413  

**REQUISITIONER**  
ECBOC  

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>UNIT PRICE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10' Chip Spreader Box</td>
<td>1</td>
<td>$26,324.22</td>
<td>$26,324.22</td>
</tr>
<tr>
<td></td>
<td>Chip Spreader Operator Platform</td>
<td>1</td>
<td>$1,499.51</td>
<td>$1,499.51</td>
</tr>
<tr>
<td></td>
<td>12&quot; Block Off Plates</td>
<td>1</td>
<td>$150.00</td>
<td>$150.00</td>
</tr>
<tr>
<td></td>
<td>24&quot; Block Off Plates</td>
<td>2</td>
<td>$165.00</td>
<td>$330.00</td>
</tr>
<tr>
<td></td>
<td>Freight</td>
<td>1</td>
<td>$1,800.00</td>
<td>$1,800.00</td>
</tr>
</tbody>
</table>

**TAX RATE**  
30%  

**OTHER COMMENTS OR SPECIAL INSTRUCTIONS**  
ECBOC is a tax exempt entity. Tax ID# is 58-6000821  

SealMaster/GemSeal agrees to furnish one (1) aggregate chip spreader and attachments as described in the County’s RFQ 22-25-005 and related addendums. The County references the terms, conditions and specifications contained in the County’s RFQ 22-25-005 and related addendums as superseding any and all other contracts, Purchase Orders or Agreements.

---

**SealMaster/GemSeal - SIGNATURE**  
**TITLE**  

**SealMaster/GemSeal - PRINT NAME**  
**DATE**  

**AUTHORIZED BY - SIGNATURE**  
**AUTHORIZED BY - TITLE**  

**CHAIRMAN**  
**AUTHORIZED BY - PRINT NAME**  
**AUTHORIZED DATE**
**TAX EXEMPT QUOTE**

---

**SealMaster/GemSeal**

Your one stop shop

535 Frederick Court SouthWest  
Atlanta, Ga 30336  
Atlanta:(404)505-8888  
Expiration: 30 Days  
Cellphone: (334)235-1785  
Birmingham: (205)591-9779  
Joseph@sealmasteralabama.com

---

**TO:**  
EFFINGHAM COUNTY PUBLIC WORKS  
ATTN:  
CLYDE DYSON  
TITLE:  
DIRECTOR OF FIELD OPERATIONS  
CELL:  
1-912-445--1890  
OFFICE:  
EMAIL:  
abruton@effinghamcounty.org  
EMAIL:  
cdyson@eomworx.com

---

**SALESPERSON** | **JOB** | **SHIPPING METHOD** | **SHIPPING TERMS** | **PAYMENT TERMS** | **DUE DATE**
---|---|---|---|---|---
Joseph | GOVERNMENT | LTL | FOB Atlanta | NET 30 DAYS | 

---

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>DISCOUNT</th>
<th>LINE TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.00</td>
<td>E2330</td>
<td>10' CHIP SPREADER BOX</td>
<td>$26,324.22</td>
<td>$26,324.22</td>
<td></td>
</tr>
<tr>
<td>1.00</td>
<td>PE2380</td>
<td>CHIP SPREADER OPERATOR PLATFORM</td>
<td>1,499.51</td>
<td>1,499.51</td>
<td></td>
</tr>
<tr>
<td>1.00</td>
<td>PE2470</td>
<td>12&quot; BLOCK OFF PLATES</td>
<td>150.00</td>
<td>150.00</td>
<td></td>
</tr>
<tr>
<td>2.00</td>
<td>PE2480</td>
<td>24&quot; BLOCK OFF PLATES</td>
<td>165.00</td>
<td>330.00</td>
<td></td>
</tr>
<tr>
<td>1.00</td>
<td>3180</td>
<td>FREIGHT</td>
<td>1,800.00</td>
<td>1,800.00</td>
<td></td>
</tr>
</tbody>
</table>

---

**THIS CUSTOMER IS TAX EXEMPT. (IF NOT ON FILE PLEASE PROVIDE BELOW)**  
TOTAL DISCOUNT  
MUST PROVIDE COPY OF TAX EXEMPT FORM WHEN RETURNING MUNICIPALITY FORM  
MUST FILL OUT SINGLE PAGE MUNICIPALITY FORM AND RETURN TO EMAIL LISTED ABOVE.

---

**Quotation prepared by:** Joseph Moore

This is a quotation on the goods named, subject to the conditions noted below:

To accept this quotation, sign here and return: ____________________________

THANK YOU FOR YOUR BUSINESS!
Staff Report

Subject: Approval of Change Order 1 for Marsh Construction for the Civil/Site Work of Fire Station #15 located on Hodgeville Road

Author: Alison Bruton, Purchasing Agent

Department: Fire Department

Meeting Date: January 4, 2022

Item Description: Approval of Change Order 1 for Marsh Construction

Summary Recommendation: Staff recommends approval of Change Order 1 for Marsh Construction to allow for a time extension of 198 days, bringing the construction end date to July 15, 2022.

Executive Summary/Background:

- Marsh Construction has requested a time extension be granted for the civil/site work for Fire Station #15 on Hodgeville Road due to delays resulting from adverse weather conditions, delays, and circumstances due to the COVID-19 pandemic and scheduling conflicts with Savannah Construction and Preservation regarding the construction of the building.
- This extension will begin December 30, 2021 and continue through July 15, 2022.
- This request has been reviewed by staff and DPR Architecture.

Alternatives for Commission to Consider

1. Approval of Change Order 1 for Marsh Construction allowing for a time extension of 198 days for the Civil/Site Work of Fire Station #15 on Hodgeville Road
2. Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Asst. County Manager, Project Manager, Purchasing

Funding Source: NA

Attachments:

1. Change Order 1 for Marsh Construction
2. Time extension request from Marsh Construction
Change Order # 1

Project: ITB 21-55-001A - Civil/Site Work for Hodgeville Fire Station #15

Contract Date: October 6, 2020

Change Order Effective Date: December 29, 2021

Change Order Issued to: Marsh Construction
PO Box 372
Statesboro, Georgia 30459

You are directed to make the following changes to this Contract.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION</th>
<th>UNIT</th>
<th>BID QTY</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Time Extension</td>
<td>days</td>
<td>198</td>
<td>NA</td>
<td>198</td>
</tr>
</tbody>
</table>

The original Contract Sum was..........................................................$ 215,097.34
Net change by previously authorized Change Orders...............................$ 0.00
The Contract Sum prior to this Change Order was.................................$ 215,097.34
The Contract Sum will be increased by this Change Order......................$ 0.00
The new Contract Sum including this Change Order will be.....................$ 215,097.34
The Contract Time will be increased by 198 days
The Date allowed for completion is therefore **July 15, 2022**

Owner
Effingham County Board of Commissioners
804 S. Laurel Street
Springfield, GA 31329

Contractor
Marsh Construction
PO Box 372
Statesboro, GA 30459

By: ________________________________ By: ________________________________

Date: ______________________________ Date: ______________________________
Good afternoon,
This letter is to formally request an extension of time as the County deems acceptable on the project known as; “ITB No. 21-55-001A A NEW FIRE STATION No 15 CIVIL/SITE WORK HODGEVILLE ROAD”, contracted between Effingham County and Marsh Construction Services, LLC,

The request is being made to delays resulting from adverse weather conditions, delays, and circumstances due to The COVID-19 Pandemic and the schedule of the Contractor erecting the Fire House structure.

Please let me know what is deemed an acceptable duration for the time extension. I want to thank you for your time and consideration. Please contact me if you have any questions or concerns.

Respectfully,

Jason R. Dunn

Jason R. Dunn
Staff Report

Subject: Approval of Change Order 1 for Savannah Construction and Preservation, LLC for the construction of Fire Station #15 located on Hodgeville Road

Author: Alison Bruton, Purchasing Agent

Department: Fire Department

Meeting Date: January 4, 2022

Item Description: Approval of Change Order 1 for Savannah Construction and Preservation, LLC

Summary Recommendation: Staff recommends approval of Change Order 1 for Savannah Construction and Preservation, LLC to allow for a time extension of 198 days, bringing the construction end date to July 15, 2022.

Executive Summary/Background:

- Savannah Construction and Preservation, LLC has requested a time extension be granted for the construction of Fire Station #15 on Hodgeville Road due to delays resulting from the COVID-19 pandemic causing a shortage of materials, bringing production, and scheduling conflicts with Marsh Construction regarding the civil/site work on the site.
- This extension will begin December 30, 2021 and continue through July 15, 2022.
- This request has been reviewed by County staff and DPR Architecture.

Alternatives for Commission to Consider

1. Approval of Change Order 1 for Savannah Construction and Preservation, LLC allowing for a time extension of 198 days for the construction of Fire Station #15 on Hodgeville Road
2. Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Asst. County Manager, Project Manager, Purchasing

Funding Source: NA

Attachments:

1. Change Order 1 for Savannah Construction and Preservation, LLC
2. Time extension request from Savannah Construction and Preservation, LLC
Change Order # 1

Project: ITB 21-55-001B – Construction of Hodgeville Fire Station #15

Contract Date: October 6, 2020

Change Order Effective Date: December 29, 2021

Change Order Issued to: Savannah Construction and Preservation, LLC
200 Blue Fin Circle, Suite 3
Savannah, GA 31410

You are directed to make the following changes to this Contract.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION</th>
<th>UNIT S</th>
<th>BID QTY</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Time Extension</td>
<td>days</td>
<td>198</td>
<td>NA</td>
<td>198</td>
</tr>
</tbody>
</table>

The original Contract Sum was..........................................................$ 472,019.00
Net change by previously authorized Change Orders..........................$ 0.00
The Contract Sum prior to this Change Order was...............................$ 472,019.00
The Contract Sum will be increased by this Change Order....................$ 0.00
The new Contract Sum including this Change Order will be....................$ 472,019.00
The Contract Time will be increased by 198 days
The Date allowed for completion is therefore July 15, 2022

Owner
Effingham County Board of Commissioners
804 S. Laurel Street
Springfield, GA 31329

Contractor
Savannah Construction and Preservation, LLC
200 Blue Fin Circle, Suite 3
Savannah, GA 31410

By: _______________________________ By: _______________________________
Date: ___________________________ Date: ___________________________
Project: EFFINGHAM FIRE STATION #15, HODGEVILLE ROAD, SPRINGFIELD, GEORGIA
SC&P Explanation of requested Change Order 1

Frank,

Unfortunately due to circumstances far beyond our control we have been notified by our metal building supplier that we have incurred a delay of the Metal Building for the Fire Station #15. We originally signed the contract with the vendor and paid the required deposit, which ensure the building by the end of April or early May. However, as of late last week we received news from our vendor that now due to Covid-19 there is a shortage of materials currently being produced. To exacerbate these issues the Metal Building Manufacturer is located in Texas causing further delays. Because of these reasons the building manufacturer has requested a change order for the change in price due to these shortages and delays. Both the price has increased and the time to receive the building has been extended. The new projected timeline for the metal building is now end of June or first of July. These building delays have now also caused an equipment conflict necessary for the building erection, which is also accommodated for in the current change order request.

We would respectfully like to request a change order to accommodate for the unforeseen issues surrounding the metal building, which is directly related to our current economy and market trends and completely out of our control.

Eric Davenport
CFO | Sr. Project Manager | Estimator
Savannah Construction & Preservation, LLC.
200 Blue Fin Circle, Suite 3, Savannah, GA 31410
C: 912-373-8734 | eric@savannah-construction.com
Staff Report

Subject: Final Plat Approval
Author: Teresa Concannon, AICP, Planning & Zoning Manager
Department: Development Services
Meeting Date: January 18, 2022
Item Description: Toss Allen, for Pine Hill Group, LLC, requests approval of the final plat for Rain Dance, ph 2.

Summary Recommendation:
Staff have reviewed the final plat, and inspected the roads and stormwater infrastructure identified in the warranty deed, and recommend approval.

Executive Summary/Background:
- Pine Hill Group, LLC’s contractors have built roads and stormwater infrastructure for phase 2. In order to sell the 40 lots of phase 2 for home construction, the final plat must be approved, and the roads and stormwater infrastructure accepted by the Board of Commissioners.
- Water and sewer is provided by the City of Springfield. An infrastructure agreement that confirms City of Springfield ownership of the water and sewer infrastructure that is located in the right of way is included in this final plat approval.
- EOM inspected the right of way and stormwater infrastructure of phase 2, and recommend approval.
- Development Services staff reviewed the final plat and checklist. All documents are in order, and consistent with zoning, plans, and plats approved previously.
- The County Engineer reviewed the bond recommendation, and approved the bond for $34,544.20, which is 10% of the total cost of drainage and paving in phase 2. The applicant has submitted an infrastructure bond to the City of Springfield.
- The County Attorney reviewed and approved the warranty deed, infrastructure agreement, and utility easement agreement. The utility easement agreement is between the developer and the city, and is referenced in the Warranty Deed.

Alternatives for Commission to Consider
1 - Approve the final plat and infrastructure agreement for Rain Dance ph 2, and accept the roads and stormwater infrastructure identified in the warranty deed
2 – Take no action

Recommended Alternative: Alternative 1

Other Alternatives: N/A

Department Review: Development Services; EOM; County Attorney

Funding Source: No new funding requested.

Attachments:
1. Final Plat for Rain Dance, Ph 2
2. Final Plat Submittal Form & Checklist
3. Warranty Deed
4. Bond
5. Infrastructure Agreement
EFFINGHAM COUNTY
FINAL PLAT SUBMITTAL FORM

OFFICIAL USE ONLY
Date Received: __________________ Project Number: __________________
Date Reviewed: __________________ Reviewed by: __________________

Name of Subdivision  Rain Dance Phase 2

Name of Applicant/Agent  Toss Allen  Phone  (912) 667-2667
Company Name  Allen Engineering Services
Address  P.O. Box 1749 Rincon, GA 31326

Owner of Record*  Pine Hill Group, LLC  Phone  (912) 348-4525
Address  122 Canal Street, Suite 108  Pooler, GA 31322

Engineer*  Allen Engineering Services  Phone  (912) 667-2667
Address  P.O. Box 1749  Rincon, GA 31326

Surveyor*  Atlas Surveying, Inc.  Phone  (843) 645-9277
Address  49 Brown's Cove Road, Suite #5  Ridgeland, SC 29936

*Information may be left blank if it is the same as indicated on the sketch plan submittal form

Total acreage subdivided  52.74  Zoning  R-6  Number of Lots  40

Date of sketch plan approval  09/17/2019  Date of preliminary plan approval  12/31/2019
Map#/Parcel# to be subdivided  445-26  List all contiguous holdings in the same ownership:
Map#/Parcel#

Water supply  City of Springfield
Sewer supply  City of Springfield

Have any changes been made since this Subdivision was last before the County Commission?  No
If so, please describe:

The undersigned (applicant) (owner), hereby acknowledges that the information contained herein is true and complete to the best of its knowledge.

This  4th  day of November  2021  ____________________________
Notary  ____________________________
Applicant  ____________________________
Owner  ____________________________

Page 1 of 3  10/01/2020
OFFICIAL USE ONLY

Subdivision Name: ___________________________ Project Number: ___________________________
Date Received: __________ Date Reviewed: __________ Reviewed by: __________

The following checklist is designed to inform applicants as to what is required in preparing final plats for review by Effingham County. The Final Plat must be drawn in ink by a Georgia Registered Land Surveyor on Mylar, and four (4) paper copies must be included. The Final Plat must have all necessary signatures before consideration by the Board of Commissioners. After the Final Plat is approved, the County Clerk will record the Final Plat with Clerk of Superior Court of Effingham County.

<table>
<thead>
<tr>
<th>Office Use</th>
<th>Applicant Use</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project Information:</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>X 1. Graphic scale.</td>
</tr>
<tr>
<td></td>
<td>X 2. Lot areas in accordance with the applicable zoning regulation or preliminary plan for planned development.</td>
</tr>
<tr>
<td></td>
<td>X 3. North arrow.</td>
</tr>
<tr>
<td></td>
<td>X 4. Land reference point.</td>
</tr>
<tr>
<td></td>
<td>5. Point of beginning designated.</td>
</tr>
<tr>
<td></td>
<td>X 6. Date of preparation (under Surveyor’s signature).</td>
</tr>
<tr>
<td></td>
<td>X 7. Name of Subdivision.</td>
</tr>
<tr>
<td></td>
<td>X 8. Names of adjacent subdivisions and owners of adjoining parcels of land.</td>
</tr>
<tr>
<td></td>
<td>X 9. Names and widths of adjacent streets.</td>
</tr>
<tr>
<td></td>
<td>X 10. Names and widths of streets within subdivision. Names either match existing street names that align with proposed streets, or are not used elsewhere in Effingham County.</td>
</tr>
<tr>
<td></td>
<td>X 11. Plat boundaries darkened.</td>
</tr>
<tr>
<td></td>
<td>X 12. Proposed building setback lines.</td>
</tr>
<tr>
<td></td>
<td>X 13. Location of all existing easements or other existing features.</td>
</tr>
<tr>
<td></td>
<td>X 14. New easements required by Planning Department, County Utilities, Public Works Department, Telephone Company, etc.</td>
</tr>
<tr>
<td></td>
<td>X 15. Lots in new subdivisions are to be numbered consecutively from one to the total number of lots.</td>
</tr>
<tr>
<td></td>
<td>X 16. Lot lines with accurate dimensions in feet and tenths, and angles or bearings to the street when other than 90°.</td>
</tr>
<tr>
<td></td>
<td>X 17. Express dedication statement to the public for streets, alleys, access limitations, right-of-way, parks, school sites, and other public places shown on the attached plat.</td>
</tr>
<tr>
<td></td>
<td>X 18. Name, registration number, and seal of registered land surveyor or professional engineer (signed and dated).</td>
</tr>
<tr>
<td>N/A</td>
<td>19. Location of city limits and county lines, if applicable.</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td></td>
<td><strong>20.</strong> Location on the property to be subdivided of natural features such as streams, lakes, swamps, wetlands, and land subject to flood based on current effective FEMA Flood Insurance Rate Map (FIRM).</td>
</tr>
<tr>
<td></td>
<td><strong>21.</strong> Digital copy of final plat geographically referenced to Georgia State Plane Coordinate System as further described on SUBMITTAL OF FINAL PLATS AND RECORD DRAWINGS.</td>
</tr>
<tr>
<td></td>
<td><strong>22.</strong> Certificate of Approval – To be signed by County Commission chair.</td>
</tr>
<tr>
<td></td>
<td><strong>23.</strong> Signed Certificate of Accuracy.</td>
</tr>
<tr>
<td></td>
<td><strong>24.</strong> Signed Certificate of Ownership and Dedication – Individuals.</td>
</tr>
<tr>
<td></td>
<td><strong>25.</strong> Signed Certificate of Ownership and Dedication – Corporation (Corporate Seal must be affixed to plats; signature of one corporate officer).</td>
</tr>
<tr>
<td></td>
<td><strong>26.</strong> Signed Certificate by Registered Engineer that all permitted improvements were installed in accordance with approved plans, accompanied by two complete sets of as-built construction plans as record drawings.</td>
</tr>
<tr>
<td></td>
<td><strong>27.</strong> Signed Warranty Deed conveying all streets, utilities, parks, easements, and other government uses (except ponds), in a form approved by the county attorney.</td>
</tr>
<tr>
<td></td>
<td><strong>28.</strong> Maintenance bond, letter of credit, escrow account, or certified check, which is available to the County to cover any necessary repair of infrastructure conveyed by warranty deed for a minimum of 10% of the total construction cost of such improvements.</td>
</tr>
</tbody>
</table>

The undersigned (applicant) (owner), hereby acknowledges that the information contained herein is true and complete to the best of its knowledge.

This **4th** day of **November**, **2020**.

[Signature]

Notary

[Notary Seal]

Applicant

[Signature]

Owner

[Signature]
STATE OF GEORGIA
COUNTY OF EFFINGHAM

THIS INDENTURE made this ____ day of January, 2022, by and between PINE HILL GROUP, LLC, a Georgia limited liability company, as Party or Parties of the First Part, hereinafter referred to as Grantor, and the BOARD OF COMMISSIONERS OF EFFINGHAM COUNTY, GEORGIA, as Party or Parties of the Second Part, hereinafter referred to as Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH:

FOR AND IN CONSIDERATION of the sum of Ten Dollars ($10.00) in hand paid, at and before the sealing and delivery of these presents, and other good and valuable consideration, the receipt of which is hereby acknowledged, Grantor has granted, bargained, sold, conveyed and confirmed, and by these presents does grant, bargain, sell, convey and confirm unto the said Grantee the following described property:

All those certain roads and storm drainage, situate, lying and being in the 9th G.M. District, Effingham County, Georgia, consisting of the entire right-of-way of Lillian Street and Jenny Lane located within Rain Dance Subdivision, Phase Two, as more particularly described on that certain subdivision plat entitled "Plat of Lots 42-81, Phase Two, Rain Dance Subdivision" prepared by Atlas Surveying, Inc., William H. Gray, Jr., GA P.L.S. No. LS003235, dated January 04, 2022, recorded in Plat Cabinet ___, Slide __, in the office of the Clerk of Superior Court of Effingham County, Georgia. It is the intention of the Grantor to convey to the Grantee all of its interest in the aforesaid streets or rights of way for public access.

Subject to that certain Utility Easement Agreement dated _____ day of _____, 2022, by and between Grantor and the City of Springfield, Georgia, recorded in Deed Book ___, Page ____ in the Office of Superior Court of Effingham County, Georgia.

Grantor further conveys all right, title and interest in and to the drainage improvements, within said right-of-way and public easement, all located within Rain Dance Subdivision, Phase Two, as shown on the above-referenced plat which are incorporated herein for descriptive and all other purposes. However, this Warranty Deed excludes all water and sewer systems and lines lying within the said right-of-way and public easement all located within Rain Dance Subdivision, Phase Two, as shown on the aforesaid described plats which is incorporated herein for descriptive and all other purposes.
A non-exclusive perpetual easement to install, maintain, repair and replace any improvements for water systems and sewer systems located within the rights of way of these roads is hereby acknowledged to exist with the owner or owners of those systems. The Board of Commissioners of Effingham County, Georgia shall have no obligation to install, maintain, repair or replace any of the water and sewer systems.

Together with a perpetual, non-exclusive, appurtenant, commercial, transmissible general utility easement for the installation, construction, maintenance, operation, repair, and replacement of permanent above ground or underground utilities and for the inspection of the storm water management facilities, over, through and across and in those areas designated as utility easements and drainage easements, including the right to ingress and egress over the easements, all located within Rain Dance Subdivision, Phase Two, as shown on the aforementioned plat which is incorporated herein for descriptive and all other purposes.

Further, this Warranty Deed does not include the conveyance of any detention ponds, sidewalks or common areas.

TO HAVE AND TO HOLD said road and easements, with all and singular the rights, members, and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit, and behoof of the said Grantee forever, in fee simple.

AND THE SAID Grantor will warrant and forever defend the right and title to the abovedescribed property unto the said Grantee against the claims of all persons whomsoever.

IN WITNESS WHEREOF, the said Grantor has hereunto set its hand and seal, on the day and year first above written.

PINE HILL GROUP, LLC, a Georgia limited liability company

(SEAL)
BY: MATTHEW J. BYRD, MANAGER

Signed, sealed and delivered in the presence of:

Witness

Notary Public
ACCEPTED AND AGREED TO THIS ____ DAY OF ______, 2022.

BOARD OF COMMISSIONERS OF EFFINGHAM COUNTY,
GEORGIA

BY:
	____________________
Wesley Corbitt, Chairman

ATTEST:
	____________________
Stephanie Johnson, Effingham County Clerk

Signed, sealed and delivered in the presence of:

Witness

Notary Public
MAINTENANCE BOND

BOND NO. NFB5955504

KNOW ALL MEN BY THESE PRESENTS:

THAT we,  Pine Hill Group, LLC  

and  Old Republic Surety Company  , a corporation organized and doing business and under and by virtue of the laws of the State of  Wisconsin  and duly licensed to conduct surety business in the State of  Georgia  , as Surety, are held and firmly bound unto  Effingham County  

as Obligee, in the sum of  Thirty-Four Thousand Five Hundred Forty-Four and 20/100 ($34,544.20) Dollars,  

for which payment, well and truly to be made, we bind ourselves, our heirs, executors and successors, jointly and severally firmly by these presents.

THE CONDITION OF THE OBLIGATION IS SUCH THAT:

WHEREAS, the above named Principal entered into an agreement or agreements with said Obligee to:

Road and Storm Infrastructure, Raindance Subdivision Phase 2

WHEREAS, said agreement provided that Principal shall guarantee replacement and repair of improvements as described therein for a period of  one (1) year(s) following final acceptance of said improvements.

NOW, THEREFORE, if the above Principal shall indemnify the Obligee for all loss that Obligee may sustain by reason of any defective materials or workmanship which become apparent during the period of  one (1) year(s) from and after acceptance of the said improvements by Obligee, then this obligation shall be void, otherwise to remain in full force and effect.

IN WITNESS WHEREOF, the seal and signature of said Principal is hereto affixed and the corporate seal and the name of the said Surety is hereto affixed and attested by its duly authorized Attorney-in-Fact, this  3rd day of  January  , 2022  .

Pine Hill Group, LLC  

Principal

BY: ________________________________

Old Republic Surety Company

BY: ________________________________  Aimee R. Horvath  

ATTORNEY-IN-FACT
OLD REPUBLIC SURETY COMPANY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC SURETY COMPANY, a Wisconsin stock insurance corporation, does make, constitute and appoint: NEVIN BEYER, BETH A. SEIBERT, AIMEE R. HORBATH, MICHELLE L. RICHARDS of HARRISBURG, PA

its true and lawful Attorney(s)-in-Fact, with full power and authority for and on behalf of the company as surety, to execute and deliver and affix the seal of the company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof. (other than bail bonds, bank depositary bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and note guaranty bonds, self-insurance workers compensation bonds guaranteeing payment of benefits, or black lung bonds), as follows:

ALL WRITTEN INSTRUMENTS

and to bind OLD REPUBLIC SURETY COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a special meeting held on February 16, 1982.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC SURETY COMPANY on February 16, 1982.

RESOLVED that, the president, any vice-president or assistant vice president, in conjunction with the secretary or any assistant secretary, may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the company to execute and deliver and affix the seal of the company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any Power of Attorney previously granted to such person.

RESOLVED FURTHER, that any bond, undertaking, recognition, or suretyship obligation shall be valid and binding upon the Company

(i) when signed by the president, any vice president or assistant vice president, and attested and sealed (if a seal be required) by any secretary or assistant secretary; or

(ii) when signed by the president, any vice president or assistant vice president, secretary or assistant secretary, and countersigned and sealed (if a seal be required) by a duly authorized attorney-in-fact or agent; or

(iii) when duly executed and sealed (if a seal be required) by one or more attorneys-in-fact or agents pursuant to and within the limits of the authority evidenced by the Power of Attorney issued by the company to such person or persons.

RESOLVED FURTHER that the signature of any authorized officer and the seal of the company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognition, or other suretyship obligations of the company; and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC SURETY COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 3rd day of August, 2021.

OLD REPUBLIC SURETY COMPANY

[Signature]
Assistant Secretary

STATE OF WISCONSIN, COUNTY OF WAUKESHA - SS

On this 3rd day of August, 2021, personally came before me, Alan Pavlic

and Karen J Haffner, to me known to be the individuals and officers of the OLD REPUBLIC SURETY COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say: that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said corporation.

[Signature]
Notary Public

CERTIFICATE

I, the undersigned, assistant secretary of the OLD REPUBLIC SURETY COMPANY, a Wisconsin corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.

73-6400

Signed and sealed at the City of Brookfield, WI this 3rd day of January, 2022.

[Signature]
Assistant Secretary

KEYSTONE BONDING & SURETY AGY
STATE OF GEORGIA  
COUNTY OF EFFINGHAM  

INFRASTRUCTURE AGREEMENT  

This Infrastructure Agreement (hereinafter referred to as the "Agreement") is made and entered into this ___ day of ____________, 202__ by and between THE BOARD OF COMMISSIONERS OF EFFINGHAM COUNTY, a political subdivision of the State of Georgia, having its principal place of business at 601 N. Laurel Street, Springfield, GA 31829 (hereinafter, the "County") and THE CITY OF SPRINGFIELD, GEORGIA, a Georgia municipal corporation, having its principal place of business at 130 S. Laurel Street, Springfield, GA 31329 (hereinafter, the "City").

WITNESSETH:

WHEREAS, Pine Hill Group, LLC is the fee owner of certain land located off of Ebenezer Road, Effingham County, Georgia, designated as 52.736 acres, more or less, as shown more particularly described by a metes and bounds description on that certain map or plan made by William H. Gray, Jr. GA P.L.S. No. LS003235, dated November 8, 2018, recorded in PlatBook 28, Page 422 in the records of the Clerk of the Superior Court of Effingham County, Georgia, attached here to as Exhibit A to Exhibit 1 and made a part hereof by this reference (hereinafter referred to as the "Rain Dance Subdivision"); and

WHEREAS, Grantor and Grantee desire to enter into this Agreement granting Grantee the right to use and exercise all rights in and to the utility easements as shown on that certain map or plat entitled "Plat of Lots 42-81, Phase Two, Rain Dance Subdivision" prepared by Atlas Surveying, Inc., William H. Gray, Jr., GA P.L.S. No. LS003235, dated January 04, 2022, recorded in Plat Cabinet ____, Slide _____, in the office of the Clerk of Superior Court of Effingham County, Georgia made a part hereof by this reference (hereinafter referred to as "Easement Premises"); and

WHEREAS, the County has accepted ownership of the roads and rights-of-way shown on Exhibit 1; and

WHEREAS, portions of the City's infrastructure necessary for the provision of water and sewer services to the Rain Dance Subdivision (the "Facilities") are or will be located within the County-owned right-of-way; and
WHEREAS, absent agreement to the contrary, facilities located within a county-owned right-of-way can become the property of that county; and

WHEREAS, the County does not want to own or maintain the Facilities;

WHEREAS, the City's continued ownership of all personal property within the Easement Premises (including, without limitation, the Facilities and all infrastructure necessary for the provision of utility services) is paramount to the City's provision of utility services to the Rain Dance Subdivision; and

NOW, THEREFORE, for and in consideration of the sum of Ten Dollars ($10.00) and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged under seal, the County and the City hereby agree as follows:

1. **Ownership of the Facilities and all Infrastructure within the Easement Premises.** The City shall now and forever more be the sole owner of the Facilities and all personal property within the Easement Premises, whether that personal property is currently within the Easement Premises or may be placed there in the future.

IN WITNESS WHEREOF, the undersigned parties have executed, or caused this Infrastructure Agreement to be executed by their duly authorized representatives, under the seal as of the day and year above written.

[signatures on following page]
THE CITY OF SPRINGFIELD

By: 

Barton A. Alderman
Mayor, City of Springfield

THE BOARD OF COMMISSIONERS OF EFFINGHAM COUNTY, a political subdivision of the State of Georgia

By: __________________________
Its: __________________________

PINE HILL GROUP, LLC

By: __________________________
Matthew J. Byrd
Managing Member, Pine Hill Group, LLC

This Agreement is approved as to form:

By: __________________________
Benjamin M. Perkins
City Attorney, City of Springfield

By: __________________________
Lee Newberry
Attorney for Effingham County, Georgia
EXHIBIT 1
UTILITY EASEMENT AGREEMENT BETWEEN THE CITY OF SPRINGFIELD, GEORGIA AND PINE HILL GROUP, LLC
Staff Report

Subject: Final Plat Approval
Author: Teresa Concannon, AICP, Planning & Zoning Manager
Department: Development Services
Meeting Date: January 18, 2022
Item Description: Clay Price for Simcoe Investment Group, LLC, requests approval of the final plat for Emerald Plantation ph 3

Summary Recommendation:
Staff have reviewed the final plat, and inspected the roads, water, and stormwater infrastructure identified in the warranty deed, and recommend approval.

Executive Summary/Background:
- Simcoe Investments Group’s contractors have built roads, water, and stormwater infrastructure for phase 3. In order to sell the 16 lots of phase 3 for home construction, the final plat must be approved, and the roads, water and stormwater infrastructure accepted by the Board of Commissioners.
- Sidewalks are specifically excluded from the property conveyed in the deed; ownership of the sidewalks is assigned to the HOA on the final plat.
- EOM & the County Engineer inspected the right of way and all public utilities located within the right of way of phase 3, and recommend approval.
- Staff reviewed the final plat and checklist. All documents are in order, and consistent with zoning, plans, and plats approved previously.
- The County Engineer reviewed the bond recommendation, and approved the bond for $20,054, which is 10% of the total cost of water distribution and storm drainage infrastructure and paving in phase 3.
- The County Attorney reviewed and approved the warranty deed.

Alternatives for Commission to Consider
1 - Approve the final plat for Emerald Plantation ph 3, and accept the roads, water, and stormwater infrastructure identified in the warranty deed.
2 – Take no action

Recommended Alternative: Alternative 1

Other Alternatives: N/A

Department Review: Development Services; EOM; County Attorney
Funding Source: No new funding requested.

Attachments:
1. Final Plat for Emerald Plantation, ph 3
2. Final Plat Submittal Form & Checklist
3. Bond
4. Warranty Deed for infrastructure
Name of Subdivision: EMERALD PLANTATION PHASE 3
Name of Applicant/Agent: SIMCOE INVESTMENT GROUP, LLC - CLAY PRICE  Phone: 912-727-2920
Company Name: SIMCOE INVESTMENT GROUP, LLC
Address: P.O. Box 3097 RICHMOND HILL, GA 31324
Owner of Record*: SAME AS APPLICANT  Phone: SAME AS APPLICANT
Address
Engineer*: EMC ENGINEERING SERVICES, INC. - ALEC B. METZGER, PE  Phone: 912-232-6533
Address: 10 CHATHAM CENTER SOUTH, SAVANNAH, GA 31405
Surveyor*: EMC ENGINEERING SERVICES, INC. - JIMMY TOOLE  Phone: SAME AS ENGINEER
Address: SAME AS ENGINEER
*Information may be left blank if it is the same as indicated on the sketch plan submittal form
Total acreage subdivided: 15.54 ACRES  Zoning: R1  Number of Lots: 16
Date of sketch plan approval: FEB. 18, 2020 BOCM  Date of preliminary plan approval: 1/5/2021 LDA ISSUED
Map#/Parcel# to be subdivided: 350-16  List all contiguous holdings in the same ownership:
Map#/Parcel#  350-16
Water supply: EXISTING EFFINGHAM COUNTY WATER SYSTEM
Sewer supply: INDIVIDUAL PRIVATE ON-SITE SEPIC SYSTEMS
Have any changes been made since this Subdivision was last before the County Commission? _______
If so, please describe: ________________________________________________________________

The undersigned (applicant) (owner), hereby acknowledges that the information contained herein is true and complete to the best of its knowledge.
This ______ day of ______, 2021

Applicant
Owner

Notary

Page 1 of 3
EFFINGHAM COUNTY
FINAL PLAT CHECKLIST

OFFICIAL USE ONLY
Subdivision Name: ___________________________ Project Number: ___________________________
Date Received: ___________________________ Date Reviewed: ___________________________
Reviewed by: ___________________________

The following checklist is designed to inform applicants as to what is required in preparing final plats for
review by Effingham County. The Final Plat must be drawn in ink by a Georgia Registered Land Surveyor
on Mylar, and four (4) paper copies must be included. The Final Plat must have all necessary signatures
before consideration by the Board of Commissioners. After the Final Plat is approved, the County Clerk
will record the Final Plat with Clerk of Superior Court of Effingham County.

<table>
<thead>
<tr>
<th>Office Use</th>
<th>Applicant Use</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project Information:</strong></td>
<td></td>
</tr>
<tr>
<td>✔ 1. Graphic scale.</td>
<td></td>
</tr>
<tr>
<td>✔ 2. Lot areas in accordance with the applicable zoning regulation or preliminary plan for planned development.</td>
<td></td>
</tr>
<tr>
<td>✔ 3. North arrow.</td>
<td></td>
</tr>
<tr>
<td>✔ 4. Land reference point.</td>
<td></td>
</tr>
<tr>
<td>✔ 5. Point of beginning designated.</td>
<td></td>
</tr>
<tr>
<td>✔ 6. Date of preparation (under Surveyor’s signature).</td>
<td></td>
</tr>
<tr>
<td>✔ 7. Name of Subdivision.</td>
<td></td>
</tr>
<tr>
<td>✔ 8. Names of adjacent subdivisions and owners of adjoining parcels of land.</td>
<td></td>
</tr>
<tr>
<td>✔ 9. Names and widths of adjacent streets.</td>
<td></td>
</tr>
<tr>
<td>✔ 10. Names and widths of streets within subdivision. Names either match existing street names that align with proposed streets, or are not used elsewhere in Effingham County.</td>
<td></td>
</tr>
<tr>
<td>✔ 11. Plat boundaries darkened.</td>
<td></td>
</tr>
<tr>
<td>✔ 12. Proposed building setback lines.</td>
<td></td>
</tr>
<tr>
<td>✔ 13. Location of all existing easements or other existing features.</td>
<td></td>
</tr>
<tr>
<td>✔ 14. New easements required by Planning Department, County Utilities, Public Works Department, Telephone Company, etc.</td>
<td></td>
</tr>
<tr>
<td>✔ 15. Lots in new subdivisions are to be numbered consecutively from one to the total number of lots.</td>
<td></td>
</tr>
<tr>
<td>✔ 16. Lot lines with accurate dimensions in feet and tenths, and angles or bearings to the street when other than 90°.</td>
<td></td>
</tr>
<tr>
<td>✔ 17. Express dedication statement to the public for streets, alleys, access limitations, right-of-way, parks, school sites, and other public places shown on the attached plat.</td>
<td></td>
</tr>
<tr>
<td>✔ 18. Name, registration number, and seal of registered land surveyor or professional engineer (signed and dated).</td>
<td></td>
</tr>
<tr>
<td>✔ 19. Location of city limits and county lines, if applicable.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>20.</td>
<td>Location on the property to be subdivided of natural features such as streams, lakes, swamps, wetlands, and land subject to flood based on current effective FEMA Flood Insurance Rate Map (FIRM).</td>
</tr>
<tr>
<td>21.</td>
<td>Digital copy of final plat geographically referenced to Georgia State Plane Coordinate System as further described on SUBMITTAL OF FINAL PLATS AND RECORD DRAWINGS</td>
</tr>
<tr>
<td>22.</td>
<td>Certificate of Approval – To be signed by County Commission chair.</td>
</tr>
<tr>
<td>25.</td>
<td>Signed Certificate of Ownership and Dedication – Corporation (Corporate Seal must be affixed to plats; signature of one corporate officer).</td>
</tr>
<tr>
<td>26.</td>
<td>Signed Certificate by Registered Engineer that all permitted improvements were installed in accordance with approved plans, accompanied by two complete sets of as-built construction plans as record drawings.</td>
</tr>
<tr>
<td>27.</td>
<td>Signed Warranty Deed conveying all streets, utilities, parks, easements, and other government uses (except ponds), in a form approved by the county attorney.</td>
</tr>
<tr>
<td>28.</td>
<td>Maintenance bond, letter of credit, escrow account, or certified check, which is available to the County to cover any necessary repair of infrastructure conveyed by warranty deed for a minimum of 10% of the total construction cost of such improvements.</td>
</tr>
</tbody>
</table>

The undersigned (applicant) (owner), hereby acknowledges that the information contained herein is true and complete to the best of its knowledge.

This __30__ day of __Nov__, 202_1

Notary

[Notary Seal]

Applicant: [Signature]

Owner: Simcoe Investment Group, LLC

10/01/2020
MAINTENANCE BOND

BOND NO: S2703946

Know all men by these presents that we, Simcoe Investment Group, LLC, as principal, and Platte River Insurance Company, a corporation organized under the laws of the State of Nebraska and duly authorized to transact business in the State of Georgia, as surety, are held and firmly bound unto Effingham County, as obligee, in the sum of Twenty Thousand Fifty Four Dollars and 00/100 Dollars, for the payment whereof well and truly to be made, the principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Whereas the principal has agreed to provide a maintenance bond for:

Project Name: Emerald Plantation Phase III
Parcel ID#: 03500016
Project Location: Blue Jay Road, Effingham Co., GA
Contact Name: Clay Price
Phone#: 912-445-2127
Mailing Address: P.O. Box 1247, Richmond Hill, GA 31324
Email Address: clay@hoiconstruction.com

This Maintenance Bond is issued to assure the maintenance of required improvements and installations after the approval of a final plat.

This bond shall have a term of 12 months commencing on 1/04/2022 and shall be automatically renewed unless provided with written release by the obligee.

Now, therefore, the condition of this obligation is such that if the principal and surety shall indemnify the obligee for all damage that the obligee may sustain by reason of the principal’s failure to maintain all required improvements and installations as described above, then this obligation shall be void, otherwise it shall remain in force until released by the obligee.

[Signatures on Following Page]
Simcoe Investment Group, LLC

Type name of business entity, if applicable

By: ____________________________

PRINCIPAL

Type Name: John Mowry

Type Title: Managing Member

Date: 1/04/2022

Platte River Insurance Company

Type name of business entity, if applicable

By: ____________________________

SURETY

Type Name: Kathy S. Smith

Type Title: Attorney-in-Fact

Date: 1/04/2022
PLATTE RIVER INSURANCE COMPANY
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, That the PLATTE RIVER INSURANCE COMPANY, a corporation of the State of Nebraska, having its principal offices in the City of Middleton, Wisconsin, does make, constitute and appoint

Kathy S. Smith
Name of Individual

its true and lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf, as surety, and as its act and deed, any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of $ See Bond Form for S2703946 on behalf of Simcon Investment Group, LLC

Bond Amount
Bond Number
Principal

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of PLATTE RIVER INSURANCE COMPANY at a meeting duly called and held on the 8th day of January, 2002.

"RESOLVED, that the President, Executive Vice President, Vice President, Secretary or Treasurer, acting individually or otherwise, be and they hereby are granted the power and authorization to appoint by a Power of Attorney for the purposes only of executing and attesting bonds and undertakings, and other writings obligatory in the nature thereof, one or more resident vice-presidents, assistant secretaries and attorney(s)-in-fact, such attorney(s) to have the powers and duties usual to such offices to the business of this company; the signature of such officers and seal of the Company may be affixed to any such power of attorney or to any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking or other writing obligatory in the nature thereof in which it is attached. Any such appointment may be revoked, for cause, or without cause, by any of said officers, at any time."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all costs for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignees, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written notice of such intent has been given to the Commissioner—Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

IN WITNESS WHEREOF, the PLATTE RIVER INSURANCE COMPANY has caused these presents to be signed by its officer undersigned and its corporate seal to be hereunto affixed duly attested, this 1st day of January, 2020.

Attest:

Ryan J. Byrnes
Senior Vice President, Chief Financial Officer and Treasurer

Sanaz M. Bolechowicz
Assistant Secretary

STATES OF WISCONSIN
COUNTY OF DANE

On the 1st day of January, 2020 before me personally came John L. Sennott, Jr., to me known, who being by me duly sworn, did depose and say: that he resides in the County of Hartford, State of Connecticut; that he is Chief Executive Officer and President of PLATTE RIVER INSURANCE COMPANY, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.

David J. Rodgers
Notary Public, Dane Co., WI
My Commission Is Permanent

Signed and sealed at the City of Middleton, State of Wisconsin this 4th day of January, 2022.

Andrew B. Diaz-Matos
Senior Vice President, General Counsel and Secretary

THIS DOCUMENT HAS BEEN GENERATED FOR A SPECIFIC BOND. IF YOU HAVE ANY QUESTIONS CONCERNING THE AUTHENTICITY OF THIS DOCUMENT CALL 800-475-4450.
WARRANTY DEED

THIS INDENTURE, is made and entered into as of the__ day of January, 2022, by and between SIMCOE INVESTMENT GROUP, LLC, a Georgia limited liability company ("Grantor") and the BOARD OF COMMISSIONERS OF EFFINGHAM COUNTY, GEORGIA ("Grantee") (the words "Grantor" and "Grantee" to include their respective heirs, legal representatives, successors and assigns where the context requires or permits).

WITNESSETH, THAT:

GRANTOR, for and in consideration of the sum of TEN AND NO/100 DOLLARS ($10.00) and other good and valuable consideration, in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto said Grantee the following described property:

All those certain roads known as Finch Lane 60’ Right of Way and Martin Lane 60’ Right of Way, situate, lying and being in the 9th G.M. District, Effingham County, Georgia, located within Emerald Plantation Subdivision, Phase 3, as more particularly described on that certain subdivision plat entitled “A Major Subdivision Plat of Emerald Plantation Phase 3”, prepared by Jimmy R. Toole, G.R.L.S. No. 3119, dated December 2021, and recorded in Plat Book__ page____ Effingham County, Georgia records. It is the intention of the Grantor to convey to the Grantee all of its interest in the aforesaid streets or rights of way for public access.
TOGETHER WITH the water system and drainage improvements located within said rights-of-way, all located within Emerald Plantation Subdivision, Phase 3, as shown on the aforementioned plat which are incorporated herein for descriptive and all other purposes but specifically excluding any detention ponds, sidewalks, common areas, and any portion of the water system from the water meter to any residence.

Together with a perpetual, non-exclusive, appurtenant, commercial, transmissible general utility easement for the installation, construction, maintenance, operation, repair, and replacement of permanent above ground or underground utilities and for the inspection of the storm water management facilities, over, through and across and in those areas designated as utility easements and drainage easements, including the right to ingress and egress over the easements, all located within Emerald Plantation Subdivision, Phase 3, as shown on the aforementioned plat which is incorporated herein for descriptive and all other purposes.

TO HAVE AND TO HOLD the said road and easements, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, only to the proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

AND THE SAID GRANTOR will warrant and forever defend the right and title to the above described Property unto the said Grantee against the claims of all persons and entities whatsoever.
IN WITNESS WHEREOF, the Grantor has signed and sealed this Deed on the day and year first above written.

Signed, sealed and delivered in the presence of:

Shelley Heycock
Unofficial Witness

Cynthia Horne
Notary Public

My Commission Expires:
4-5-2022

[NOTARY SEAL]

GRANTOR:

SIMCOE INVESTMENT GROUP, LLC,
a Georgia limited liability company

By:

Its: Manager
ACCEPTED AND AGREED TO THIS ___ DAY OF ___________, 2021.

Signed, sealed and delivered in the presence of:

__________________________
Unofficial Witness

__________________________
Notary Public

My Commission Exp:res:

__________________________
[NOTARY SEAL]

BOARD OF COMMISSIONERS OF
EFFINGHAM COUNTY, GEORGIA

By: ________________________

Attest: ________________________
Staff Report

Subject: Final Plat Approval
Author: Teresa Concannon, AICP, Planning & Zoning Manager
Department: Development Services
Meeting Date: January 18, 2022
Item Description: Richard Flanders, of New Horizon Development, requests approval of the final plat for Buckingham Plantation, ph 2B

Summary Recommendation:
Staff have reviewed the final plat, and inspected the roads, water, sewer, and stormwater infrastructure identified in the warranty deed, and recommend approval.

Executive Summary/Background:
- New Horizon Development contractors have built roads, water, sewer, and stormwater infrastructure for phase 2B. In order to sell the 51 lots of phase 2B for home construction, the final plat must be approved, and the roads, water, sewer and stormwater infrastructure accepted by the Board of Commissioners.
- Sidewalks are specifically excluded from the property conveyed in the deed.
- EOM inspected the right of way and all public utilities located within the right of way of phase 2B, and recommend approval.
- Staff reviewed the final plat and checklist. All documents are in order, and consistent with zoning, plans, and plats approved previously.
- The County Engineer reviewed the bond recommendation, and approved the bond for $85,564.67 which is 10% of the total cost of water, sewer, and storm drainage infrastructure and paving in phase 2B.
- The County Attorney reviewed and approved the warranty deed.

Alternatives for Commission to Consider
1 - Approve the final plat for Buckingham Plantation, ph 2B, and accept the roads, water, sewer, and stormwater infrastructure identified in the warranty deed.
2 – Take no action

Recommended Alternative: Alternative 1 Other Alternatives: N/A

Department Review: Development Services; EOM; County Attorney
Funding Source: No new funding requested.

Attachments:
1. Final Plat for Buckingham Plantation, ph 2B
2. Final Plat Submittal Form & Checklist
3. Bond
4. Warranty Deed
SURVEYOR’S CERTIFICATION

As required by subsection (d) of O.C.G.A. Section 15–6–67, this plat has been prepared by a land surveyor and approved by all applicable local jurisdictions for recording as evidenced by approval certified, signatures, stamps or statements hereon. Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser or user of this plat so as to intended use of any parcel. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15–6–67.

WARRIN E. POTHRESS, REGISTERED LAND SURVEYOR, NO. 1953

DATE

BUCKINGHAM PLANTATION
PHASE 2B

LOCATION: LOTS 113 – 163
BUCKINGHAM PLANTATION SUBDIVISION
1559TH G. M. D. EFFINGHAM COUNTY, GEORGIA

FINAL PLAT APPROVAL: THE SUBDIVISION AS SHOWN ON THIS PLAT HAS BEEN APPROVED BY THE EMMINGHAM COUNTY BOARD OF COMMISSIONERS FOR RECORDING IN THE OFFICE OF CLERK OF SUPERIOR COURT OF EMMINGHAM COUNTY, GEORGIA. 

CHAIRMAN OF COMMISSIONERS

CLERK OF EMMINGHAM COUNTY, GEORGIA
EFFINGHAM COUNTY
FINAL PLAT SUBMITTAL FORM

OFFICIAL USE ONLY

Date Received: __________________ Project Number: __________________

Date Reviewed: __________________ Reviewed by: __________________

Name of Subdivision: Buckingham Phase 2B

Name of Applicant/Agent: Richard Flanders Phone: 912-441-2319

Company Name: New Horizon Development

Address: 37 West Fairmont Avenue Savannah, Ga 31406

Owner of Record: New Horizon Development Phone: 912-441-2319

Address: 37 West Fairmont Avenue Savannah, Ga 31406

Engineer: EMC Engineering Services Inc. Phone: 912-232-6533

Address: 10 Chatham Center South, Suite 100 Savannah, Ga 31405

Surveyor: Warren E Poythress Phone: 912-857-3288

Address: 991 Hunters Road Sylvania, Ga 30467

*Information may be left blank if it is the same as indicated on the sketch plan submittal form

Total acreage subdivided: 22.15 Zoning: PD Number of Lots: 51

Date of sketch plan approval: __________ Date of preliminary plan approval: __________

Map#/Parcel# to be subdivided: 375-51 List all contiguous holdings in the same ownership:

Map#/Parcel#: 375-51

Water supply: Effingham County

Sewer supply: Effingham County

Have any changes been made since this Subdivision was last before the County Commission? No

If so, please describe:

________________________________________________________

The undersigned (applicant) (owner) hereby acknowledges that the information contained herein is true and complete to the best of its knowledge.

This ____ day of ______________, 2023

Notary

Signature of Applicant

Signature of Owner

Page 1 of 3 10/01/2020
EFFINGHAM COUNTY
FINAL PLAT CHECKLIST

OFFICIAL USE ONLY
Subdivision Name: ___________________________ Project Number: ____________________
Date Received: ___________ Date Reviewed: ___________ Reviewed by: _______________________

The following checklist is designed to inform applicants as to what is required in preparing final plats for review by Effingham County. The Final Plat must be drawn in ink by a Georgia Registered Land Surveyor on Mylar, and four (4) paper copies must be included. The Final Plat must have all necessary signatures before consideration by the Board of Commissioners. After the Final Plat is approved, the County Clerk will record the Final Plat with Clerk of Superior Court of Effingham County.

<table>
<thead>
<tr>
<th>Office Use</th>
<th>Applicant Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Information:</td>
<td></td>
</tr>
<tr>
<td>X</td>
<td>1. Graphic scale.</td>
</tr>
<tr>
<td>X</td>
<td>2. Lot areas in accordance with the applicable zoning regulation or preliminary plan for planned development.</td>
</tr>
<tr>
<td>X</td>
<td>3. North arrow.</td>
</tr>
<tr>
<td>X</td>
<td>4. Land reference point.</td>
</tr>
<tr>
<td>X</td>
<td>5. Point of beginning designated.</td>
</tr>
<tr>
<td>X</td>
<td>6. Date of preparation (under Surveyor’s signature).</td>
</tr>
<tr>
<td>X</td>
<td>7. Name of Subdivision.</td>
</tr>
<tr>
<td>X</td>
<td>8. Names of adjacent subdivisions and owners of adjoining parcels of land.</td>
</tr>
<tr>
<td>X</td>
<td>9. Names and widths of adjacent streets.</td>
</tr>
<tr>
<td>X</td>
<td>10. Names and widths of streets within subdivision. Names either match existing street names that align with proposed streets, or are not used elsewhere in Effingham County.</td>
</tr>
<tr>
<td>X</td>
<td>11. Plat boundaries darkened.</td>
</tr>
<tr>
<td>X</td>
<td>12. Proposed building setback lines.</td>
</tr>
<tr>
<td>X</td>
<td>13. Location of all existing easements or other existing features.</td>
</tr>
<tr>
<td>X</td>
<td>14. New easements required by Planning Department, County Utilities, Public Works Department, Telephone Company, etc.</td>
</tr>
<tr>
<td>X</td>
<td>15. Lots in new subdivisions are to be numbered consecutively from one to the total number of lots.</td>
</tr>
<tr>
<td>X</td>
<td>16. Lot lines with accurate dimensions in feet and tenths, and angles or bearings to the street when other than 90°.</td>
</tr>
<tr>
<td>X</td>
<td>17. Express dedication statement to the public for streets, alleys, access limitations, right-of-way, parks, school sites, and other public places shown on the attached plat.</td>
</tr>
<tr>
<td>X</td>
<td>18. Name, registration number, and seal of registered land surveyor or professional engineer (signed and dated).</td>
</tr>
<tr>
<td>N/A</td>
<td>19. Location of city limits and county lines, if applicable.</td>
</tr>
<tr>
<td></td>
<td>20. Location on the property to be subdivided of natural features such as streams, lakes, swamps, wetlands, and land subject to flood based on current effective FEMA Flood Insurance Rate Map (FIRM).</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td></td>
<td>21. Digital copy of final plat geographically referenced to Georgia State Plane Coordinate System as further described on SUBMITTAL OF FINAL PLATS AND RECORD DRAWINGS</td>
</tr>
<tr>
<td></td>
<td>22. Certificate of Approval – To be signed by County Commission chair.</td>
</tr>
<tr>
<td></td>
<td>25. Signed Certificate of Ownership and Dedication – Corporation (Corporate Seal must be affixed to plats; signature of one corporate officer).</td>
</tr>
<tr>
<td></td>
<td>26. Signed Certificate by Registered Engineer that all permitted improvements were installed in accordance with approved plans, accompanied by two complete sets of as-built construction plans as record drawings.</td>
</tr>
<tr>
<td></td>
<td>27. Signed Warranty Deed conveying all streets, utilities, parks, easements, and other government uses (except ponds), in a form approved by the county attorney.</td>
</tr>
<tr>
<td></td>
<td>28. Maintenance bond, letter of credit, escrow account, or certified check, which is available to the County to cover any necessary repair of infrastructure conveyed by warranty deed for a minimum of 10% of the total construction cost of such improvements.</td>
</tr>
</tbody>
</table>

The undersigned (applicant) (owner), hereby acknowledges that the information contained herein is true and complete to the best of its knowledge.

This 11th day of December, 2021

Notary

[Signature]

[Signature]

Notary Public

APRIL 22, 2023

Page 3 of 3

10/01/2020
MAINTENANCE BOND

BOND NO: S2703939

Know all men by these presents that we New Horizon Development Company, LLC Principal, and Platte River Insurance Company a corporation organized under the laws of the State of Nebraska and duly authorized to transact business in the State of Georgia, as surety, are held and firmly bound unto Effingham County as Obligee in the sum of $86,504.57 for the payment whereof well and truly to be made, the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Whereas the principal has agreed to provide a maintenance bond for:

Project Name Buckingham Plantation Phase 2B Parcel ID# 03750051
Project Location 1787 Noel C Conaway Rd, Guyton, GA 31312
Contact Name Robert Flanders Phone# (912) 667-7879
Mailing Address 37 West Fairmont Avenue, Unit 202, Savannah, GA 31406
Email Address robert@horizonsavannah.com

This Maintenance Bond is issued to assure the maintenance of required improvements and installations after the approval of a final plat.

This bond shall have a term of 12 months commencing on 6/21/2021 and shall be automatically renewed unless provided with written release by the Obligee.

Now, therefore, the condition of this obligation is such that if the Principal and Surety shall indemnify the Obligee for all damage that the Obligee may sustain by reason of the Principal’s failure to maintain all required improvements and installations as described above, then this obligation shall be void, otherwise it shall remain in force until released by the Obligee.

[Signatures on Following Page]
Signed, sealed and dated this June, 21st day of 2021

Witness

Stephanie Johns

New Horizon Development Company, LLC

Type name of business entity, if applicable

By:

PRINCIPAL

Type Name: Robert Flanders

Type Title: President

Date: 6/21/2021

Witness

Ryan Schulz

Platte River Insurance Company

Type name of business entity, if applicable

By:

SURETY

Type Name: Kathy S. Smith

Type Title: Attorney-in-Fact

Date: 6/21/2021
PLATTE RIVER INSURANCE COMPANY
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, That the PLATTE RIVER INSURANCE COMPANY, a corporation of the State of Nebraska, having its principal offices in the City of Middleton, Wisconsin, does make, constitute and appoint

Kathy S. Smith
Name of Individual
its true and lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf, as surety, and as its act and deed, any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of $270,039 on behalf of New Horizon Development Company, LLC.

Bond Number S270,039

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of PLATTE RIVER INSURANCE COMPANY at a meeting duly called and held on the 8th day of January, 2002.

"RESOLVED, that the President, Executive Vice President, Vice President, Secretary or Treasurer, acting individually or otherwise, be and they hereby are granted the power and authorization to appoint by a Power of Attorney for the purposes only of executing and attesting bonds and undertakings, and other writings obligatory in the nature thereof, one or more resident vice-presidents, assistant secretaries and attorney(s)-in-fact, each appointed to have the powers and duties usual to such offices to the business of this company; the signature of such officers and seal of the Company may be affixed to any such power of attorney or to any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking or other writing obligatory in the nature thereof to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any of said officers, at any time."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner – Department of Highways of the Commonwealth of Kentucky at least 30 days prior to the modification or revocation.

IN WITNESS WHEREOF, the PLATTE RIVER INSURANCE COMPANY has caused these presents to be signed by its officer undersigned and its corporate seal to be hereto affixed duly attested, this 1st day of January, 2020.

Attest:

Ryan J. Byrnes
Senior Vice President,
Chief Financial Officer and Treasurer

Suzanne M. Broadbent
Assistant Secretary

STATE OF WISCONSIN
COUNTY OF DANE

On the 1st day of January, 2020 before me personally came John L. Sennott, Jr., to me known, who being by me duly sworn, did depose and say: that he resides in the County of Hartford, State of Connecticut; that he is Chief Executive Officer and President of PLATTE RIVER INSURANCE COMPANY, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.

David J. Regele
Notary Public, Dane Co., WI
My Commission Is Permanent

STATE OF WISCONSIN
COUNTY OF DANE

I, the undersigned, duly elected to the office stated below, now the incumbent in PLATTE RIVER INSURANCE COMPANY, a Nebraska Corporation, authorized to make this certificate, DO HEREBY CERTIFY that the foregoing attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at the City of Middleton, State of Wisconsin this 21st day of June, 2021.

Andrew B. Diaz-Mates
Senior Vice President, General Counsel and Secretary

THIS DOCUMENT HAS BEEN GENERATED FOR A SPECIFIC BOND. IF YOU HAVE ANY QUESTIONS CONCERNING THE AUTHENTICITY OF THIS DOCUMENT CALL 800-475-4459.
WARRANTY DEED

THIS INDENTURE, is made and entered into as of the __th day of ___January___, 2022, by and between NEW HORIZON DEVELOPMENT COMPANY, LLC, a Georgia limited liability company ("Grantor") and the BOARD OF COMMISSIONERS OF EFFINGHAM COUNTY, GEORGIA ("Grantee") (the words “Grantor” and “Grantee” to include their respective heirs, legal representatives, successors and assigns where the context requires or permits).

W I T N E S S E T H, THAT:

GRANTOR, for and in consideration of the sum of TEN AND NO/100 DOLLARS ($10.00) and other good and valuable consideration, in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto said Grantee the following described property:

All those certain roads known as Church Hill Drive 60’ Right of Way, Majestic Drive 60’ Right of Way and Buckingham 60’ Right of Way, situate, lying and being in the 1559th G.M. District, Effingham County, Georgia, located within Buckingham Plantation Phase 2B, as more particularly described on that certain subdivision plat entitled “Buckingham Plantation Phase 2B Location: Lots 113 – 163 Buckingham Plantation Subdivision 1559th G.M.D. Effingham County, Georgia”, prepared by Warren E. Poythress, G.R.L.S. No. 1953, dated October 5, 2021, and recorded in Plat Book ____ page ____ , Effingham
County, Georgia records. It is the intention of the Grantor to convey to the Grantee all of its interest in the aforesaid streets or rights of way for public access.

TOGETHER WITH the water and sanitary sewer systems and drainage improvements located within said rights-of-way and public easements, all located within Buckingham Plantation Subdivision, Phase 2B, as shown on the aforementioned plat which are incorporated herein for descriptive and all other purposes but specifically excluding any sewer laterals, detention ponds, sidewalks, common areas, and any portion of the water system from the water meter to any residence.

TOGETHER WITH a perpetual, non-exclusive, appurtenant, commercial, transmissible general utility easement for the installation, construction, maintenance, operation, repair and replacement of permanent above ground or underground utilities over, through and across and in those areas designated as utility easements, and drainage easements, including the right to ingress and egress over the easements, all located within Buckingham Plantation Subdivision, Phase 2B, as shown on the aforementioned plat which is incorporated herein for descriptive and all other purposes.

TO HAVE AND TO HOLD the said road and easements, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, only to the proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

AND THE SAID GRANTOR will warrant and forever defend the right and title to the above described Property unto the said Grantee against the claims of all persons and entities whatsoever.
IN WITNESS WHEREOF, the Grantor has signed and sealed this Deed on the day and year first above written.

Signed, sealed and delivered in the presence of:

[Signature]
Unofficial Witness

[Signature]
Notary Public

My Commission Expires: [Signature]

GRANTOR:

NEW HORIZON DEVELOPMENT COMPANY, LLC,
a Georgia limited liability company

By: [Signature]

Its: [Signature]
Item XII. 10.

ACCEPTED AND AGREED TO THIS ___ DAY OF ____________, 2022.

Signed, sealed and delivered in the presence of:

____________________________
Unofficial Witness

____________________________
Notary Public

My Commission Expires:

____________________________
[NOTARY SEAL]

BOARD OF COMMISSIONERS OF
EFFINGHAM COUNTY, GEORGIA

By: _______________________

Attest: _______________________

Staff Report

Subject: Final Plat Approval
Author: Teresa Concannon, AICP, Planning & Zoning Manager
Department: Development Services
Meeting Date: January 18, 2022
Item Description: Heather Arnold requests approval of the revised Goshen Hills Farms major subdivision final plat.

Summary Recommendation:
Staff have reviewed the final plat, and recommend approval of the Goshen Hills Farms revised major subdivision final plat.

Executive Summary/Background:
- The 4.5 acres include three lots rezoned to AR-2 on January 4, 2022.
- The owner wishes to reconfigure two of the lots in the major subdivision. Therefore, the plat must be approved by the Board of Commissioners.
- All lots have public road frontage.
- Staff reviewed the final plat and checklist. All documents are in order, and consistent with zoning, plans, and plats approved previously.

Alternatives for Commission to Consider
1 – Approve the revised Goshen Hills Farms major subdivision final plat.
2 – Take no action

Recommended Alternative: Alternative 1

Other Alternatives: N/A

Department Review: Development Services

Funding Source: No new funding requested.

Attachments: 1. Final Plat for Goshen Hills Farms_Arnold lots
2. Final Plat Submittal Form & Checklist
1. The field data was collected using a Topcon - ES total station, Sokkia GRX2, and a Tesla data collector.
2. This property is not located in a Federal flood area as indicated by the F.I.R.M. official flood hazard maps.
3. This plat has been calculated for closure and is found to be accurate within one foot in 100,000 feet.
4. To the best of my knowledge, information and belief all angles, bearings, measurements of courses, distances and monuments are as shown, have been proven by a land survey, and in my opinion this is a correct representation of the land platted and has been prepared in conformity with the minimum standards and requirements of Georgia law 1978.
5. This survey complies with both the rules of the Georgia Board of Registration for Professional Engineers and Land Surveyors and the official code of Georgia annotated (CCQA) 15-6-67 in that where a conflict exists between these two sets of specifications the requirements of the law prevail.
6. William Mark Glisson, the land surveyor whose seal is affixed hereto does not guarantee that all easements which may affect the property are shown, the certification, as shown hereon, is purely a statement of professional opinion based on knowledge, information and belief, and based on existing field evidence and documentary evidence available. The certification is not expressed or implied warranty or guarantee.

SURVEYOR CERTIFICATION

As required by subsection (6) of O.C.C.A. Section 15-6-67, this plat has been prepared by a land surveyor and approved by all applicable local jurisdictions for recording as evidenced by approval certifications, signatures, stamps, or statements hereon. Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser of user of this plat as to intended use of any parcel. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.C.A. Section 15-6-67.
EFFINGHAM COUNTY
FINAL PLAT SUBMITTAL FORM

OFFICIAL USE ONLY
Date Received: ____________________ Project Number: ____________________
Date Reviewed: ____________________ Reviewed by: ____________________

Name of Subdivision Goshen Hills Farms Subdivision

Name of Applicant/Agent Heather Arnold Phone 912-659-8823

Company Name N/A
Address N/A

Owner of Record* ___________________________ Phone ___________________________
Address ___________________________

Engineer* N/A Phone ___________________________
Address N/A

Surveyor* Mark Glisson Phone ___________________________
Address ___________________________

*Information may be left blank if it is the same as indicated on the sketch plan submittal form

Total acreage subdivided 4.5 Zoning AR-2 Number of Lots 3
Date of sketch plan approval N/A Date of preliminary plan approval N/A

Map#/Parcel# to be subdivided N/A List all contiguous holdings in the same ownership: N/A
Map#/Parcel# 451C-79, 80, 81

Water supply Private wells
Sewer supply Septic systems

Have any changes been made since this Subdivision was last before the County Commission? N/A
If so, please describe: ___________________________

The undersigned (applicant) (owner), hereby acknowledges that the information contained herein is true and complete to the best of its knowledge. This _____ day of ________________, 20____.

Applicant
Owner

Notary

Page 1 of 3 10/01/2020
EFFINGHAM COUNTY
FINAL PLAT CHECKLIST

OFFICIAL USE ONLY
Subdivision Name: ____________________________ Project Number: ____________________________
Date Received: ___________ Date Reviewed: ___________ Reviewed by: _________________________

The following checklist is designed to inform applicants as to what is required in preparing final plats for review by Effingham County. The Final Plat must be drawn in ink by a Georgia Registered Land Surveyor on Mylar, and four (4) paper copies must be included. The Final Plat must have all necessary signatures before consideration by the Board of Commissioners. After the Final Plat is approved, the County Clerk will record the Final Plat with Clerk of Superior Court of Effingham County.

<table>
<thead>
<tr>
<th>Office Use</th>
<th>Applicant Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Information:</td>
<td></td>
</tr>
</tbody>
</table>

1. Graphic scale.

2. Lot areas in accordance with the applicable zoning regulation or preliminary plan for planned development.

3. North arrow.

4. Land reference point.

5. Point of beginning designated.

6. Date of preparation (under Surveyor’s signature).

7. Name of Subdivision.

8. Names of adjacent subdivisions and owners of adjoining parcels of land.

9. Names and widths of adjacent streets.

10. Names and widths of streets within subdivision. Names either match existing street names that align with proposed streets, or are not used elsewhere in Effingham County.

11. Plat boundaries darkened.

12. Proposed building setback lines.

13. Location of all existing easements or other existing features.

14. New easements required by Planning Department, County Utilities, Public Works Department, Telephone Company, etc.

15. Lots in new subdivisions are to be numbered consecutively from one to the total number of lots.

16. Lot lines with accurate dimensions in feet and tenths, and angles or bearings to the street when other than 90°.

17. Express dedication statement to the public for streets, alleys, access limitations, right-of-way, parks, school sites, and other public places shown on the attached plat.

18. Name, registration number, and seal of registered land surveyor or professional engineer (signed and dated).

19. Location of city limits and county lines, if applicable.
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>20.</td>
<td>Location on the property to be subdivided of natural features such as streams, lakes, swamps, wetlands, and land subject to flood based on current effective FEMA Flood Insurance Rate Map (FIRM).</td>
</tr>
<tr>
<td>21.</td>
<td>Digital copy of final plat geographically referenced to Georgia State Plane Coordinate System as further described on SUBMITTAL OF FINAL PLATS AND RECORD DRAWINGS</td>
</tr>
<tr>
<td>22.</td>
<td>Certificate of Approval – To be signed by County Commission chair.</td>
</tr>
<tr>
<td>25.</td>
<td>Signed Certificate of Ownership and Dedication – Corporation (Corporate Seal must be affixed to plats; signature of one corporate officer).</td>
</tr>
<tr>
<td>26.</td>
<td>Signed Certificate by Registered Engineer that all permitted improvements were installed in accordance with approved plans, accompanied by two complete sets of as-built: construction plans as record drawings.</td>
</tr>
<tr>
<td>27.</td>
<td>Signed Warranty Deed conveying all streets, utilities, parks, easements, and other government uses (except ponds), in a form approved by the county attorney.</td>
</tr>
<tr>
<td>28.</td>
<td>Maintenance bond, letter of credit, escrow account, or certified check, which is available to the County to cover any necessary repair of infrastructure conveyed by warranty deed for a minimum of 10% of the total construction cost of such improvements.</td>
</tr>
</tbody>
</table>

The undersigned (applicant) (owner), hereby acknowledges that the information contained herein is true and complete to the best of its knowledge.

This _____ day of __________________, 20__.  
________________________________________  
Applicant

________________________________________  
Owner

Notary
Staff Report

Subject: Water Sewer Masterplan Design – GA EPD Tide Study assistance for WLA study of the Ogeechee Run.

Author: Eric Larson, Asst. County Manager

Department: Public Works

Meeting Date: January 18, 2022

Item Description: Approve a task order to provide consultant services to collect data on tide cycles along the Ogeechee Run and Little Ogeechee River to assist GA-EPD with the Waste Load Allocation (WLA) determination of the Ogeechee Run.

Summary Recommendation:
This proposal is for Alliance Consulting Engineers with a tide study for the Little Ogeechee River. This study is a prerequisite to a model study to evaluate a potential new wastewater discharge to Ogeechee Run in Effingham County, GA.

Executive Summary/Background:
- Alliance Consulting Engineers was selected for Indefinite Delivery Contract (IDC) in February 2021.
- In May 2021, Alliance was selected to perform the water and sewer masterplan project to study our systems and prepare for future growth of the County.
- Masterplan contract is $195,000
- The tide study task order is additional work associated with, but not included within, the masterplan project.
- Task Order is $20,000 and include the tide study and coordination with GA-EPD on the WLA determination and the surface discharge permit request.

Alternatives for Commission to Consider
1 - Approve the task order for Alliance Consulting Engineers to provide tide study services to assist GA-EPD with the Waste Load Allocation of Ogeechee Run.
2 – Take no action – Request more information.
3 - Deny

Recommended Alternative: Alternative 1

Other Alternatives: Alternative 2

Department Review: County Engineer; County Attorney

Funding Source: SPLOST.

Attachments: 1. Task Order
EFFINGHAM COUNTY
PROFESSIONAL ENGINEERING SERVICES
COUNTYWIDE WATER AND WASTEWATER MASTER PLAN
NOTICE TO PROCEED FOR ADDITIONAL SERVICES
PROJECT NO. 21162-2051
DATED: December 30, 2021

In accordance with Paragraph 1.1 of the Master Agreement between Owner and Engineer for Professional Services date February 4, 2021 ("Agreement") Owner and Engineer agree as follows:

**Description of Project:** Development of County Wide Water and Water Masterplan for Effingham County, Georgia.

**Services of Engineer:** In accordance with Alliance Consulting Engineers Master Agreement for Services Dated February 4, 2021 and Proposal Dated May 17, 2021 revised herein to include the Additional Services presented below:

- Wastewater Discharge Permit Coordination and Field Support
- Data Analysis and Application Review
- Interface with Georgia Environmental Protection Division
- Ogeechee Tidal Study for the Little Ogeechee River
  - Location Selection for Gauge Deployment
  - Deployment of Gauges for One (1) Month
  - Analysis of Results and Delivery to EPD
  - Coordination with County and State on next phases of work

**Cost of Services:** The method of Payment shall be in accordance with Article 5 – Payment of Services of the Master Agreement (dated February 4, 2021).

- Current Agreement Contract Amount: $195,000
- Additional Services Notice to Proceed: $ 20,000

**Estimated Time Schedule:** Tidal Study Services are expected to be completed in 60 to 90 days from approved Notice to Proceed to factor required Gauge Deployment period.
Agreed as to Scope and Cost of Services, and Time Schedule:

EFFINGHAM COUNTY

BY: Timothy Callanan
County Manager
TITLE

DATE

WITNESS

Address for giving notices:
804 S. Laurel Street
Springfield, Georgia 31329

ALLIANCE CONSULTING ENGINEERS, INC.

BY: Deepal S. Eliatamby, P.E.
President
TITLE

DATE

WITNESS

Address for giving notices:
Post Office Box 8147
Columbia, South Carolina 29202-8147
Proposal Short Form

Client: Alliance Consulting Engineers
Address: 124 Verdae Boulevard, Suite 505
Greenville, South Carolina 29607
Attention: Adam R. Hogan, P.E.
Project Name: Little Ogeechee River Tide Study
E-mail: ahogan@alliancece.com
Phone: 864-284-1740
Cell: 865-508-0110
Effective Date: December 20, 2021
Location: Effingham County, GA

Scope: This proposal is for Water Environment Consultants, LLC (WEC) to assist Alliance Consulting Engineers (Alliance) with a tide study for the Little Ogeechee River. This study is a prerequisite to a model study to evaluate a potential new wastewater discharge to Ogeechee Run in Effingham County, GA. This proposal is based on the web meeting between Georgia EPD, the County, Alliance and WEC during which the wasteload allocation for the potential discharge was discussed. WEC proposes the following scope of services:

- Select two locations for tide gauge deployment;
- Obtain EPD concurrence on tide gauge locations;
- Deploy gauges for 1 month;
- Analyze results and deliver to EPD;
- Coordinate with Alliance, the County and EPD on the next phase of work to evaluate the wasteload allocation for the potential discharge.

This constitutes an initial phase of work. After completing this scope, WEC will provide a second scope of work to include any necessary technical analyses and/or numerical modeling needed to further evaluate the proposed discharge and estimate the likely permit limits. The second scope of work cannot be defined until after the above tide study scope of work is completed.

Schedule: WEC will complete the field work within 45 days of the notice to proceed.

Project Cost: This project will be conducted on a time-and-materials basis at the rates in our attached rate schedule. The cost will not exceed $8,700 unless agreed upon by Alliance. Expenses will be billed at cost, with no markup.

Terms and Conditions: This project will be conducted under the Master Agreement between Alliance and WEC dated June 25, 2021.

Authorization: If this proposal is acceptable, please sign in the space provided below returning one copy.

Authorized By:

[Signature]
Deepal S. Eliatamby, P.E.
(Name)
President
(Title)
January 3, 2022
(Date)

WEC Approval By:

[Signature]
Matt Goodrich, P.E.
(Name)
Principal
(Title)
December 20, 2021
(Date)

Water Environment Consultants, LLC – P.O. Box 2221, Mount Pleasant, SC 29465
Staff Report

Subject: Ratification of Approval of the Change Order #3 for APAC-Atlantic, Inc. for the Blue Jay/McCall Road Intersection Improvements

Author: Alison Bruton, Purchasing Agent

Department: Public Works

Meeting Date: February 15, 2022

Item Description: Approval of Change Order #3 for APAC-Atlantic, Inc.

Summary Recommendation: Staff recommends ratification of approval of Change Order #3 to APAC-Atlantic, Inc. for $48,020.00 for the Blue Jay/McCall Intersection Improvements. APAC-Atlantic will resurface the road from the new intersection to the new right-hand turn lane at McCall Road.

Executive Summary/Background:

- APAC-Atlantic, Inc. was awarded Contract #21-25-002 for the Blue Jay/McCall Road Intersection Improvements in May 2021. Change Order #1 was awarded September 2021 to remove and replace unsuitable soil and Change Order #2 was awarded in October 2021 for the construction of a right-hand turn lane at McCall Road which added an additional 45 days to the project.

- Staff has requested this Change Order to resurface the road beginning at the new section at the improved intersection and continuing to the new right-hand turn lane.

- The cost for this additional work is $48,020.00 bringing the overall contract total to $1,302,633.60

Alternatives for Commission to Consider

1. Ratification of Approval of the Change Order #3 for APAC-Atlantic, Inc. for the Blue Jay/McCall Road Intersection Improvements in the amount of $48,020.00

2. Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Purchasing, Asst. County Manager, Project Manager

Funding Source:

Attachments:

1. Change Order #3

2. Change Order #1 and 2
Change Order #3

Project: ITB 21-25-002 – Blue Jay Rd. and McCall Rd. Realignment

Contract Date: May 5, 2021

Change Order Effective Date: January 7, 2022

Change Order Issued to: APAC – Atlantic, Inc.
47 Telfair Place
Savannah, GA 31415

You are directed to make the following changes to this Contract.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION</th>
<th>UNITS</th>
<th>BID QTY</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Pavement Milling</td>
<td>days</td>
<td>2</td>
<td>Lump Sum</td>
<td>$32,000.00</td>
</tr>
<tr>
<td>2</td>
<td>Paving</td>
<td>days</td>
<td>2</td>
<td>Lump Sum</td>
<td>$10,080.00</td>
</tr>
<tr>
<td>3</td>
<td>Striping</td>
<td>feet</td>
<td>3600LF</td>
<td>$1.20/foot</td>
<td>$4,320.00</td>
</tr>
<tr>
<td>4</td>
<td>Railroad Road Markings</td>
<td>per</td>
<td>3</td>
<td>$540 EA</td>
<td>$1,620.00</td>
</tr>
</tbody>
</table>

The original Contract Sum was...........................................................$ 1,111,588.00

Net change by previously authorized Change Orders..........................$ 143,025.60

The Contract Sum prior to this Change Order was............................$ 1,254,613.60

The Contract Sum will be increased by this Change Order..................$ 48,020.00

The new Contract Sum including this Change Order will be..................$ 1,302,633.60

The Contract Time will be increased by **4** days

The Time allowed for completion is therefore **249** days

---

**Owner**
Effingham County Board of Commissioners
804 S. Laurel Street
Springfield, GA 31329

**Contractor**
APAC – Atlantic, Inc.
47 Telfair Place
Savannah, GA 31415

By: ________________________________  By: ________________________________
Date: ______________________________  Date: ______________________________
Change Order # 1

Project: Construction – Blue Jay & McCall Road Realignment

Contract Date: May 5, 2021

Change Order Effective Date: 09/07/2021

Change Order Issued to: APAC – Atlantic, Inc.
47 Telfair Place
Savannah, GA 31415

You are directed to make the following changes to this Contract.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION</th>
<th>UNITS</th>
<th>BID QTY</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Remove and replace unsuitable soil</td>
<td>CY</td>
<td>1354</td>
<td>$18.90</td>
<td>$25,590.60</td>
</tr>
</tbody>
</table>

The original Contract Sum was ................................................................. $1,111,588.00

Net change by previously authorized Change Orders........................................... $0

The Contract Sum prior to this Change Order was ........................................... $1,111,588.00

The Contract Sum will be increased by this Change Order................................... $25,590.60.00

The new Contract Sum including this Change Order will be ................................... $1,137,178.60

The Contract Time will be increased by 0 days

The Time allowed for completion is therefore ..................................................

Owner
Effingham County Board of Commissioners
601 N. Laurel Street
Springfield, GA 31329

By: Wesley M. Castile
Date: 09/07/2021

Contractor
APAC – Atlantic, Inc
47 Telfair Place
Savannah, GA 31415

By:                 
Date: 25 August 2021
## Change Order # 2

Project: Construction – Blue Jay & McCall Road Realignment

Contract Date: May 5, 2021

Change Order Effective Date: 10/19/2021

Change Order Issued to: APAC – Atlantic, Inc.
47 Telfair Place
Savannah, GA 31415

You are directed to make the following changes to this Contract.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>QUAN</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>Mobilization &amp; General Conditions</td>
<td>1.000</td>
<td>LSU</td>
<td>$10,000.00</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>20</td>
<td>Traffic Control</td>
<td>1.000</td>
<td>LSU</td>
<td>$10,000.00</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>30</td>
<td>Grading Complete</td>
<td>1.000</td>
<td>LSU</td>
<td>$35,000.00</td>
<td>$35,000.00</td>
</tr>
<tr>
<td>40</td>
<td>Clearing and Grubbing</td>
<td>1.000</td>
<td>LSU</td>
<td>$3,500.00</td>
<td>$3,500.00</td>
</tr>
<tr>
<td>60</td>
<td>15&quot; FES GDOT STD 1120</td>
<td>4.000</td>
<td>EA</td>
<td>$1,400.00</td>
<td>$5,600.00</td>
</tr>
<tr>
<td>70</td>
<td>15&quot; RCP</td>
<td>32.000</td>
<td>LF</td>
<td>$110.00</td>
<td>$3,520.00</td>
</tr>
<tr>
<td>75</td>
<td>Add 4' GAB to Drives</td>
<td>50.000</td>
<td>SY</td>
<td>$41.00</td>
<td>$2,050.00</td>
</tr>
<tr>
<td>80</td>
<td>8&quot; GAB</td>
<td>520.000</td>
<td>SY</td>
<td>$22.00</td>
<td>$11,440.00</td>
</tr>
<tr>
<td>90</td>
<td>12.5 MM 2&quot; Superpave</td>
<td>54.000</td>
<td>TON</td>
<td>$169.00</td>
<td>$9,126.00</td>
</tr>
<tr>
<td>100</td>
<td>19 MM 2&quot; Superpave</td>
<td>54.000</td>
<td>TON</td>
<td>$164.00</td>
<td>$8,856.00</td>
</tr>
<tr>
<td>105</td>
<td>18&quot; Roll Curb</td>
<td>110.000</td>
<td>LF</td>
<td>$52.50</td>
<td>$5,775.00</td>
</tr>
<tr>
<td>110</td>
<td>Signage and Striping</td>
<td>1.000</td>
<td>LSU</td>
<td>$5,250.00</td>
<td>$5,250.00</td>
</tr>
<tr>
<td>120</td>
<td>Grassing</td>
<td>1.000</td>
<td>LSU</td>
<td>$1,600.00</td>
<td>$1,600.00</td>
</tr>
<tr>
<td>130</td>
<td>Stone Dumped Rip Rap</td>
<td>20.000</td>
<td>SY</td>
<td>$65.00</td>
<td>$1,300.00</td>
</tr>
<tr>
<td>140</td>
<td>Silt Fence Nonsensitive</td>
<td>550.000</td>
<td>LF</td>
<td>$2.60</td>
<td>$1,430.00</td>
</tr>
<tr>
<td>150</td>
<td>QC/Material Testing</td>
<td>1.000</td>
<td>LSU</td>
<td>$2,100.00</td>
<td>$2,100.00</td>
</tr>
<tr>
<td>160</td>
<td>Remove Existing Concrete</td>
<td>6.000</td>
<td>SY</td>
<td>$148.00</td>
<td>$888.00</td>
</tr>
</tbody>
</table>

GRAND TOTAL: $117,435.00

The original Contract Sum was.................................................$1,111,588.00

Net change by previously authorized Change Orders..........................$25,590.60.00

The Contract Sum prior to this Change Order was..................................$1,137,178.60
The Contract Sum will be increased by this Change Order......................$117,435.00
The new Contract Sum including this Change Order will be......................$1,254,613.60
The Contract Time will be increased by **45** days
The Time allowed for completion is therefore **245 days**

**Owner**

Effingham County Board of Commissioners
601 N. Laurel Street
Springfield, GA 31329

By: ____________________________

Date: **October 19, 2021**

**Contractor**

APAC – Atlantic, Inc
47 Telfair Place
Savannah, GA 31415

By: ____________________________

Williams Evans, Estimator

Date: **10-29-21**
Staff Report

Subject: Resolution Declaring SPLOST Election Results
Author: Tim Callanan – County Manager
Department: Administration
Meeting Date: 01/15/2022
Item Description: Consideration to approve resolution declaring SPLOST election results

Summary Recommendation:
Staff is requesting approval of the resolution

Executive Summary:
In November, Effingham County voters approved the reimplementation of a 1% Special Projects Local Option Sales Tax this resolution officially declares that result for the purpose of issuing bonds also approved in the referendum.

Background:
This resolution will officially declare the results of the election

Alternatives for Commission to Consider:
1. Approve the Resolution declaring the SPLOST election.
2. Provide Staff with Direction

Recommended Alternative:
3. Staff recommends Alternative number 1 – Approve the Resolution declaring the SPLOST election results

Other Alternatives: N/A

Department Review: County Manager and County Attorney

Funding Source:
NA

Attachments:
SPLOST election result resolution
RESOLUTION OF THE BOARD OF COMMISSIONERS OF EFFINGHAM COUNTY DECLARING THE RESULTS OF AN ELECTION HELD ON NOVEMBER 2, 2021

AND

CERTIFICATE OF ELECTION SUPERINTENDENT

WHEREAS, the Board of Commissioners of Effingham County (the “Board of Commissioners”), adopted a resolution on September 7, 2021, to reimpose, levy, and collect a county one percent special purpose local option sales and use tax (the “Special Sales Tax”) and to authorize the issuance of general obligation debt of Effingham County (the “County”), conditioned upon approval by a majority of the qualified voters residing within the County voting in an election thereon to be held on November 2, 2021; and

WHEREAS, a copy of said resolution was delivered to the Chairman of the Board of Elections and Registration of Effingham County, as election superintendent for the County (the “Election Superintendent”), who issued a call for the election; and

WHEREAS, the Election Superintendent caused notice of said election to be published in the newspaper published in the County in which sheriff’s advertisements for the County are published, notifying the qualified voters of the County that on November 2, 2021, an election would be held (the “Election”), said notice having been published for the time and in the manner and containing the specifications and information required by law; and

WHEREAS, the Election was held on November 2, 2021, in accordance with said resolution, call, and notice, and the several managers of the election brought in the returns from the Election as required by law and these officers calling the Election, in the presence of and together with the several managers, consolidated the returns and the results thereof; and

WHEREAS, the consolidated returns found the results of the Election to be as follows:

1% SPLOST ELECTION

Shall a special one percent sales and use tax be reimposed in the special district of Effingham County for a period of time not to exceed six years and for the raising of an estimated amount of $80,000,000.00 for the purpose of funding (1) public buildings capital outlay projects, recreation capital outlay projects, roads, streets, and bridges capital outlay projects, vehicles and equipment capital outlay projects, drainage capital outlay projects, technology capital outlay projects and water and sewer capital outlay projects for Effingham County; (2) water and sewer capital outlay projects, streets and lanes capital outlay projects, public safety capital outlay projects and public safety vehicles, and recreation capital outlay projects for the City of Guyton; (3) water and sewer capital outlay projects, fire capital outlay projects, police capital outlay projects, streets and drainage capital outlay projects, recreation capital outlay projects, and public buildings capital outlay projects for the City of Rincon; and (4) water and sewer capital outlay projects, parks and recreation capital outlay projects, public safety capital outlay projects, streets and drainage capital outlay projects and city buildings capital outlay projects for the City of Springfield?

YES 2,572
NO 1,288
If reimposition of the tax is approved by the voters, such vote shall also constitute approval of the issuance of general obligation debt of Effingham County, Georgia in the principal amount of $16,000,000.00 for the purposes of funding all or a portion of any of the County-Wide Projects."

WHEREAS, a copy of the Election Summary Report and Consolidated Returns filed by the Election Superintendent with the office of the Secretary of State and the Commissioner of the Georgia Department of Revenue is attached hereto and made a part hereof as Exhibit A; and

WHEREAS, a majority of the qualified voters of the County voting in the Election voted in favor of the question which gives approval for the imposition of the Special Sales Tax and the issuance of general obligation debt of the County in the principal amount not to exceed $16,000,000.

NOW, THEREFORE, BE IT RESOLVED AND CERTIFIED AS FOLLOWS:

1. To the extent that the Board of Commissioners may be considered as one of the officers ordering the Election under the provisions of Official Code of Georgia Annotated § 36-82-2, or any other provisions of law which may be deemed applicable, the Board of Commissioners does hereby declare the results of the Election to be in favor of the question set forth above, which constitutes approval of the Special Sales Tax and of the issuance of general obligation debt of the County in the principal amount not to exceed $16,000,000.

2. The consolidated returns of the Election and this resolution shall be entered upon the minutes of this meeting of the Board of Commissioners.

3. The Election Superintendent has prepared copies of the consolidated returns and certified and filed the same as required by law. The Election Superintendent has complied with all other applicable provisions of the Georgia Election Code.

4. The issuance of general obligation debt having been duly approved, ratified and confirmed, statutory notice to that effect shall be served upon the District Attorney of the Ogeechee Judicial Circuit of Georgia, and such notice shall be executed on behalf of the County by its Chairman of the Board of Commissioners so that said District Attorney may, as provided by law, institute proceedings to have such general obligation debt validated.

RESOLUTION APPROVED AND ADOPTED, this January ____, 2022.

EFFINGHAM COUNTY, GEORGIA

By: ________________________________
   Chairman
   Board of Commissioners
Exhibit A

ELECTION SUMMARY REPORT AND CONSOLIDATED RETURNS

[Attached.]
CLERK’S CERTIFICATE

The undersigned Clerk of the Board of Commissioners of Effingham County (the “Board of Commissioners”), keeper of the records and seal thereof, hereby certifies that the foregoing is a true and correct copy of a resolution approved and adopted by majority vote of the Board of Commissioners in meeting assembled on ____________, 2022, the original of which resolution has been entered in the official records of the Board of Commissioners under my supervision and is in my official possession, custody, and control.

I further certify that the meeting was held in conformity with the requirements of Title 50, Chapter 14 of the Official Code of Georgia Annotated.

(SEAL)

Clerk
CERTIFICATE OF ELECTION SUPERINTENDENT

The undersigned Chairman of the Board of Elections and Registration of Effingham County, as Election Superintendent for Effingham County, hereby certifies that a duplicate of the foregoing resolution has been entered in the official records of my office and that the returns described therein and the result of the election as described therein are true and correct.

This __________, 2022.

Chairman
Board of Elections and Registration,
as Election Superintendent
RESOLUTION __________
EFFINGHAM COUNTY COMMISSION DISTRICTS

BE IT RESOLVED BY the Effingham County Board of Commissioners at its meeting held on _______________________, and pursuant to the lawful authority thereof, as follows:

WHEREAS, there has been a growth and other changes in the population of Effingham County, Georgia as determined by the 2020 United States Census population counts:

WHEREAS, it is necessary that the Effingham County Board of Commissioners and the Board of Education election districts be adjusted to comply with the requirements of federal law, including the Federal Voting Rights Act of 1965, as amended;

WHEREAS, the Board of Commissioners and the Board of Education have conferred with and received the technical assistance and approval of the Legislative and Congressional Reapportionment Office of the General Assembly of the State of Georgia in establishing new election districts;

WHEREAS, the Board of Commissioners and the Board of Education conducted a public meeting to receive public input concerning proposed changes to the Board of Commissioners and Board of Education election districts;

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Effingham County, requests the introduction of local legislation to implement changes to the five election districts as proposed on the map of Effingham County (Map Number _____) and as approved by Legislative & Congressional Reapportionment Office; and
BE IT FURTHER RESOLVED that the County Clerk is directed to transmit a copy of this Resolution to the General Assembly.

This _______ day of ________________, 2022.

ATTEST:

________________________________________
Wesley M. Corbitt, Chairman

________________________________________
Forrest Floyd, District 1

________________________________________
Roger Burdette, District 2

________________________________________
Jamie Deloach, District 3

________________________________________
Reginald S. Loper Sr., District 4

________________________________________
Phil Kieffer, District 5

________________________________________
Stephanie D. Johnson, County Clerk
Population Summary

Friday, January 7, 2022

Summary Statistics:

| Population Range: | 12,843 to 13,075 |
| Ratio Range: | 0.02 |
| Absolute Range: | -111 to 121 |
| Absolute Overall Range: | 232 |
| Relative Range: | -0.86% to 0.93% |
| Relative Overall Range: | 1.79% |
| Absolute Mean Deviation: | 79.40 |
| Relative Mean Deviation: | 0.61% |
| Standard Deviation: | 86.20 |

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>12,843</td>
<td>-111</td>
<td>-0.86%</td>
<td>9,587</td>
<td>74.65%</td>
<td>82.82%</td>
<td>6%</td>
<td>4.91%</td>
<td>0.55%</td>
<td>0.24%</td>
<td>0.02%</td>
<td>0.32%</td>
<td>5.15%</td>
</tr>
<tr>
<td>002</td>
<td>12,896</td>
<td>-58</td>
<td>-0.45%</td>
<td>9,229</td>
<td>71.56%</td>
<td>75.57%</td>
<td>11.07%</td>
<td>6.12%</td>
<td>1.98%</td>
<td>0.14%</td>
<td>0.07%</td>
<td>0.31%</td>
<td>4.75%</td>
</tr>
<tr>
<td>003</td>
<td>12,924</td>
<td>-30</td>
<td>-0.23%</td>
<td>9,593</td>
<td>74.23%</td>
<td>74.5%</td>
<td>17.15%</td>
<td>3.16%</td>
<td>0.27%</td>
<td>0.41%</td>
<td>0.01%</td>
<td>0.42%</td>
<td>4.08%</td>
</tr>
<tr>
<td>004</td>
<td>13,031</td>
<td>77</td>
<td>0.59%</td>
<td>9,396</td>
<td>72.1%</td>
<td>70.96%</td>
<td>16.33%</td>
<td>6.07%</td>
<td>0.32%</td>
<td>0.38%</td>
<td>0.06%</td>
<td>0.55%</td>
<td>5.33%</td>
</tr>
<tr>
<td>005</td>
<td>13,075</td>
<td>121</td>
<td>0.93%</td>
<td>9,490</td>
<td>72.58%</td>
<td>68.41%</td>
<td>16.87%</td>
<td>6.67%</td>
<td>2.1%</td>
<td>0.23%</td>
<td>0.06%</td>
<td>0.47%</td>
<td>5.18%</td>
</tr>
</tbody>
</table>

Total: 64,769
Ideal District: 12,954