

MAYOR
Allen Brown

CITY MANAGER
Kenneth Howard

CITY CLERK
Lia Jones

CITY ATTORNEY
Linnie Darden III



**MAYOR AND COUNCIL
REGULAR MEETING**

**AGENDA
3:00 PM
February 16, 2023
Council Chamber**

MAYOR PRO TEM
Keith Jenkins

COUNCIL MEMBERS
Diana Reid
Vicky Nelson
Jason R. Floyd
Karl A. Riles

1. INVOCATION

Bishop A. D. Shaw of Full Gospel Tabernacle COGIC.

2. MINUTES

Approve the Minutes of the February 2, 2023 Council Meeting.

3. UNFINISHED BUSINESS

3.1. AMEND MOBILE FOOD SERVICE ESTABLISHMENT ORDINANCE #2022-08

To Present for Mayor and Council Consideration, Amend Mobile Food Service Establishment Ordinance #2022-08 to Clarify that a Base of Operation is Allowed on all Properties Used for a Single-Family Dwelling.

Action Item

3.2. COH DEVELOPMENT AUTHORITY BOARD

To Present for Mayor and Council Consideration, COH Development Authority Board Appointments will Expire on March 7, 2023. Appointments are Made by Mayor and Council (Justin McCartney), (Paul Johnson) and (Patricia Jackson).

Informational Item

4. PRESENTATIONS

4.1. MASTERS EDUCATION MANAGEMENT DEVELOPMENT PROGRAM

To Present for Mayor and Council Consideration, Acknowledge Lia Jones, City Clerk for Successfully Completing Sixty (60) hours of Coursework and Instruction and Fulfilled the Project Requirements of the Georgia Clerks Education Institute, Clerks Masters Education Management Development Program on February 6, 2023.

Informational Item

5. NEW BUSINESS

5.1. KELLY DRIVE SIDEWALK BID

To Present for Mayor and Council Consideration, Kelly Drive Sidewalk Project Bid.

Action Item

"Home for a Day or a Lifetime"

5.2. GEFA LOAN CW2019022 MODIFICATION RESOLUTION #2023-03

To Present for Mayor and Council Consideration, Resolution #2023-03 Approving the Modification of the City's Georgia Environmental Finance Authority (GEFA) Loan CW2019022 and Authorize the Mayor and City Manager to Sign the Related Documents.

Action Item

6. BUSINESS LICENSE

6.1. YR 2023 ALCOHOL BEVERAGE LICENSE RENEWALS

To Present for Mayor and Council Consideration, **Consumption off Premise:** Patriot Liquor Store.

Action Item

6.2. CLASS V ALCOHOL LICENSE REQUEST

To Present for Mayor and Council Consideration, Liberty County Chamber of Commerce Class V Alcohol License.

Action Item

6.3. CLASS V ALCOHOL LICENSE REQUEST

To Present for Mayor and Council Consideration, Liberty County Chamber of Commerce Class V Alcohol License.

Action Item

6.4. MOBILE FOOD SERVICE ESTABLISHMENT REQUEST

To Present for Mayor and Council Consideration, Stanley Westbrook of Chick Fil A has Requested to Operate a Mobile Food Service Establishment.

Action Item

7. PUBLIC COMMENT

7.1. PUBLIC COMMENT

8. MAYOR ALLEN BROWN

8.1. MAYOR BROWN'S REPORT

9. COUNCILMEMBER RILES - DISTRICT 5

9.1. COUNCILMEMBER RILES REPORT

9.2. MONTHLY CRIME AND CITATION REPORT

9.3. HINESVILLE POLICE DEPARTMENT MERITORIOUS SILVER AWARD

To Present for Mayor and Council Consideration, Recognition of HPD's Receipt of the Meritorious Silver Award.

Informational Item

10. MAYOR PRO TEM JENKINS - DISTRICT 4

10.1. MAYOR PRO TEM JENKINS REPORT

10.2. MONTHLY INSPECTIONS DEPT. REPORT

"Home for a Day or a Lifetime"

11. COUNCILMEMBER NELSON - DISTRICT 3
 - 11.1. COUNCILMEMBER NELSON'S REPORT
 - 11.2. MONTHLY HFD REPORT
12. COUNCILMEMBER FLOYD - DISTRICT 2
 - 12.1. COUNCILMEMBER FLOYD'S REPORT
 - 12.2. MONTHLY BUSINESS LICENSE REPORT
 - 12.3. MONTHLY BIRTHDAYS
 - 12.4. LIBERTY TRANSIT MONTHLY REPORT
 - 12.5. HYC PROGRESS REPORT
13. COUNCILMEMBER REID - DISTRICT 1
 - 13.1. COUNCILMEMBER REID'S REPORT
 - 13.2. MONTHLY ESG OPERATION AND STATUS REPORT
14. CITY MANAGER KENNETH HOWARD
 - 14.1. CITY MANAGER'S REPORT
 - 14.2. SPECIAL TRIBUTE
15. ADJOURN

"Home for a Day or a Lifetime"



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023

Agenda Item: Amend Mobile Food Service Establishment Ordinance #2022-08

Prepared by: Lia Jones

Presented by: Kenneth Howard

PURPOSE: The purpose of this amendment is to clarify that a base of operation (a.k.a. “commissary”) is allowed **on all properties** used for a single-family dwelling. The ordinance in its current form does not specify which zones would allow a home-based base of operations. Rather than specify specific single-family zones, the LCPC recommends that home-based bases of operation be allowed on all properties used for a single-family dwelling, regardless of the zoning.

BACKGROUND: *C. Commissaries.* (4) A home-based location for a base of operation will be established with a Home-Based Business License issued by the City of Hinesville. A base of operation may be placed in an accessory building only in the following zoning districts with a waiver letter signed by the applicant’s attorney if applicable and approved by the Director of the Department of Inspections. R-1, R-2, R-3, and R-4.

FUNDING: N/A

RECOMMENDATION: Approval

ATTACHMENTS:

1. Coastal Courier Notice
2. Mobile Food Service Establishment Ordinance_Redline Revisions
3. Mobile Food Service Establishment Ordinance_Final

PREVIOUS COUNCIL DISCUSSION: N/A

Girls Empowering for Success, Inc., who participated in this year's program. "It also allowed nonprofit leaders time to converse with others and hear how they too were dealing with various issues. These resources will be very useful moving forward."

The program framework was designed by the BIPOC Leadership Council: Alicia Johnson, executive director of Step Up Savannah; Cheri Dean, vice president of Direct Services with United Way of the Coastal Empire; Desti-

Education, Inc., along with United Way Community Investments staff.

"As a new nonprofit, I value this amazing learning experience to support our foundation, to encourage best practices, and to ensure our sustainability," said Carla B. Simmons, executive director and founder of

The Spei-Well Foundation, Inc. and one of the BIPOC Nonprofit Leadership Symposium participants.

"One of the strengths of Savannah's BIPOC nonprofit community is their

vision services to the Savannah community," said Dei Bharath, assistant professor of public administration at Savannah State University and one of the BIPOC Nonprofit Leaders.

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CITY OF HINESVILLE NOTICE

A proposed Ordinance #2022-08, to amend the Code of the City of Hinesville, Georgia, Chapter 9 - Licensing and Business Regulations, Article IV - Miscellaneous Business Regulations, Section 9-108 Mobile Food Service Establishment Regulations; Section 2. Approvals and Licensing. C. Commissaries. Section 3. The base of operations for a home based mobile food service establishment may only be placed in an accessory building on a property for which the principal use is a single-family dwelling and approved by the Director of Inspections; A home-based business license issued by the City of Hinesville shall be obtained in accordance with Section 2(A) and (B) of this chapter; to Provide an Adoption Date; to Provide an Effective Date; and for Other Purposes Allowed by Law, is available for public review in the City Clerk's Office, Monday through Friday between 8:00 a.m. and 5:00 p.m., at City Hall, 115 East M. L. King Jr., Drive, Hinesville, Georgia 31313.

This Ordinance will be presented to Mayor and Council as an informational item at the regular scheduled City Council Meeting to be held on January 5, 2023 and presented as an action item at the regular scheduled City Council Meeting to be held on January 19, 2023 in the City Hall Council Chamber, located at 115 East M.L. King Jr. Drive at 3:00 p.m.

All interested citizens are invited to attend.

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF HINESVILLE, GEORGIA, CHAPTER 9 – LICENSING AND BUSINESS REGULATIONS, ARTICLE IV – MISCELLANEOUS BUSINESS REGULATIONS TO ADD SEC. 9-108 MOBILE FOOD SERVICE ESTABLISHMENT REGULATIONS; TO REGULATE FOOD TRUCKS IN THE CITY OF HINESVILLE; TO PROVIDE AN ADOPTION DATE; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES ALLOWED BY LAW.

WITNESSED:

Whereas, it is the purpose of this Article to protect the public health, safety and general welfare of individuals and the community at large; to establish uniform regulations for the operation of mobile food service units; and to enhance street- level economic opportunities within the City.

Whereas, this Article shall apply to the operation of all mobile food service units within the corporate limits of the City.

NOW THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Hinesville, and it is hereby ordained by the authority of same, that the Ordinance and subsequent amendments regulating the operation of all mobile food service units for the City of Hinesville be amended as follows:

Chapter 9 – Licensing and Business Regulations

Article IV. Miscellaneous Business Regulations

Sec. 9-108 – Mobile Food Service Establishment Regulations

1. Definitions.

- A. *Base of Operation* means a food service establishment, or any other permitted location in which food, containers or supplies are kept, handled, prepared, packaged, stored, or placed in containers for subsequent transport, sale or service elsewhere. A base of operation may also be called a commissary.
- B. *Food Truck Park* means a privately-owned parcel of land where three or more mobile food service establishments that are limited to the sale of food and non-alcoholic beverages to the public are congregated. Participants in a food truck park may share required facilities as needed such as toilet facilities or trash receptacles,

as permitted by the Department of Public Health.

- C. *Mobile Food Service Establishment* means a trailer, pushcart, vehicle vendor or any other similar conveyance operating as an extension of and under the managerial authority of the license holder of its permitted base of operation. This definition encompasses all mobile food service establishments, with the exception of pushcarts. The mobile food service establishment is accessory to the base of operation, which is the location of the business.
- D. *Pushcart* means a human propelled, self-contained, enclosed food service cart.

2. Approvals and Licensing.

- A. *In general.* No person shall operate a mobile food service establishment within the corporate limits of the City without first obtaining the proper licenses and/or permits from the state, county, and City of Hinesville. Mobile Food Service Establishment operators shall at all times comply with the provisions of this Article and all other applicable local, state and federal laws, regulations or rules. All approvals will be issued annually based on the calendar year. No approval issued under this Article may be prorated, transferred, or assigned or used by any person other than the one to whom it is issued, or at any location other than the one for which it is issued.
- B. *Specific requirements.* Any person intending to operate a mobile food service establishment within the corporate limits of the City of Hinesville shall obtain, prior to commencing operation:
 - 1. All permits as may be required to operate a mobile food service establishment by the state, including the Department of Public Health of Liberty County.
 - 2. A City of Hinesville Mobile Food Service Establishment License.
- C. *Commissaries.* All mobile food service establishments must first establish a base of operation before application to operate a mobile food service establishment.
 - 1. A commercial location for a base of operation will be established with a Business License issued by the City of Hinesville. A base of operation is permitted by right in the following zoning districts: C-1, C-2, C-3, D-D, O-I, O-C, or L-I.
 - 2. As directed by the Department of Public Health, no two Mobile Food Service Establishments may share a base of operation. Each establishment requires a dedicated space as decided by the Department of Public Health.

3. ~~A home-based location for a base of operation will be established with a home-based business license issued by the City of Hinesville. A base of operation may be placed in an accessory building only in the following zoning districts with a waiver letter signed by the applicant's attorney if applicable and approved by the Director of the Department of Inspections. R-1, R-2, R-3, and R-4.~~ **The base of operations for a home based mobile food service establishment may only be placed in an accessory building on a property for which the principal use is a single-family dwelling provided that a certificate signed by the applicant's attorney in accordance with section 607(6) of article VI of the Zoning Ordinance and approved by the Director of Inspections; A home-based business license issued by the City of Hinesville shall be obtained in accordance with section 2(A) and (B) of this chapter.**
4. A base of operation may be located outside the city limits of Hinesville. Proof of compliance with local laws shall be required.

D. *Mobile Food Service Establishment License Application.* Applicants seeking mobile food service establishment license approval shall submit an application for such approval to the City Clerk or Designee. Such application shall include, at a minimum:

1. The mobile food service establishment license application as distributed by the Business License Department, which includes;
 - a. The name, address, telephone number, and email address of the mobile food service establishment's owner(s) of record. If the owner is a non-natural person, a human point of contact will be identified;
 - b. Information identifying the mobile service unit including, its make, model and license plate number, together with a photograph of the mobile food service establishment;
 - c. The corporate and, where applicable, trade name of the base of operation associated with the mobile food service establishment;
 - d. A listing of operating locations, schedule for operation, and hours of operation for each site on which the mobile food service establishment intends to conduct business;
 - e. Signatures from the owners of the properties on which the truck intends to operate.
 - f. A listing of Mobile Food Service Establishment operators who will be driving the vehicle and copies of their driver's license. Applicants will

be responsible for notifying the Business License Office when there is a change in driver or driver's license status.

2. A copy of the base of operation's approved business license from the appropriate governing authority. Where the base of operation is located outside Liberty County, the applicant shall provide evidence of compliance with that district's requirements.
3. A copy of the approved permit and inspection certificate for the base of operation issued by the applicable Department of Public Health;
4. A legible site plan to include distance for each location illustrating the location of the mobile food service establishment, required queue space, and any outdoor seating;
5. A non-refundable application fee paid to the City of Hinesville as set forth in the Fee Schedule.

3. Grant or Denial of Application

Review and consideration of an application shall be conducted in accordance with principles of due process. Approval is conditional upon the applicant's compliance with applicable local, state, or federal laws.

4. Operational Requirements and Provisions

- A. Mobile food service establishments shall not conduct business within the public right-of-way, with the exception of special events recognized by the City of Hinesville for which the mobile food service establishment has received pre-approval from the City Manager.
- B. Mobile food service establishments shall not operate on private property without written consent from the property owner.
- C. Mobile food service establishments shall comply with all applicable grease interceptor standards.
- D. The Department of Public Health mobile food service establishment permit, together with all applicable health certificates, including food inspection reports, pertaining to the units, shall be firmly attached in a prominent location, which shall be plainly visible to the public at all times the mobile food service establishment is conducting business.

- E. Any driver of a mobile food service establishment must possess a valid driver's license.
- F. Mobile food service establishments may conduct business only within the zones designated for such activity as listed here: C-1, C-2, C-3, D-D, O-I, O-C, and all Residential Districts with special permit uses.
- G. A mobile food service establishment ~~court~~-park may be located only in D-D, C-1, C-2, or C-3 zoning districts.
- H. When conducting business, mobile food service establishments shall provide no less than nine feet of unobstructed horizontal pedestrian clearance on private property, as measured from the main service window.
- I. Mobile food service establishments may only park in pre-approved locations when not in operation as indicated on the mobile food service establishment license application.
- J. Mobile food service establishments shall comply with all applicable local, state, and federal health and safety laws, regulations and rules.
- K. Mobile food service establishments may place one temporary sandwich board not greater than 16 ft² in area for advertisement purposes and not more than four feet from the main service window.
- L. Mobile food service establishments may not conduct business within 200 feet of a brick-and-mortar restaurant as measured from the main entrance of the restaurant to the main service window of the mobile food service establishment. Mobile food service establishments within a food ~~court~~-park are exempted from this restriction.
- M. Mobile food service establishments may not conduct business in a manner that blocks or impedes pedestrian or vehicular traffic, with the exception of special events recognized by the City of Hinesville.
- N. Mobile food service establishments may not conduct business with any person who is seated in a motor vehicle.
- O. No more than two mobile food service establishments may operate independently on a single property, with the exception of special events recognized by the City of Hinesville.
- P. Pushcarts are not permitted by right under this ordinance and may only be used for special events with the express permission of the City Manager as well as approval from the Department of Public Health.
- Q. Toilet Facilities – adequate access for employees to toilet facilities within 200 feet is

required for all mobile food service establishments. See Georgia Department of Public Health 511-6-1.06(2)(h).

- R. The City Council may permit licensed mobile food service establishments to operate at special events regardless of zoning.
- S. Mobile and temporary cooking operations shall not block any required exits, fire department access roads, fire lanes, fire hydrants, fire department connections to automatic sprinkler and standpipes or other fire protection devices and equipment.
- T. Mobile and temporary cooking operations shall be separated from buildings or structures, combustible materials, vehicles and other cooking operations by a minimum of 10 feet and at least 20 feet from tents and other membrane structures.
- U. Covers shall be installed on fryers to prevent cooking oil from spilling while mobile food vehicle is in motion.
- V. Any mobile food service establishment using solid fuel cooking appliances (wood, charcoal, etc.) with a fire box of 5 cubic feet or less, must provide either a 1.6-Gal Class K extinguisher or a water extinguisher, in addition to a Class 2-A 10BC ABC extinguisher.

5. Mobile food service establishment parks

- A. A mobile food service establishment park may be established on a privately-owned commercial property zoned C-1, C-2, C-3, or D-D on a property no less than 30,000 square feet.
- B. Mobile food service establishments in a food truck park may share toilet facilities, parking spaces, outdoor temporary/permanent seating, trash receptacles, and other facilities as approved by the Department of Public Health.
- C. A mobile food service establishment park site plan showing paved access and adequate off-street parking shall be submitted to the LCPC for review. The minimum number of designated parking ~~spots~~ spaces required for a mobile food service establishment park shall be four per mobile food service establishment park.
- C.D. Food truck parks shall have restroom facilities that meet ADA requirements.

6. Trash

- A. Each mobile food service establishment shall provide a suitably sized receptacle for trash, which shall be located within ten feet of the service window of the unit. It shall be maintained and regularly emptied. All waste generated by the mobile food service establishment's operation, including that associated with its customers and staff, must be disposed of at the base of operation or another approved location.
- B. The area within which a mobile food service establishment operates shall, at all times, be kept clean and free from trash, garbage, rubble and debris. For purposes of this Section, a mobile food service establishment shall be responsible for operating in a safe and hygienic space to conduct business.

7. Fire Safety

To minimize the threat to public safety posed by fire, the following apply:

- A. *Combustible gas detector.* Prior to the operation of any combustible gas-fueled appliances, all visible connections shall be inspected for leakage utilizing a combustible gas detector. Detected leaks shall be repaired before any gas-fueled appliance is operated.
- B. *Liquid Propane Systems.* Propane and natural gas tanks shall be shut off while the mobile food vehicle is in motion, unless the tank is equipped with an impact detection shut off device approved by the U.S. DOT. Propane and natural gas tanks must always be shut off while the vehicle is unattended and/or in overnight storage. Mounted tanks must be secure (NFPA 58 5.2.4) and conform with NFPA standards relating to the safe mounting of tanks as described in NFPA 58 6.23.3.3. and be capable of withstanding impact requirements as required by the NFPA (NFPA 58 6.23.3.4.).
- C. *Portable fire extinguishers.* All mobile food service establishments shall be equipped with a readily accessible multipurpose dry chemical portable fire extinguisher with a minimum rating of 2A 10BC. All mobile food service establishments utilizing fats or cooking oils, including those that produce grease, grease laden vapors or oily byproducts, shall, in addition to the ABC fire extinguisher, be equipped with a readily accessible Class K portable fire extinguisher. All required fire extinguishers shall be maintained in compliance with National Fire Protection Association 10, as amended.
- D. *Operations prior to set up.* Propane and natural gas tanks shall be shut off while the mobile food vehicle is in motion, unless the tank is equipped with an impact detection

shut off device approved by the U.S. DOT. Mobile food service establishments are prohibited from igniting, starting or operating any cooking appliances requiring heat, electricity or combustible gases while traveling upon any street, road or highway. Food warming or hot holding appliances are exempt from this requirement.

- E. *Exhaust creating nuisance.* Emission of exhaust gases or smoke shall not be handled in such a manner as to constitute a nuisance, pursuant to section 11.7 of the ordinance.
- F. *Hood cleaning and maintenance.* Mobile food service establishments shall be maintained and regularly cleaned to minimize the buildup of grease and other combustible residues. This includes all interior and exterior surfaces upon which grease can or may accumulate including, but not limited to, hold filter surfaces, plenums, ducts, exhaust fans and exterior cowling.
- G. *Fire suppression system inspections.* All mobile food service establishment fire suppression systems shall be inspected and maintained in accordance with the applicable provisions of the National Fire Protection Association. The system shall be tagged in accordance with the Rules and Regulations of the Georgia Safety Fire Commissioner.
- H. Liquified petroleum gas systems on mobile food vehicles and temporary cooking operations shall comply with the currently adopted IFC Section 319+.8 and Chapter 61, NFPA 5 and Chapter 120-3-6.
- I. A listed LP gas alarm shall be installed within the vehicle in the vicinity of LP gas system components, in accordance with the manufacturer's instructions per IFC Section 319.8.5.
- J. A shutoff valve shall be readily accessible and identified with a sign permanently affixed to the vehicle in reflective decal material with letters a minimum of two (2) inches.
- K. Fabric awnings, if present, shall be fire rated to comply with IFC Section 3104 and NFPA 701. Mobile food service operators shall provide documentation or remove fabric awning.

8. Generators

- A. Generators shall be in safe working condition and properly grounded.
- B. Non-permanently mounted generators shall be located at least 25 feet from combustibles or public gathering areas.

- C. Generators shall not be refueled when generator is in operation or within 20 feet of the mobile food vehicle.
- D. Generators shall not be operated within 20 feet of tents or other membrane structures.
- E. Should generators be mounted in a storage compartment on the mobile food vehicle, the generator must be vented to the exterior to prevent fumes from entering the mobile food vehicle.

9. Enforcement and Sanctions

- A. Mobile Food Services Establishments shall be inspected by the Fire Marshall, City Inspector or other duly empowered officer for compliance with this ordinance.
- B. To ensure the continued application of the intent and purpose of this Article, the City Manager shall notify the owner(s) and operator(s) and, where applicable, the Department of Public Health, of all instances in which a citation is issued to a mobile food service establishment.
- C. The City Clerk or designee shall be responsible for maintenance of all code violation charges, founded accusations and convictions concerning mobile food service establishments. When a mobile food service establishment owner or operator accumulates three code violations for a particular mobile food service unit within a period of twelve consecutive months, the City shall revoke the mobile food service establishment's license and reject all applications for mobile food service establishment license approval by the concerned owner(s) and operator(s) for a period of twelve consecutive months following the date of revocation.
- D. If a mobile food service establishment owner or operator has been cited for and found to be in violation of any zoning, health or life safety code provision, the owner or operator must demonstrate compliance with the applicable code prior to being eligible to continue operations under the current approval.
- E. Violations of this Article are subject to the following sanctions, which may not be waived or reduced, and which may be combined with any other legal remedy available to the City:
 - 1. First violation: \$500
 - 2. Second violation within 12 months of the first: \$750
 - 3. Third violation within 12 months of the first: \$1,000 and revocation of the Mobile

food service establishment license. Mobile food service establishment license approvals will be revoked for the remainder of the calendar year.

- F. Nothing in this section shall limit the City from enforcement of its code, state or federal law by any other legal remedy available to the City. Nothing in this section shall be construed to limit or supplant the power of any City inspector, Fire marshal or other duly empowered officer under the City's ordinances, rules and regulations or the authority granted under state law, as amended, to take necessary action, consistent with the law, to protect the public from operation of a mobile food service establishment as a nuisance, including abatement thereof by lawful means.

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF HINESVILLE, GEORGIA, CHAPTER 9 – LICENSING AND BUSINESS REGULATIONS, ARTICLE IV – MISCELLANEOUS BUSINESS REGULATIONS TO ADD SEC. 9-108 MOBILE FOOD SERVICE ESTABLISHMENT REGULATIONS; TO REGULATE FOOD TRUCKS IN THE CITY OF HINESVILLE; TO PROVIDE AN ADOPTION DATE; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES ALLOWED BY LAW.

WITNESSED:

Whereas, it is the purpose of this Article to protect the public health, safety and general welfare of individuals and the community at large; to establish uniform regulations for the operation of mobile food service units; and to enhance street- level economic opportunities within the City.

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Chapter 9 – Licensing and Business Regulations

Article IV. Miscellaneous Business Regulations

Sec. 9-108 – Mobile Food Service Establishment Regulations

1. Definitions.

- A. *Base of Operation* means a food service establishment, or any other permitted location in which food, containers or supplies are kept, handled, prepared, packaged, stored, or placed in containers for subsequent transport, sale or service elsewhere. A base of operation may also be called a commissary.
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as permitted by the Department of Public Health.

- C. *Mobile Food Service Establishment* means a trailer, pushcart, vehicle vendor or any other similar conveyance operating as an extension of and under the managerial authority of the license holder of its permitted base of operation. This definition encompasses all mobile food service establishments, with the exception of pushcarts. The mobile food service establishment is accessory to the base of operation, which is the location of the business.
- D. *Pushcart* means a human propelled, self-contained, enclosed food service cart.

2. Approvals and Licensing.

- A. *In general.* No person shall operate a mobile food service establishment within the corporate limits of the City without first obtaining the proper licenses and/or permits from the state, county, and City of Hinesville. Mobile Food Service Establishment operators shall at all times comply with the provisions of this Article and all other applicable local, state and federal laws, regulations or rules. All approvals will be issued annually based on the calendar year. No approval issued under this Article may be prorated, transferred, or assigned or used by any person other than the one to whom it is issued, or at any location other than the one for which it is issued.
- B. *Specific requirements.* Any person intending to operate a mobile food service establishment within the corporate limits of the City of Hinesville shall obtain, prior to commencing operation:
 - 1. All permits as may be required to operate a mobile food service establishment by the state, including the Department of Public Health of Liberty County.
 - 2. A City of Hinesville Mobile Food Service Establishment License.
- C. *Commissaries.* All mobile food service establishments must first establish a base of operation before application to operate a mobile food service establishment.
 - 1. A commercial location for a base of operation will be established with a Business License issued by the City of Hinesville. A base of operation is permitted by right in the following zoning districts: C-1, C-2, C-3, D-D, O-I, O-C, or L-I.
 - 2. As directed by the Department of Public Health, no two Mobile Food Service Establishments may share a base of operation. Each establishment requires a dedicated space as decided by the Department of Public Health.

3. The base of operations for a home based mobile food service establishment may only be placed in an accessory building on a property for which the principal use is a single-family dwelling approved by the Director of Inspections; A home-based business license issued by the City of Hinesville shall be obtained in accordance with section 2(A) and (B) of this chapter.
4. A base of operation may be located outside the city limits of Hinesville. Proof of compliance with local laws shall be required.

D. *Mobile Food Service Establishment License Application.* Applicants seeking mobile food service establishment license approval shall submit an application for such approval to the City Clerk or Designee. Such application shall include, at a minimum:

1. The mobile food service establishment license application as distributed by the Business License Department, which includes;
 - a. The name, address, telephone number, and email address of the mobile food service establishment's owner(s) of record. If the owner is a non-natural person, a human point of contact will be identified;
 - b. Information identifying the mobile service unit including, its make, model and license plate number, together with a photograph of the mobile food service establishment;
 - c. The corporate and, where applicable, trade name of the base of operation associated with the mobile food service establishment;
 - d. A listing of operating locations, schedule for operation, and hours of operation for each site on which the mobile food service establishment intends to conduct business;
 - e. Signatures from the owners of the properties on which the truck intends to operate.
 - f. A listing of Mobile Food Service Establishment operators who will be driving the vehicle and copies of their driver's license. Applicants will be responsible for notifying the Business License Office when there is a change in driver or driver's license status.
2. A copy of the base of operation's approved business license from the appropriate governing authority. Where the base of operation is located outside Liberty County, the applicant shall provide evidence of compliance with that

district's requirements.

3. A copy of the approved permit and inspection certificate for the base of operation issued by the applicable Department of Public Health;
4. A legible site plan to include distance for each location illustrating the location of the mobile food service establishment, required queue space, and any outdoor seating;
5. A non-refundable application fee paid to the City of Hinesville as set forth in the Fee Schedule.

3. Grant or Denial of Application

Review and consideration of an application shall be conducted in accordance with principles of due process. Approval is conditional upon the applicant's compliance with applicable local, state, or federal laws.

4. Operational Requirements and Provisions

- A. Mobile food service establishments shall not conduct business within the public right-of-way, with the exception of special events recognized by the City of Hinesville for which the mobile food service establishment has received pre-approval from the City Manager.
- B. Mobile food service establishments shall not operate on private property without written consent from the property owner.
- C. Mobile food service establishments shall comply with all applicable grease interceptor standards.
- D. The Department of Public Health mobile food service establishment permit, together with all applicable health certificates, including food inspection reports, pertaining to the units, shall be firmly attached in a prominent location, which shall be plainly visible to the public at all times the mobile food service establishment is conducting business.
- E. Any driver of a mobile food service establishment must possess a valid driver's license.
- F. Mobile food service establishments may conduct business only within the zones designated for such activity as listed here: C-1, C-2, C-3, D-D, O-I, O-C, and all Residential Districts with special permit uses.
- G. A mobile food service establishment park may be located only in D-D, C-1, C-2, or C-

3 zoning districts.

- H. When conducting business, mobile food service establishments shall provide no less than nine feet of unobstructed horizontal pedestrian clearance on private property, as measured from the main service window.
- I. Mobile food service establishments may only park in pre-approved locations when not in operation as indicated on the mobile food service establishment license application.
- J. Mobile food service establishments shall comply with all applicable local, state, and federal health and safety laws, regulations and rules.
- K. Mobile food service establishments may place one temporary sandwich board not greater than 16 ft² in area for advertisement purposes and not more than four feet from the main service window.
- L. Mobile food service establishments may not conduct business within 200 feet of a brick-and-mortar restaurant as measured from the main entrance of the restaurant to the main service window of the mobile food service establishment. Mobile food service establishments within a food park are exempted from this restriction.
- M. Mobile food service establishments may not conduct business in a manner that blocks or impedes pedestrian or vehicular traffic, with the exception of special events recognized by the City of Hinesville.
- N. Mobile food service establishments may not conduct business with any person who is seated in a motor vehicle.
- O. No more than two mobile food service establishments may operate independently on a single property, with the exception of special events recognized by the City of Hinesville.
- P. Pushcarts are not permitted by right under this ordinance and may only be used for special events with the express permission of the City Manager as well as approval from the Department of Public Health.
- Q. Toilet Facilities – adequate access for employees to toilet facilities within 200 feet is required for all mobile food service establishments. See Georgia Department of Public Health 511-6-1.06(2)(h).
- R. The City Council may permit licensed mobile food service establishments to operate at special events regardless of zoning.
- S. Mobile and temporary cooking operations shall not block any required exits, fire

department access roads, fire lanes, fire hydrants, fire department connections to automatic sprinkler and standpipes or other fire protection devices and equipment.

- T. Mobile and temporary cooking operations shall be separated from buildings or structures, combustible materials, vehicles and other cooking operations by a minimum of 10 feet and at least 20 feet from tents and other membrane structures.
- U. Covers shall be installed on fryers to prevent cooking oil from spilling while mobile food vehicle is in motion.
- V. Any mobile food service establishment using solid fuel cooking appliances (wood, charcoal, etc.) with a fire box of 5 cubic feet or less, must provide either a 1.6-Gal Class K extinguisher or a water extinguisher, in addition to a Class 2-A 10BC ABC extinguisher.

5. Mobile food service establishment park

- A. A mobile food service establishment park may be established on a privately-owned commercial property zoned C-1, C-2, C-3, or D-D on a property no less than 30,000 square feet.
- B. Mobile food service establishments in a food truck park may share toilet facilities, parking spaces, outdoor temporary/permanent seating, trash receptacles, and other facilities as approved by the Department of Public Health.
- C. A mobile food service establishment park site plan showing paved access and adequate off-street parking shall be submitted to the LCPC for review. The minimum number of designated parking spaces required for a mobile food service establishment park shall be four per mobile food service establishment park.
- D. Food truck parks shall have restroom facilities that meet ADA requirements.

6. Trash

- A. Each mobile food service establishment shall provide a suitably sized receptacle for trash, which shall be located within ten feet of the service window of the unit. It shall be maintained and regularly emptied. All waste generated by the mobile food service establishment's operation, including that associated with its customers and staff, must be disposed of at the base of operation or another approved location.

- B. The area within which a mobile food service establishment operates shall, at all times, be kept clean and free from trash, garbage, rubble and debris. For purposes of this Section, a mobile food service establishment shall be responsible for operating in a safe and hygienic space to conduct business.

7. Fire Safety

To minimize the threat to public safety posed by fire, the following apply:

- A. *Combustible gas detector.* Prior to the operation of any combustible gas-fueled appliances, all visible connections shall be inspected for leakage utilizing a combustible gas detector. Detected leaks shall be repaired before any gas-fueled appliance is operated.
- B. *Liquid Propane Systems.* Propane and natural gas tanks shall be shut off while the mobile food vehicle is in motion, unless the tank is equipped with an impact detection shut off device approved by the U.S. DOT. Propane and natural gas tanks must always be shut off while the vehicle is unattended and/or in overnight storage. Mounted tanks must be secure (NFPA 58 5.2.4) and conform with NFPA standards relating to the safe mounting of tanks as described in NFPA 58 6.23.3.3. and be capable of withstanding impact requirements as required by the NFPA (NFPA 58 6.23.3.4.).
- C. *Portable fire extinguishers.* All mobile food service establishments shall be equipped with a readily accessible multipurpose dry chemical portable fire extinguisher with a minimum rating of 2A 10BC. All mobile food service establishments utilizing fats or cooking oils, including those that produce grease, grease laden vapors or oily byproducts, shall, in addition to the ABC fire extinguisher, be equipped with a readily accessible Class K portable fire extinguisher. All required fire extinguishers shall be maintained in compliance with National Fire Protection Association 10, as amended.
- D. *Operations prior to set up.* Propane and natural gas tanks shall be shut off while the mobile food vehicle is in motion, unless the tank is equipped with an impact detection shut off device approved by the U.S. DOT. Mobile food service establishments are prohibited from igniting, starting or operating any cooking appliances requiring heat, electricity or combustible gases while traveling upon any street, road or highway. Food warming or hot holding appliances are exempt from this requirement.
- E. *Exhaust creating nuisance.* Emission of exhaust gases or smoke shall not be handled in

such a manner as to constitute a nuisance, pursuant to section 11.7 of the ordinance.

- F. *Hood cleaning and maintenance.* Mobile food service establishments shall be maintained and regularly cleaned to minimize the buildup of grease and other combustible residues. This includes all interior and exterior surfaces upon which grease can or may accumulate including, but not limited to, hold filter surfaces, plenums, ducts, exhaust fans and exterior cowling.
- G. *Fire suppression system inspections.* All mobile food service establishment fire suppression systems shall be inspected and maintained in accordance with the applicable provisions of the National Fire Protection Association. The system shall be tagged in accordance with the Rules and Regulations of the Georgia Safety Fire Commissioner.
- H. Liquified petroleum gas systems on mobile food vehicles and temporary cooking operations shall comply with the currently adopted IFC Section 319+.8 and Chapter 61, NFPA 5 and Chapter 120-3-6.
- I. A listed LP gas alarm shall be installed within the vehicle in the vicinity of LP gas system components, in accordance with the manufacturer's instructions per IFC Section 319.8.5.
- J. A shutoff valve shall be readily accessible and identified with a sign permanently affixed to the vehicle in reflective decal material with letters a minimum of two (2) inches.
- K. Fabric awnings, if present, shall be fire rated to comply with IFC Section 3104 and NFPA 701. Mobile food service operators shall provide documentation or remove fabric awning.

8. Generators

- A. Generators shall be in safe working condition and properly grounded.
- B. Non-permanently mounted generators shall be located at least 25 feet from combustibles or public gathering areas.
- C. Generators shall not be refueled when generator is in operation or within 20 feet of the mobile food vehicle.
- D. Generators shall not be operated within 20 feet of tents or other membrane structures.
- E. Should generators be mounted in a storage compartment on the mobile food vehicle, the generator must be vented to the exterior to prevent fumes from entering the mobile food vehicle.

9. Enforcement and Sanctions

- A. Mobile Food Services Establishments shall be inspected by the Fire Marshall, City Inspector or other duly empowered officer for compliance with this ordinance.
- B. To ensure the continued application of the intent and purpose of this Article, the City Manager shall notify the owner(s) and operator(s) and, where applicable, the Department of Public Health, of all instances in which a citation is issued to a mobile food service establishment.
- C. The City Clerk or designee shall be responsible for maintenance of all code violation charges, founded accusations and convictions concerning mobile food service establishments. When a mobile food service establishment owner or operator accumulates three code violations for a particular mobile food service unit within a period of twelve consecutive months, the City shall revoke the mobile food service establishment's license and reject all applications for mobile food service establishment license approval by the concerned owner(s) and operator(s) for a period of twelve consecutive months following the date of revocation.
- D. If a mobile food service establishment owner or operator has been cited for and found to be in violation of any zoning, health or life safety code provision, the owner or operator must demonstrate compliance with the applicable code prior to being eligible to continue operations under the current approval.
- E. Violations of this Article are subject to the following sanctions, which may not be waived or reduced, and which may be combined with any other legal remedy available to the City:
 - 1. First violation: \$500
 - 2. Second violation within 12 months of the first: \$750
 - 3. Third violation within 12 months of the first: \$1,000 and revocation of the Mobile food service establishment license. Mobile food service establishment license approvals will be revoked for the remainder of the calendar year.
- F. Nothing in this section shall limit the City from enforcement of its code, state or federal law by any other legal remedy available to the City. Nothing in this section shall be construed to limit or supplant the power of any City inspector, Fire marshal or other duly empowered officer under the City's ordinances, rules and regulations or the authority granted under state

law, as amended, to take necessary action, consistent with the law, to protect the public from operation of a mobile food service establishment as a nuisance, including abatement thereof by lawful means.

EFFECTIVE DATE

This ordinance shall become effective on _____ day of _____, 2023.

APPROVED this _____ day of _____, 2023, by the Mayor and Council of the City of Hinesville.

Allen Brown, Mayor

Keith Jenkins, Mayor Pro Tem

Diana F. Reid, Councilmember

Jason R. Floyd, Councilmember

Vicky C. Nelson, Councilmember

Karl A. Riles, Councilmember

ATTEST:

Lia Jones, City Clerk



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023

Agenda Item: COH Development Authority Board

Prepared by: Shamika Wilson

Presented by: Kenneth Howard

PURPOSE: Appointments to the City of Hinesville Development Authority will expire on **March 7, 2023**. The term of office of Board members shall be for a four (4) year term. These appointments are made by Mayor and Council. The following appointments require reappointment.

- Mayor and Council - Justin McCartney
- Mayor and Council - Patricia Jackson
- Mayor and Council - Paul Johnson

BACKGROUND: None

FUNDING: None

RECOMMENDATION:

ATTACHMENTS:

1. COH Development Authority Board

PREVIOUS COUNCIL DISCUSSION:

STANDING
BOARDS/COMMISSIONS/AUTHORITIES
APPOINTEES

City of Hinesville Development Authority						
APPOINTED BY	CURRENT APPOINTEES	RESIDES IN DISTRICT	TERMS SERVED	LENGTH OF TERM	TERM BEGAN	TERM EXPIRES
Mayor and Council	Allen Brown			4 years		End of Term
Mayor and Council	Donald Lovette	3		4 years	03/07/2013	03/07/2025
Mayor and Council	*McKesson Stafford	3		4 years	03/07/2019	
Mayor and Council	Justin McCartney	2	2	4 years	03/07/2013	03/07/2023
Mayor and Council	Patricia Jackson	1	1	4 years	03/07/2019	03/07/2023
Mayor and Council	Paul Johnson	4	2	4 years	03/07/2013	03/07/2023
Mayor and Council	Robert Bell	5	2	4 years	03/07/2013	03/07/2025

Resolution #2013-05 dated February 21, 2013

Resolution #2013-08 dated March 7, 2013

***Mr. Stafford will serve until another citizen is recommended by Councilmember Nelson**



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023

Agenda Item: Masters Education Management Development Program

Prepared by: Shantez Herrington

Presented by: Kenneth Howard

PURPOSE: To Present for Mayor and Council Consideration, Acknowledge Lia Jones, City Clerk for Successfully Completing Sixty (60) hours of Coursework and Instruction and Fulfilled the Project Requirements of the Georgia Clerks Education Institute, Clerks Masters Education Management Development Program on February 6, 2023.

BACKGROUND: In 1980, the International Institute of Municipal Clerks implemented the Academy for Advanced Education. The purpose is to acknowledge, promote, and guide advanced training and continued professional growth. In support of this effort, an advanced education program was instituted in Georgia in 1982. The program provides an opportunity for certified city and county clerks to continue supervisory and management development and professional growth. Now named the Masters Education Management Development Program, the program was planned by the certification committee, has been updated in collaboration with Vinson Institute faculty, and is offered in conjunction with the fall/winter Georgia Clerks Education Institute conferences.

The Masters Education Management Development Program features three key components: (1) ten extensive courses, (2) peer networking, and (3) special project.

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. MMC Clerk's Program

PREVIOUS COUNCIL DISCUSSION:





City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Kelly Drive Sidewalk Bid
Prepared by: Paul Simonton
Presented by: Paul Simonton

PURPOSE: Consider Bid for Kelly Drive Sidewalk Project

BACKGROUND: The project includes installation of sidewalks, curb & gutter plus drainage improvements on...

- Kelly Drive from Pineland Ave to Live Oak Dr
- Liveoak Drive between Kelly Dr and Amanda Lane.

In addition, the project includes replacement of the storm drain under the driveway to Trinity Missionary Church.

The project was posted and advertised at the following locations.

1. The City's website
2. The Coastal Courier
3. The Georgia Procurement Site
4. Dodge Data and Analytics website and Notifications
5. ConstructConnect website and Notifications

A Prebid conference was held on January 11, 2023. The following contractors attended that Prebid conference

1. Sittle Construction, Hinesville
2. Taylors Creek Construction, Hinesville
3. Platinum Paving and Concrete, Bloomingdale
4. Cox Creative Products and Construction, Savannah

On February 1, 2023, a bid opening was held at City Hall; we received one bid for the project. Sittle Construction Co. - \$1,039,813.66

FUNDING: Funding is from TSPLOST

RECOMMENDATION: Consider for award, a sole source bid on the project in the amount of \$1,039,813.66 and award to Sittle Construction.

ATTACHMENTS:

1. 2021-89 Bid tabulation

PREVIOUS COUNCIL DISCUSSION: None

Bid Items - Kelly Dr Sidewalk & Roadway Improvements
for
City of Hinesville
SE Project No. 2021-89

I certify that this tabulation is a true
representation of the bid received on
February 1, 2023

Sittle Construction, Inc.



Item No.	Estimated Quantity	Units	Description	Unit Price	Total Price
1					
			DEMOLITION		
A.	105	SY	Asphalt Removal	\$ 100.00	\$ 10,500.00
B.	25	LF	Curb & Gutter Removal	\$ 30.00	\$ 750.00
C.	1	LS	Abandon, Seal & Grout Ex. Drainage Pipe	\$ 23,000.00	\$ 23,000.00
			DEMOLITION SUBTOTAL:		\$ 34,250.00
2					
			EARTHWORK		
A.	1	LS	Grading (1,825 LF Road)		\$ 79,903.00
B.	1	LS	Fine Grading (3,650 LF Shoulder)		\$ 88,304.00
C.	1	LS	Clearing & Grubbing		\$ 20,000.00
			EARTHWORK SUBTOTAL:		\$ 188,207.00
3					
			ROADWAY		
A.	3,600	LF	24" Standard Concrete Curb & Gutter	\$ 28.00	\$ 100,800.00
B.	1,283	SY	6" Crusher Run Base	\$ 19.00	\$ 24,377.00
C.	487	SY	2" 12.5 mm Superpave Asphalt	\$ 40.00	\$ 19,480.00
D.	2	EA	Concrete Flume	\$ 1,000.00	\$ 2,000.00
			ROADWAY SUBTOTAL:		\$ 146,657.00
4					
			STORM DRAINAGE		
A.	147	LF	12" HDPE Storm Pipe	\$ 64.18	\$ 9,434.46
B.	203	LF	15" HDPE Storm Pipe	\$ 71.50	\$ 14,514.50
C.	1,240	LF	18" HDPE Storm Pipe	\$ 78.50	\$ 97,340.00
D.	58	LF	24" HDPE Storm Pipe	\$ 125.90	\$ 7,302.20
E.	50	LF	36" RCP	\$ 152.00	\$ 7,600.00
F.	1	EA	18" End Section	\$ 1,980.00	\$ 1,980.00
G.	1	EA	24" End Section	\$ 2,393.00	\$ 2,393.00
H.	1	EA	24" Headwall	\$ 6,287.00	\$ 6,287.00
I.	20	EA	Grate/Yard Inlet	\$ 4,895.00	\$ 97,900.00
J.	10	EA	Catch Basin/Curb Inlet	\$ 5,143.00	\$ 51,430.00
K.	3	EA	Junction Box	\$ 5,143.00	\$ 15,429.00
L.	1	EA	Rebuild Ex. Catch Basin Top	\$ 4,521.00	\$ 4,521.00
M.	5	LF	Riser	\$ 440.00	\$ 2,200.00
N.	2	EA	Connection to Ex. Drainage Structure or Ex. Drainage Pipe	\$ 8,250.00	\$ 16,500.00
			STORM DRAINAGE SUBTOTAL:		\$ 334,831.16
5					
			UTILITY ADJUSTMENT		
A.	6	EA	Water main adjustment	\$ 8,580.00	\$ 51,480.00
6					
			EROSION & SEDIMENT CONTROL		
A.	1	EA	Construction Exit	\$ 4,000.00	\$ 4,000.00
B.	3,180	LF	Type "NS" Silt Fence (Non-Sensitive) Installation	\$ 7.00	\$ 22,260.00
C.	1	LS	Temporary Grassing		\$ 6,000.00
D.	1	LS	Permenant Grassing		\$ 6,000.00
E.	3	EA	Concrete Washout	\$ 450.00	\$ 1,350.00
F.	20	EA	Excavated Inlet Sediment Trap (Sd2-SS)	\$ 100.00	\$ 2,000.00
G.	10	EA	Curb Inlet Protection (Sd2-P)	\$ 150.00	\$ 1,500.00
H.	64	SY	Outlet Protection	\$ 50.00	\$ 3,200.00
I.	1	LS	NPDES Inspections, Monitoring & Sampling		\$ 8,100.00
			EROSION & SEDIMENT CONTROL SUBTOTAL:		\$ 54,410.00
7					
			SITE IMPROVEMENTS		
A.	1,946	SY	4" Concrete Sidewalk	\$ 65.00	\$ 126,490.00
B.	400	SY	6" Driveway Concrete	\$ 72.00	\$ 28,800.00
C.	90	SF	Detectable Warning Surface	\$ 134.00	\$ 12,060.00
			SITE IMPROVEMENTS SUBTOTAL:		\$ 167,350.00
8					
			STRIPING & SIGNAGE		
A.	635	LF	8" Solid White Striping (Crosswalk) (Thermo)	\$ 14.10	\$ 8,953.50
B.	80	LF	24" Solid White Striping (Stop Bar) (Thermo)	\$ 13.00	\$ 1,040.00
C.	2	EA	Diagonal Downward Arrow (W16-7P)	\$ 170.00	\$ 340.00
D.	5	EA	"State Law Stop for Ped." Sign (R560-5)	\$ 385.00	\$ 1,925.00
E.	2	EA	Pedestrian Crossing Sign (W11-2)	\$ 385.00	\$ 770.00
			STRIPING & SIGNAGE SUBTOTAL:		\$ 13,028.50
9					
			MISCELLANEOUS		
A.	1	LS	Mobilization		\$ 46,000.00
B.	1	LS	Relocation of Signage		\$ 300.00
C.	1	LS	Relocation of Mail Boxes		\$ 3,300.00
			MISCELLANEOUS SUBTOTAL:		\$ 49,600.00
			TOTAL:		\$ 1,039,813.66



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: GEFA Loan CW2019022
Modification Resolution #2023-03
Prepared by: Christy Deloach
Presented by: Kenneth Howard

PURPOSE: To Present for Mayor and Council Consideration, Resolution #2023-03 Approving the Modification of the City's Georgia Environmental Finance Authority (GEFA) Loan CW2019022 and Authorize the Mayor and City Manager to Sign the Related Documents.

BACKGROUND: None

FUNDING: None

RECOMMENDATION: Approve Resolution #2023-03 Modification of the City's GEFA loan CW2019022 and authorize the Mayor and City Manager to sign the related documents.

ATTACHMENTS:

1. GEFA Loan_CW2019022

PREVIOUS COUNCIL DISCUSSION: None

**CLEAN WATER STATE REVOLVING FUND, ADMINISTERED BY GEORGIA
ENVIRONMENTAL FINANCE AUTHORITY**

(a public corporation duly created and
existing under the laws of
the State of Georgia)
as Lender

and

CITY OF HINESVILLE

(a public body corporate and politic duly created and existing
under the laws of the State of Georgia)
as Borrower

SECOND MODIFICATION OF PROMISSORY NOTE AND LOAN AGREEMENT

SECOND MODIFICATION OF PROMISSORY NOTE AND LOAN AGREEMENT

THIS SECOND MODIFICATION OF PROMISSORY NOTE AND LOAN AGREEMENT (this “**Second Modification**”) dated _____, 20____, by and between **CITY OF HINESVILLE**, Georgia, a Georgia public body corporate and politic (the “Borrower”), and the **CLEAN WATER STATE REVOLVING FUND, ADMINISTERED BY GEORGIA ENVIRONMENTAL FINANCE AUTHORITY**, a Georgia public corporation (the “Lender”).

Statement of Facts

A. The Lender and the Borrower are parties to that certain Loan Agreement, dated **JUNE 30, 2020**, as amended prior to the date hereof (as so amended, the “Loan Agreement”; all capitalized terms used in this Modification but not defined herein have the meanings given in the Loan Agreement), pursuant to which the Lender made a loan to the Borrower in accordance with the terms and conditions thereof. The Borrower’s obligation to repay such loan is evidenced by that certain Promissory Note, dated **JUNE 9, 2020**, as amended prior to the date hereof (as so amended, the “Note”).

B. The Lender and the Borrower desire to modify the Loan Agreement and Note in certain respects in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the promises, the covenants and agreements contained herein, and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the Lender and the Borrower further agree as follows:

Statement of Terms

1. Amendments of Note - Subject to the fulfillment of the conditions precedent to the effectiveness of this Second Modification that are set forth below, the Note is hereby amended as follows:

Accrued interest on this Note shall be payable monthly on the first day of each calendar month until the first day of the calendar month following the earlier of (1) the Completion Date (as defined in the hereinafter defined Loan Agreement), (2) **JANUARY 1, 2025**, or (3) the date that the loan evidenced by this Note is fully disbursed (the “**Amortization Commencement Date**”). Principal of and interest on this Note shall be payable in **TWO HUNDRED THIRTY-NINE (239)** consecutive monthly installments equal to the Installment Amount (as hereinafter defined), commencing on the first day of the calendar month following the Amortization Commencement Date, and continuing to be due on the first day of each succeeding calendar month thereafter, together with a final installment equal to the entire remaining unpaid principal balance of and all accrued interest on this Note, which shall be due and payable on the date that is **20** years from the Amortization Commencement Date (the “**Maturity Date**”).

2. Amendments of Loan Agreement - Subject to the fulfillment of the conditions precedent to the effectiveness of this Second Modification that are set forth below, the Loan Agreement is hereby amended as follows:

Section 2 (a) of the Loan Agreement is hereby amended and restated to read as follows: "The Lender agrees to advance to the Borrower, on or prior to the earlier of (1) the Completion Date (as hereinafter defined), (2) **JANUARY 1, 2025**, or (3) the date that the loan evidenced by this Note is fully disbursed, the Loan in a principal amount of up to **\$2,626,000** which Loan may be disbursed in one or more advances but each such disbursement shall reduce the Lender's loan commitment hereunder and any sums advanced hereunder may not be repaid and then re-borrowed."

Exhibit A is amended and restated to read as written in the attached Exhibit A.

3. No Other Waivers or Amendments - Except for the amendments expressly set forth and referred to in Section 1 and 2 above, the Note and the Loan Agreement shall remain unchanged and in full force and effect. Nothing in this Second Modification is intended, or shall be construed, to constitute a novation or an accord and satisfaction of any of the obligations created by the Note.

4. Representations and Warranties - To induce the Lender to enter into this Second Modification, the Borrower does hereby warrant, represent, and covenant to the Lender that: (a) each representation or warranty of the Borrower set forth in the Loan Agreement is hereby restated and reaffirmed as true and correct on and as of the date hereof as if such representation or warranty were made on and as of the date hereof (except to the extent that any such representation or warranty expressly relates to a prior specific date or period), and no Event of Default has occurred and is continuing as of this date under the Loan Agreement; and (b) the Borrower has the power and is duly authorized to enter into, deliver, and perform this Second Modification, and this Second Modification is the legal, valid, and binding obligation of the Borrower enforceable against it in accordance with its terms.

5. Conditions Precedent to Effectiveness of this Modification - The effectiveness of this Second Modification is subject to the truth and accuracy in all material respects of the representations and warranties of the Borrower contained in Section 4 above and to the fulfillment of the following additional conditions precedent:

a. the Lender shall have received one or more counterparts of this Second Modification duly executed and delivered by the Borrower; and

b. the Lender shall have received (1) a signed opinion of counsel to the Borrower, substantially in the form of Exhibit E attached hereto, and (2) a certified copy of the resolution adopted by the Borrower's governing body, substantially in the form of Exhibit F attached hereto.

6. Counterparts - This Second Modification may be executed in multiple counterparts, each of which shall be deemed to be an original and all of which when taken together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Modification to be duly executed and delivered as of the date specified at the beginning hereof

CITY OF HINESVILLE

Approved as to form:

By: _____
Borrower's Attorney

Signature: _____

Print Name: _____

Title: _____

(SEAL)

Attest Signature: _____

Print Name: _____

Title: _____

**CLEAN WATER STATE REVOLVING FUND,
ADMINISTERED BY GEORGIA
ENVIRONMENTAL FINANCE AUTHORITY**

Signature: _____
Hunter Hill
Executive Director

(SEAL)

DESCRIPTION OF THE PROJECT

SCOPE OF WORK

Recipient: **CITY OF HINESVILLE**

Loan Number: **CW2019022**

This project will modify the JV Road Water Reclamation Facility and related appurtenances.

DESCRIPTION OF THE PROJECT

PROJECT BUDGET

Recipient: CITY OF HINESVILLE

Loan Number: CW2019022

ITEM	TOTAL	CWSRF
Construction	\$2,201,400	\$2,201,400
Contingency	209,950	209,950
Engineering/Inspection	209,650	209,650
Administrative/Legal	5,000	5,000
TOTAL	\$2,626,000	\$2,626,000

*The amounts shown above in each budget item are estimates. Borrower may adjust the amounts within the various budget items without prior Lender approval provided Borrower does not exceed the loan amount contained in Section 1 of the Loan Agreement. In no event shall Lender be liable for any amount exceeding the loan amount contained in Section 1 of the Loan Agreement.

DESCRIPTION OF THE PROJECT

PROJECT SCHEDULE

Recipient: **CITY OF HINESVILLE**

Loan Number: **CW2019022**

ACTION	DATE
Plans & Specs Submitted to EPD	MARCH 2020
Bid Opening	AUGUST 2020
Notice to Proceed	OCTOBER 2020
Completion of Construction	SEPTEMBER 2024



JONES OSTEEN JONES

PERSONAL PROFESSIONAL PROVEN

ATTORNEYS AT LAW

J. NOEL OSTEEN
BILLY N. JONES, LLC
LINNIE L. DARDEN, III*

*MEMBER GA & CA BAR

L. KELLY DAVIS
LUKE R. MOSES
JIMMY A. McDONALD

REPLY TO:
EXHIBIT E

OPINION OF BORROWER'S COUNSEL

February 10, 2023

Clean Water State Revolving Fund, Administered by
Georgia Environmental Finance Authority
47 Trinity Ave SW
Fifth Floor
Atlanta, GA 30334

Ladies and Gentlemen:

A legal opinion from **JONES OSTEEN JONES** was delivered to you, dated **JUNE 11, 2020** (the "Closing Opinion"), relating to the Loan Agreement (the "Loan Agreement"), dated **JUNE 30, 2020** between **CITY OF HINESVILLE** (the "Borrower") and the **CLEAN WATER STATE REVOLVING FUND, ADMINISTERED BY Georgia Environmental Finance Authority** (the "Lender"), and the Promissory Note (the "Note"), dated **JUNE 9, 2020**, of the Borrower. A legal opinion was also delivered to you dated **JANUARY 6, 2022**, relating to the modification of Promissory Note and Loan Agreement dated **JANUARY 21, 2022**. As counsel for the Borrower, I have examined the original of the Second Modification of Promissory Note and Loan Agreement (the "Second Modification"), between the Borrower and the Lender, the proceedings taken by the Borrower to authorize the Second Modification, the Closing Opinion, and such other documents, records, and proceedings as I have deemed relevant or material to render this opinion. Based upon such examination, I hereby reconfirm as of the date hereof the opinions contained in the Closing Opinion, subject to the second modification that all references to the Note and the Loan Agreement (as defined in the Closing Opinion) shall be deemed to include a reference to the Second Modification. Nothing has come to my attention, after due investigation, that in any way might question the continuing validity and accuracy of the Closing Opinion, as modified above.

Very truly yours,

Signature

Linnie L. Darden, III

Printed Name

February 10, 2023

Date

206 E. COURT STREET
HINESVILLE, GA 31313
TEL: 912-876-0111
FAX: 912-368-2979

608 E. OGLETHORPE HWY
HINESVILLE, GA 31313
TEL: 912-876-0888
FAX: 912-368-5536

EXTRACT OF MINUTES
RESOLUTION OF GOVERNING BODY

Recipient: **City of Hinesville**
Loan Number: **CW2019022**

At a duly called meeting of the governing body of the Borrower identified above (the "Borrower") held on the **16th** day of **February 2023** the following resolution was introduced and adopted.

WHEREAS, the Borrower has borrowed **\$2,626,000** from the **GEORGIA ENVIRONMENTAL FINANCE AUTHORITY** (the "Lender"), pursuant to the terms of the Loan Agreement (the "Loan Agreement"), dated **JUNE 30, 2020**, between the Borrower and the Lender; and

WHEREAS, the Borrower's obligation to repay the loan made pursuant to the Loan Agreement is evidenced by a Promissory Note (the "Note"), dated **JUNE 9, 2020**, of the Borrower; and

WHEREAS, the Borrower and the Lender have determined to amend and modify the Loan Agreement, pursuant to the terms of a Second Modification of Promissory Note and Loan Agreement (the "Second Modification") between the Borrower and the Lender, the form of which has been presented to this meeting;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borrower that the form, terms, and conditions and the execution, delivery, and performance of the Modification are hereby approved and authorized.

BE IT FURTHER RESOLVED by the governing body of the Borrower that the terms of the Second Modification are in the best interests of the Borrower, and the governing body of the Borrower designates and authorizes the following persons to execute and deliver, and to attest, respectively, the Second Modification, and any related documents necessary to the consummation of the transactions contemplated by the Second Modification.

Allen Brown

Mayor

Kenneth Howard

City Manager

The undersigned further certifies that the above resolution has not been repealed or amended and remains in full force and effect.

Dated: _____

Lia Jones, City Clerk



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: YR 2023 Alcohol Beverage License Renewals
Prepared by: Deridra Weeks
Presented by: Deridra Weeks

PURPOSE: 2023 Alcohol Beverage License Renewal

BACKGROUND: Current establishments request renewal of their Alcohol Beverage License for Year 2023.

FUNDING: None

RECOMMENDATION: Approval

ATTACHMENTS:

1. Patriot Liquor Summary Sheet

PREVIOUS COUNCIL DISCUSSION: None

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2023

NAME OF BUSINESS Patriot Liquors

ADDRESS OF BUSINESS 105 W Hendry St
Hinesville, GA 31313

NAME OF APPLICANT(S) Daniel Merritt

NAME OF LOCAL MANAGER Christin Bond

APPROVED BY HPD YES 02/08/2023

APPROVED BY ZONING YES 02/02/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 02/02/2023

APPROVED BY HFD YES 02/02/2023

TYPE OF LICENSE Consumption off premise
Beer, wine, and liquor

SUNDAY SALES Yes

VIOLATION HISTORY No violations past 12 months

NOTES: This business operates as a liquor store. This location is not on probation.

City Council () Approved () Disapproved by _____ Date 02-16-23



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Class V Alcohol License Request
Prepared by: Deridra Weeks
Presented by: Deridra Weeks

PURPOSE: The Liberty County Chamber of Commerce is requesting a Class V Alcohol License to sell beer and wine at the Food Truck Festival event.

BACKGROUND: The Liberty County Chamber of Commerce is requesting a One-Day Special Event Permit to sell beer and wine during the Food Truck Festival event on March 25, 2023. This event will take place on Commerce Street and the Bradwell Park areas from 11 a.m. to 4 p.m. All departments have approved this request.

FUNDING: None

RECOMMENDATION: Approval

ATTACHMENTS:

1. Food Truck Festival Summary Sheet
2. Food Truck Festival Application
3. Food Truck Festival Background Check

PREVIOUS COUNCIL DISCUSSION: None

SUMMARY SHEET FOR CLASS V ALCOHOL LICENSE

NAME OF THE EVENT	Food Truck Festival
LOCATION	Downtown Hinesville Main Street Bradwell Park
DATE OF EVENT	Saturday, March 25, 2023
TIME OF EVENT	11:00 am until 4:00 pm
NAME OF APPLICANT(S)	Leah Poole
NAME OF BUSINESS	Liberty County Chamber of Commerce
ADDRESS OF BUSINESS	208 E Court St Hinesville GA 31313
APPROVED BY HPD	Yes 01/30/2023
APPROVED BY LCPC	Yes 01/25/2023
APPROVED BY INSPECTIONS DEPARTMENT	Yes 01/25/2023
APPROVED BY HFD	Yes 01/25/2023
TYPE OF LICENSE	Class V on premise consumption beer and wine

City Council () Approved () Disapproved by _____ Date 02-16-2023

LICENSE YEAR: 2023



DATE: 1-25-23

CLASS V ALCOHOL BEVERAGE LICENSE APPLICATION

(must be submitted at least thirty (30) days prior to the planned event)

Leah Kelly Poole

NAME OF APPLICANT: (spell out full name, no initials)

[REDACTED]

LEGAL MAILING ADDRESS OF APPLICANT:

[REDACTED]

SSN:

[REDACTED]

DOB MONTH/DAY/YEAR:

[REDACTED]

HOME PHONE:

912.368.4445

BUSINESS PHONE:

WERE YOU BORN A U.S. CITIZEN? ☒ (YES) ☐ (NO)

ARE YOU A LIBERTY COUNTY RESIDENT? ☒ (YES) ☐ (NO)

Type of Event: One Time Event ☒ Public Event ☒ Quasi-Public Event ☐
(circle one)

Type of Organization:

☐ Licensed Alcohol Beverage Caterer - must provide copy of state & local license

☒ Bona Fide Nonprofit Organization - must provide proof of tax-status 501(C) (3)

Liberty County Chamber of Commerce

NAME OF ORGANIZATION:

208 E Court Street Hinesville, GA 31313

BUSINESS MAILING ADDRESS:

912.368.4445

BUSINESS PHONE NUMBER:

20-8547671

FEDERAL TAX ID NUMBER:

Food Truck Festival

DESCRIPTION AND/NAME OF EVENT:

LOCATION OF EVENT (ADDRESS/AREA DESCRIPTION:

Bradwell Park, Midway/Commerce/MLK & Main Streets

03.25.23

DATE:

11am-4pm

TIME:

15000

ANTICIPATED NUMBER OF PARTICIPANTS:

n/a

COST TO ATTEND:

TYPE OF ALCOHOLIC BEVERAGE(S) TO BE SOLD/SERVED:

BEER (\$50) ☒ WINE (\$50) ☒ LIQUOR (\$50) ☐

Revised October 2021

LICENSE YEAR: 2023

DATE: 1-25-23

DESCRIBE THE NATURE AND ESTIMATED QUANTITY OF ALCOHOL BEVERAGES TO BE SOLD/SERVED:

Budlight-4 kegs, Mic Ultra-4 kegs Craft Beer-2 kegs

Assorted wine-10 cases

DESCRIBE THE PARKING ARRANGEMENTS:

Parking throughout downtown Hinesville

DESCRIBE THE PLANNED SECURITY ARRANGEMENTS:

As required by the HPD

WILL SIGNS OR STRUCTURES BE ERECTED: YES ___ NO^x ___
(if yes, please describe below)

The City Council has the authority to approve or reject this application. The City Council may decide the nature of any security and/or parking arrangements, for which the organization staging the event will be responsible. The City Council has the discretion to require event organizers to designate and clearly mark the specific areas in which alcohol beverages may be consumed, using ropes, barricades, stanchions, or similar devices.

Revised October 2021

MAYOR
Allen Brown

CITY MANAGER
Kenneth K. Howard

CITY CLERK
Lia Jones

CITY ATTORNEY
Linnie L. Darden, III



Lloyd L. Slater, Chief of Police

MAYOR PRO TEM
Keith Jenkins

COUNCIL MEMBERS
Diana F. Reid
Vicky C. Nelson
Jason Floyd
Karl A. Riles

FROM THE HINESVILLE POLICE DEPARTMENT

This is to certify that I have checked criminal history records on the enclosed applicants.

Name of applicant

☒ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable

Poole, Leah Kelly

Name of applicant

☐ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable

Name of applicant

☐ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable

Name of applicant

☐ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable

Name of applicant

☐ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable


Signature

01/26/23

Date

"Home for a Day or a Lifetime"

123 East M.L. King Jr. Drive, Hinesville, GA 31313 (912) 368-8211
www.cityofhinesville.org



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Class V Alcohol License Request
Prepared by: Deridra Weeks
Presented by: Deridra Weeks

PURPOSE: The Hinesville Area Arts Council is requesting a Class V Alcohol License to sell beer and wine at the Small World Festival.

BACKGROUND: The Liberty County Chamber of Commerce is requesting a One-Day Special Event Permits to sell beer and wine during the Small World Festival event on March 4, 2023. This event will take place on Main Street and Bradwell Park areas from 11 a.m. to 4 p.m. All departments have approved this request.

FUNDING: None

RECOMMENDATION: Approval

ATTACHMENTS:

1. Small World Festival Summary Sheet
2. Small World Festival Application
3. Small World Festival Background Check

PREVIOUS COUNCIL DISCUSSION: None

SUMMARY SHEET FOR CLASS V ALCOHOL LICENSE

NAME OF THE EVENT	Small World Festival
LOCATION	Downtown Hinesville Main Street Bradwell Park
DATE OF EVENT	Saturday, March 4, 2023
TIME OF EVENT	11:00 am until 4:00 pm
NAME OF APPLICANT(S)	Leah Poole
NAME OF BUSINESS	Liberty County Chamber of Commerce
ADDRESS OF BUSINESS	208 E Court St Hinesville GA 31313
APPROVED BY HPD	Yes 01/30/2023
APPROVED BY LCPC	Yes 01/25/2023
APPROVED BY INSPECTIONS DEPARTMENT	Yes 01/25/2023
APPROVED BY HFD	Yes 01/25/2023
TYPE OF LICENSE	Class V on premise consumption beer and wine

City Council () Approved () Disapproved by _____ Date 02-16-2023

LICENSE YEAR: 2023



DATE: 1-23-23

CLASS V ALCOHOL BEVERAGE LICENSE APPLICATION

(must be submitted at least thirty (30) days prior to the planned event)

Leah Kelly Poole

NAME OF APPLICANT: (spell out full name, no initials)

496 Lake Rosalind Drive Midway, GA 31320

LEGAL MAILING ADDRESS OF APPLICANT:

[REDACTED]

SSN:

[REDACTED]

DOB MONTH/DAY/YEAR:

[REDACTED]

HOME PHONE:

912.368.4445

BUSINESS PHONE:

WERE YOU BORN A U.S. CITIZEN? ☒ (YES) ☐ (NO)

ARE YOU A LIBERTY COUNTY RESIDENT? ☒ (YES) ☐ (NO)

Type of Event:

(circle one)

One Time Event ☒

Public Event ☒

Quasi-Public Event ☐

Type of Organization:

☐ Licensed Alcohol Beverage Caterer - must provide copy of state & local license

☒ Bona Fide Nonprofit Organization - must provide proof of tax-status 501(C) (3)

Liberty County Chamber of Commerce

NAME OF ORGANIZATION:

208 E Court Street Hinesville, GA 31313

BUSINESS MAILING ADDRESS:

912.368.4445

BUSINESS PHONE NUMBER:

20-8547671

FEDERAL TAX ID NUMBER:

Small World Festival

DESCRIPTION AND/NAME OF EVENT:

LOCATION OF EVENT (ADDRESS/AREA DESCRIPTION):

Bradwell Park, Midway/Commerce/MLK & Main Streets

03.04.23

DATE:

11am-4pm

TIME:

2500

ANTICIPATED NUMBER OF PARTICIPANTS:

n/a

COST TO ATTEND:

TYPE OF ALCOHOLIC BEVERAGE(S) TO BE SOLD/SERVED:

BEER (\$50) ☒ WINE (\$50) ☒ LIQUOR (\$50) ☐

Revised October 2021

LICENSE YEAR: 2023

DATE: 1-23-23

DESCRIBE THE NATURE AND ESTIMATED QUANTITY OF ALCOHOL BEVERAGES TO BE SOLD/SERVED:

Budlight-2 kegs, Mic Ultra-2 kegs Craft Beer-2 kegs

Assorted wine-10 cases

DESCRIBE THE PARKING ARRANGEMENTS:

Parking throughout downtown Hinesville

DESCRIBE THE PLANNED SECURITY ARRANGEMENTS:

As required by the HPD

WILL SIGNS OR STRUCTURES BE ERECTED: YES ___ NO^x ___
(if yes, please describe below)

The City Council has the authority to approve or reject this application. The City Council may decide the nature of any security and/or parking arrangements, for which the organization staging the event will be responsible. The City Council has the discretion to require event organizers to designate and clearly mark the specific areas in which alcohol beverages may be consumed, using ropes, barricades, stanchions, or similar devices.

Revised October 2021

MAYOR
Allen Brown

CITY MANAGER
Kenneth K. Howard

CITY CLERK
Lia Jones

CITY ATTORNEY
Linnie L. Darden, III



Lloyd L. Slater, Chief of Police

MAYOR PRO TEM
Keith Jenkins

COUNCIL MEMBERS
Diana F. Reid
Vicky C. Nelson
Jason Floyd
Karl A. Riles

FROM THE HINESVILLE POLICE DEPARTMENT

This is to certify that I have checked criminal history records on the enclosed applicants.

Name of applicant Poole, Leah Kelly ☒ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable

Name of applicant _____ ☐ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable

Name of applicant _____ ☐ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable

Name of applicant _____ ☐ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable

Name of applicant _____ ☐ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable


Signature

01/26/23
Date

"Home for a Day or a Lifetime"



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Mobile Food Service
Establishment Request
Prepared by: Deridra Weeks
Presented by: Deridra Weeks

PURPOSE: Stanley Westbrook of Chick Fil A, would like to operate a mobile food service establishment. The Inspections and Fire Department have reviewed and approved the application.

BACKGROUND: None

FUNDING: None

RECOMMENDATION: Approval

ATTACHMENTS:

1. Chick Fil A Application
2. Chick Fil A Background Check
3. Chick Fil A Summary Sheet

PREVIOUS COUNCIL DISCUSSION: None

LICENSE YEAR: 2023



MOBILE FOOD SERVICE ESTABLISHMENT LICENSE APPLICATION

DATE RECEIVED:
BLDG INSP:
ZONING:
FIRE:

FOR OFFICE USE ONLY

DATE: _____
DATE: _____
DATE: _____

PAYABLE TO:

City of Hinesville
115 East M.L. King, Jr. Drive
Hinesville, Georgia 31313

John STANLEY W. WESTBROOK
NAME OF MOBILE FOOD OWNER:

877 W. OGLETHORPE Hwy HINESVILLE, GA 31313
MAILING ADDRESS: CITY/STATE/ZIP

Chick Fil A
TRADE NAME OF COMMISSARY:

john.weeks@cfa.hinesville.com
EMAIL ADDRESS:

877 W Oglethorpe Hwy Hinesville GA 31313
BUSINESS / COMMISSARY ADDRESS: CITY/STATE/ZIP

912-877-6631
BUSINESS PHONE:

912-877-6631
ALTERNATE PHONE:

877 W. OGLETHORPE Hwy HINESVILLE, GA 31313
FOOD VENDING LOCATION ADDRESS:
(Please attach a copy of toilet use form)

[REDACTED]
SOCIAL SECURITY NUMBER:

[REDACTED]
BIRTH DATE: MONTH/DAY/YEAR

82-0613598
FEDERAL TAX ID NUMBER:

3261753-WH
STATE TAX ID NUMBER:

27544
CITY BUSINESS LICENSE NUMBER:

[REDACTED]
OWNER DRIVER'S LICENSE NUMBER:
(Please attach a photocopy of driver licenses of all drivers)

Truck
TYPE OF VEHICLE: truck/other (specify)
(Please attach a photograph of mobile unit)

FORD F59
MAKE: MODEL:
(Please attach copy of registration)

1F6KF5KN7LDA10766 YAC051
VIN: PLATE NUMBER:

ACTIVE LICENSE / PERMIT FROM ANOTHER COUNTY: _____ (YES) ☒ (NO)
(Please attach a copy of license / permit)

LICENSE FEE COMPUTATIONS

Amount per event _____ x _____ days
Administrative Fee
Inspection Fee
Additional Fees
TOTAL DUE:

(Enter Amount Due) \$ _____
\$ _____
\$ _____
\$ _____
\$ _____

TOTAL RECEIVED \$ _____

IMPORTANT - PLEASE READ CAREFULLY:

The applicant hereby agrees to be bound by all of the terms and conditions of the Ordinances adopted by the City of Hinesville, Georgia and any laws as may apply to the above business. I hereby agree to permit during business hours reasonable inspections as authorized by law. I hereby certify that all information provided is true and correct. I understand that providing false information may result in the revocation of my license. Licenses may be suspended or revoked for violation of the terms of the Ordinance. Notification is required of closing, change of business location or ownership.

THIS 13th DAY OF JAN., 20 23

Sam Nuts
(AUTHORIZED SIGNATURE OF APPLICANT)

Personally, before me the undersigned appeared _____, who on Oath has sworn that the above information given therein is true and correct.

Sworn to and subscribed before me this 13th day of January, 20 23

STATE OF: GA COUNTY OF: LIBERTY CITY OF: HINESVILLE

NOTARY STAMP OR SEAL:

Samuel M. Middleton
NOTARY PUBLIC:

LICENSE MAY BE SUSPENDED OR REVOKED FOR VIOLATION OF THE TERMS OF THE ORDINANCE. NO BUSINESS, PERSON, OR ORGANIZATION IS TO OPERATE WITHOUT APPROVAL OF THIS APPLICATION FOR LICENSE.

MAYOR
Allen Brown

CITY MANAGER
Kenneth K. Howard

CITY CLERK
Lia Jones

CITY ATTORNEY
Linnie L. Darden, III



Lloyd L. Slater, Chief of Police

MAYOR PRO TEM
Keith Jenkins

COUNCIL MEMBERS
Diana F. Reid
Vicky C. Nelson
Jason Floyd
Karl A. Riles

FROM THE HINESVILLE POLICE DEPARTMENT

This is to certify that I have checked criminal history records on the enclosed applicants.

Name of applicant Albertson, Gary Stephen
☒ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable

Name of applicant Weeks, John Robert
☒ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable

Name of applicant _____
☐ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable

Name of applicant _____
☐ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable

Name of applicant _____
☐ No record on file
☐ Record on file acceptable
☐ Record on file, summary attached
☐ Not acceptable


Signature

02/07/23
Date

"Home for a Day or a Lifetime"

123 East M.L. King Jr. Drive, Hinesville, GA 31313 (912) 368-8211
www.cityofhinesville.org

SUMMARY SHEET FOR MOBILE FOOD SERVICE ESTABLISHMENT LICENSE

YEAR OF LICENSE	2023
NAME OF BUSINESS	Chick Fil A
ADDRESS OF BUSINESS	877 W Oglethorpe Hwy Hinesville, GA 31313
NAME OF APPLICANT	Stanley Westbrook
NAME OF MANAGER	James Weeks
APPROVED BY HPD	Yes 02/08/2023
APPROVED BY ZONING	Yes 01/19/2023
APPROVED BY INSPECTIONS DEPARTMENT	Yes 01/19/2023
APPROVED BY HFD	Yes 01/19/2023
TYPE OF LICENSE	Mobile Food Service Establishment

NOTES: In the past, Mayor & Council have authorized representatives to solicit from 10:00 am until 7 pm. All authorized representatives must carry a City issued ID card, along with a picture ID, when soliciting.

City Council () Approved () Disapproved by _____ Date: 02-16-2023



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Public Comment
Prepared by: Lia Jones
Presented by: Mayor Brown

PURPOSE: To Allow Citizens to Address Mayor and Council.

BACKGROUND: None

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

PREVIOUS COUNCIL DISCUSSION:



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Mayor Brown's Report
Prepared by: Christy Deloach
Presented by: Mayor Brown

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Councilmember Riles Report
Prepared by: Jean Marie Reynolds
Presented by: Councilmember Riles

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

Monthly Crime and Citation Report



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Monthly Crime and Citation Report
Prepared by: Jean Marie Reynolds
Presented by: Lloyd Slater

PURPOSE: To discuss the Monthly Crime and Citation report for the month of January 2023

BACKGROUND: None

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. Crime and Citation report 2023-01
2. MonthlyCrimes_Council_2023_01_Charts
3. MonthlyCrimes_Council_2023_01_HeatMap
4. MonthlyCrimes_Council_2023_01_PointMap

PREVIOUS COUNCIL DISCUSSION:

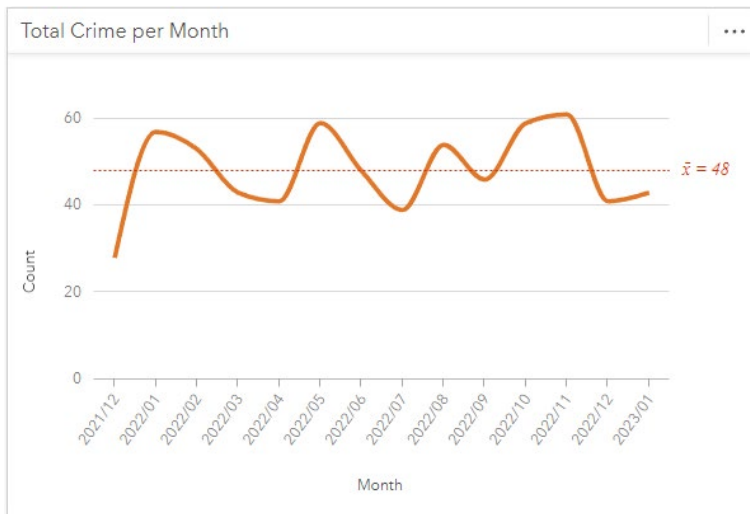
CRIME AND CITATION REPORT
January 1 - January 31, 2023

	January 2023	December 2022	Monthly % Change	January 2021	December 2021
Aggravated Assault/Assault	21	16	31%	19	19
Auto Theft	0	4	-100%	3	2
Homicide/Homicide by Vehicle	0	1	-100%	1	0
Rape	2	1	100%	2	3
Robbery	3	2	50%	1	1
Burglary	7	4	75%	3	10
Arson	1	0	100%	0	0
Entering Auto	9	13	-31%	6	7
Domestic Disputes	47	80	-41%	53	50
Juvenile Arrests	14	23	-39%	12	11
Adult Arrests	198	194	2%	161	130
Traffic	48	57	-16%	48	40
Criminal	150	137	9%	113	101
Total Case Numbers Issued	4,919	4,977	-1%	4,475	4,418
Direct Patrols. Walk & Talks, Foot Patrols	1,908	1,950	-2%	1,911	1,801
Dispatched Calls	1,593	1,642	-3%	1,498	1,468
Criminal Citations	133	114	17%	96	101
Military	18	16	13%	15	27
Civilian	115	98	17%	81	74
Traffic Citations	919	917	0%	694	673
Military	210	224	-6%	141	147
Civilian	709	693	2%	553	526
Total Citations	1,052	1,031	2%	790	774
Traffic Warnings	471	534	-12%	433	394
DUI	7	10	-30%	9	8
Over 21	7	10	-30%	8	8
Under 21	0	0	0%	1	0
Military	1	2	-50%	1	3
Civilian	6	8	-25%	8	5

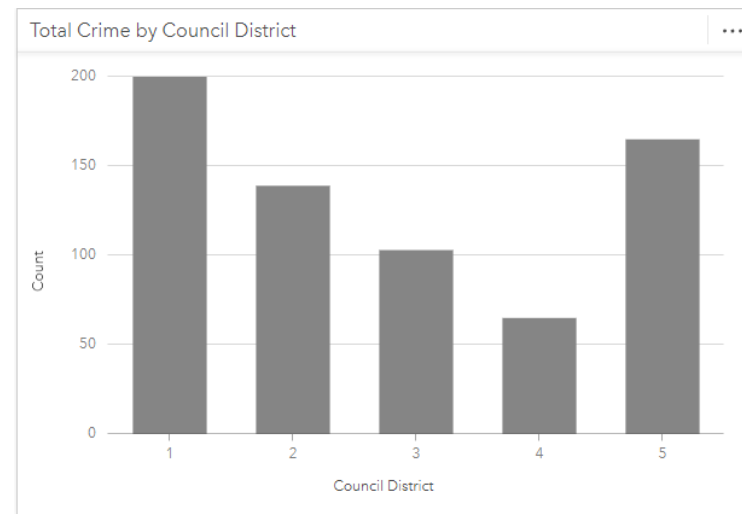
PART I CRIMES IN January 2023 - BY DISTRICT

	District 1	District 2	District 3	District 4	District 5
Homicide/Homicide by vehicle	0	0	0	0	0
Rape	2	0	0	0	0
Robbery	1	0	1	0	1
Aggravated Assault/Assault	6	3	5	2	5
Burglary	0	3	3	1	0
Auto Theft	0	0	0	0	0
Arson	1	0	0	0	0
Entering Auto	1	7	1	0	0

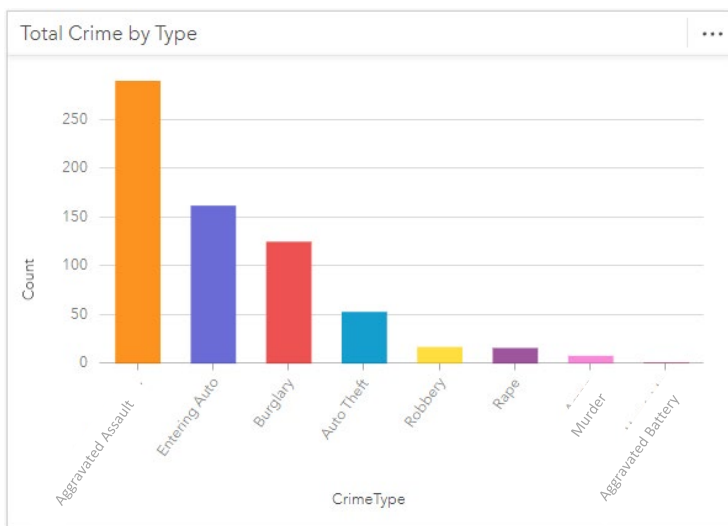
Total Crime per Month



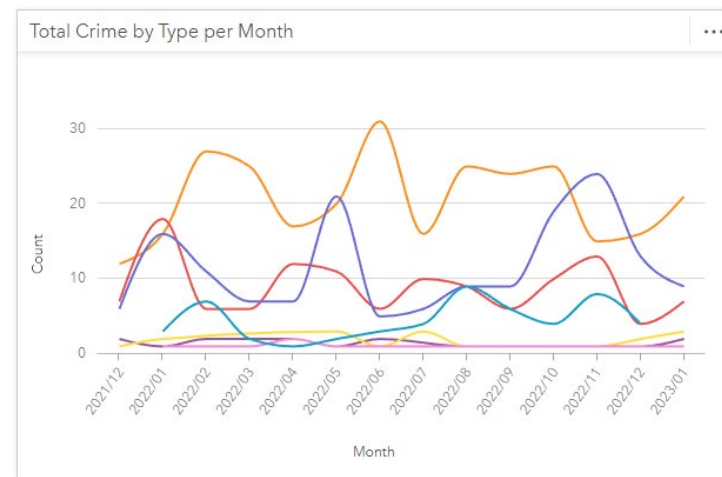
Total Crime per Council District in the last 12 months



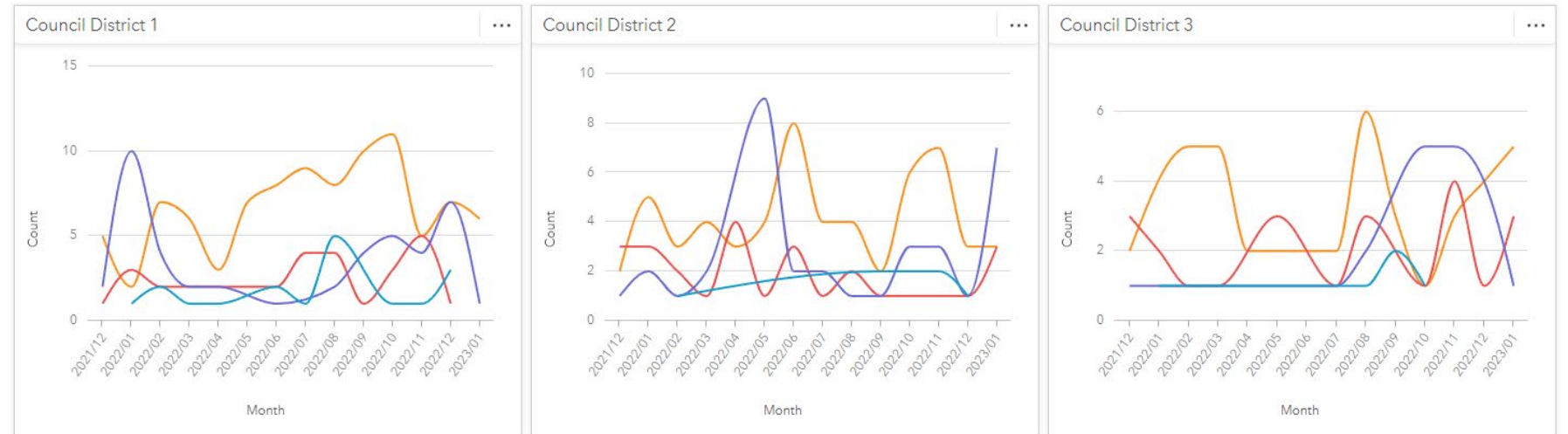
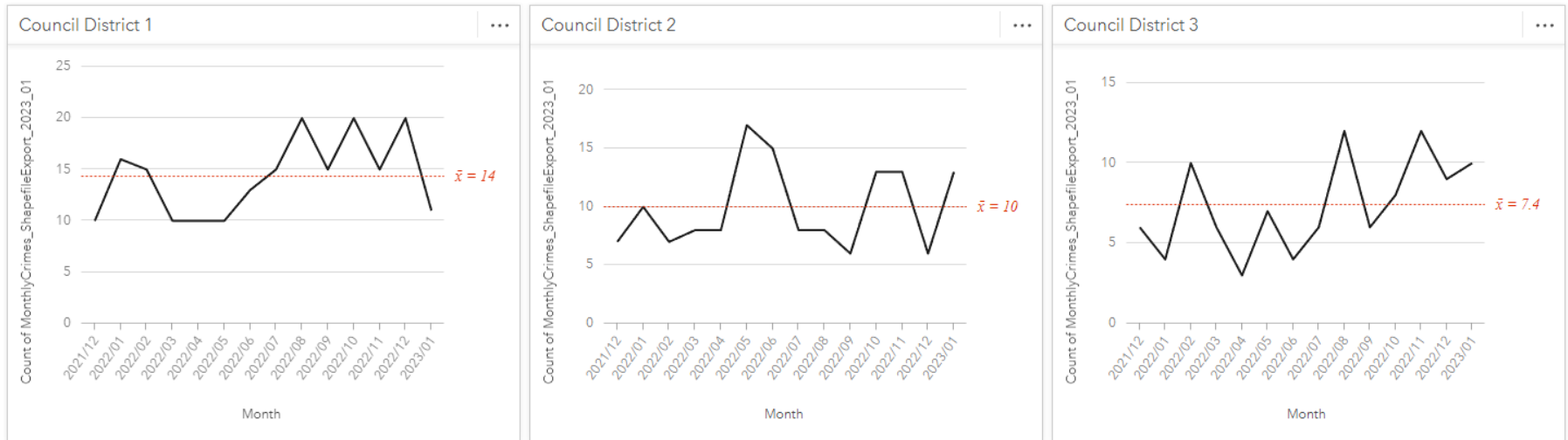
Total Crime by Type in the last 12 months



Total Crime by Type per Month



Total Crime per Council District



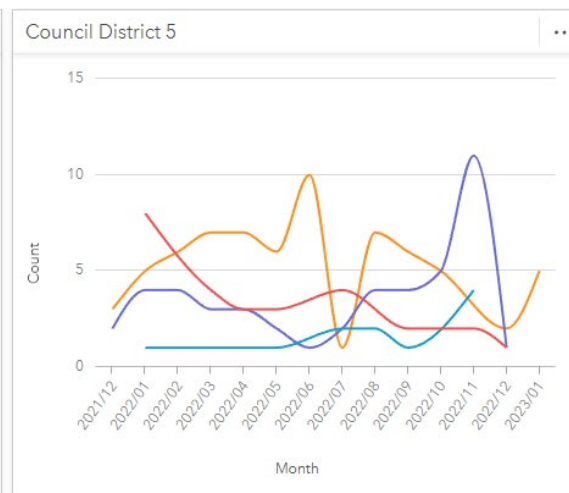
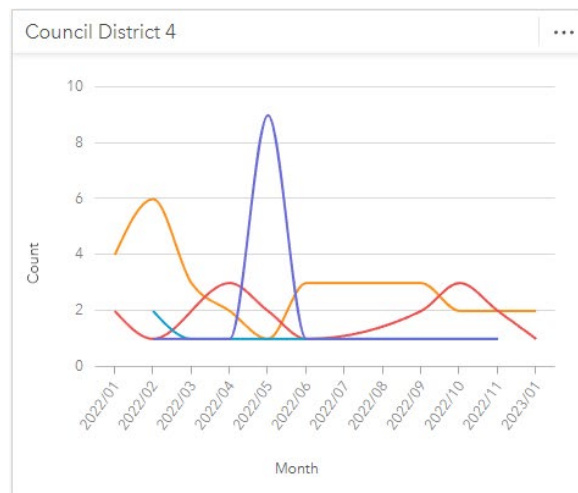
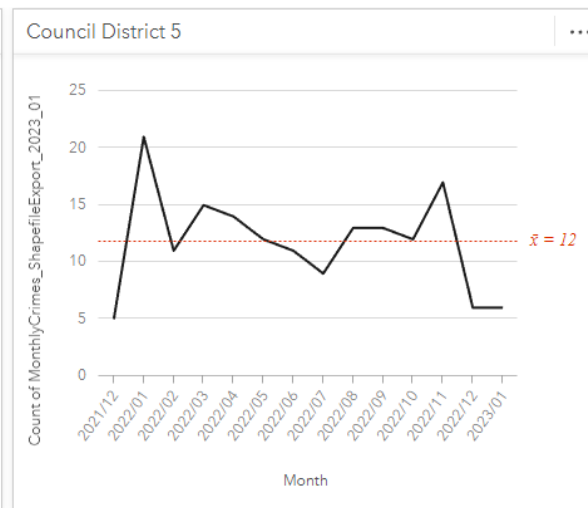
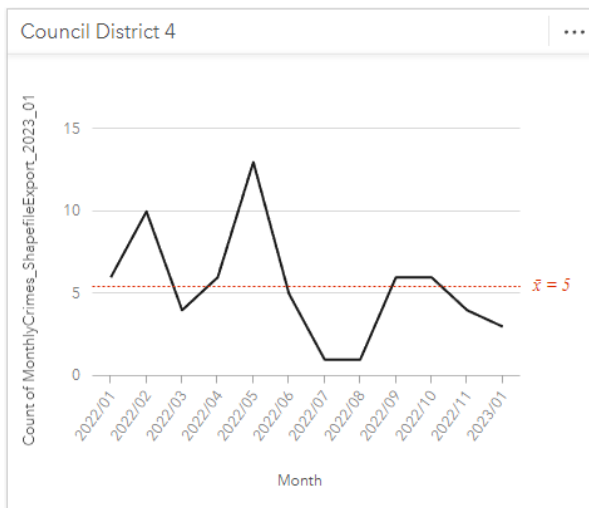
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Aggravated Assault

Burglary

Auto Theft

Total Crime per Council District (cont.)



Entering Auto

Aggravated Assault

Burglary

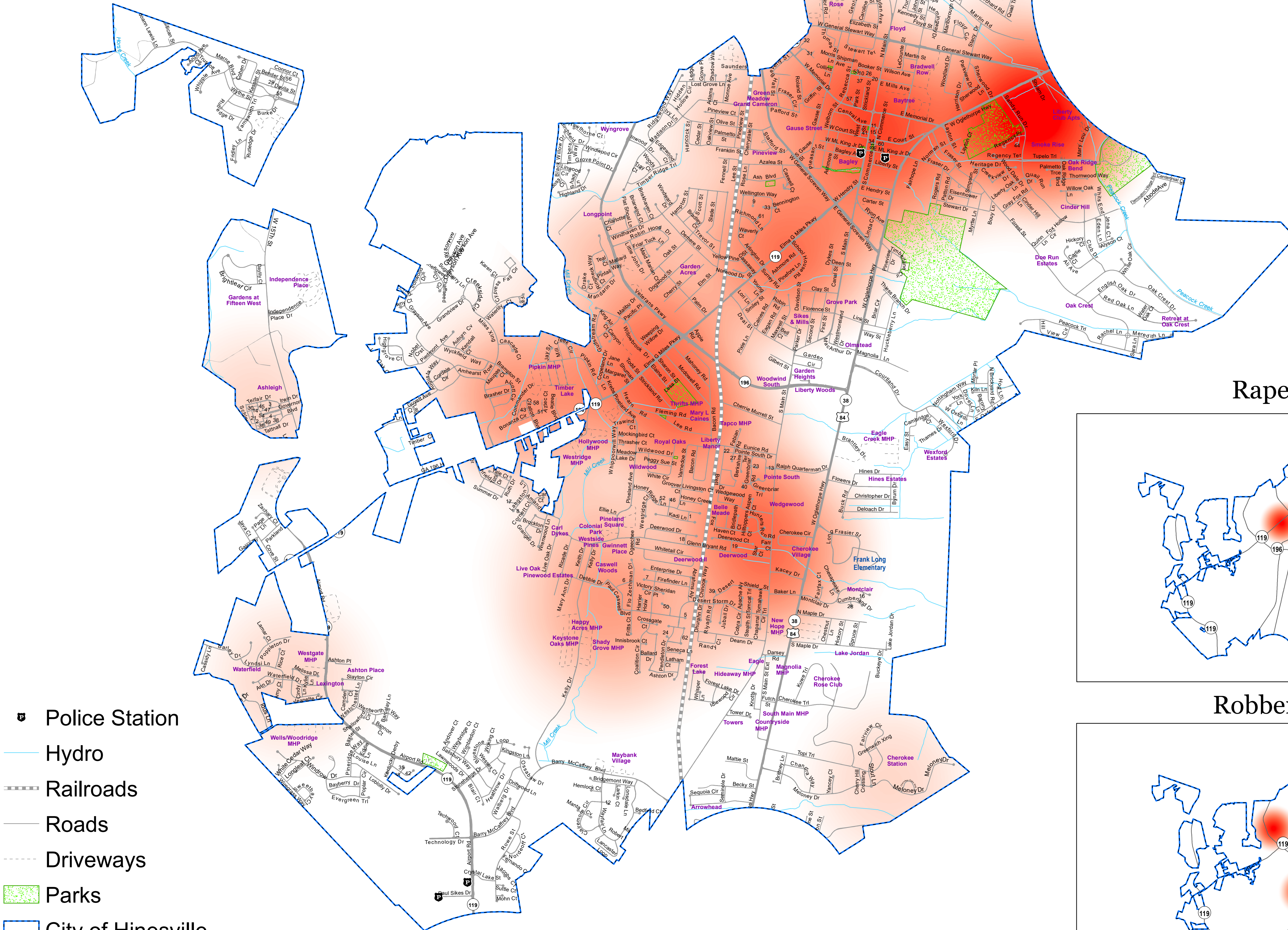
Auto Theft

City of Hinesville, GA

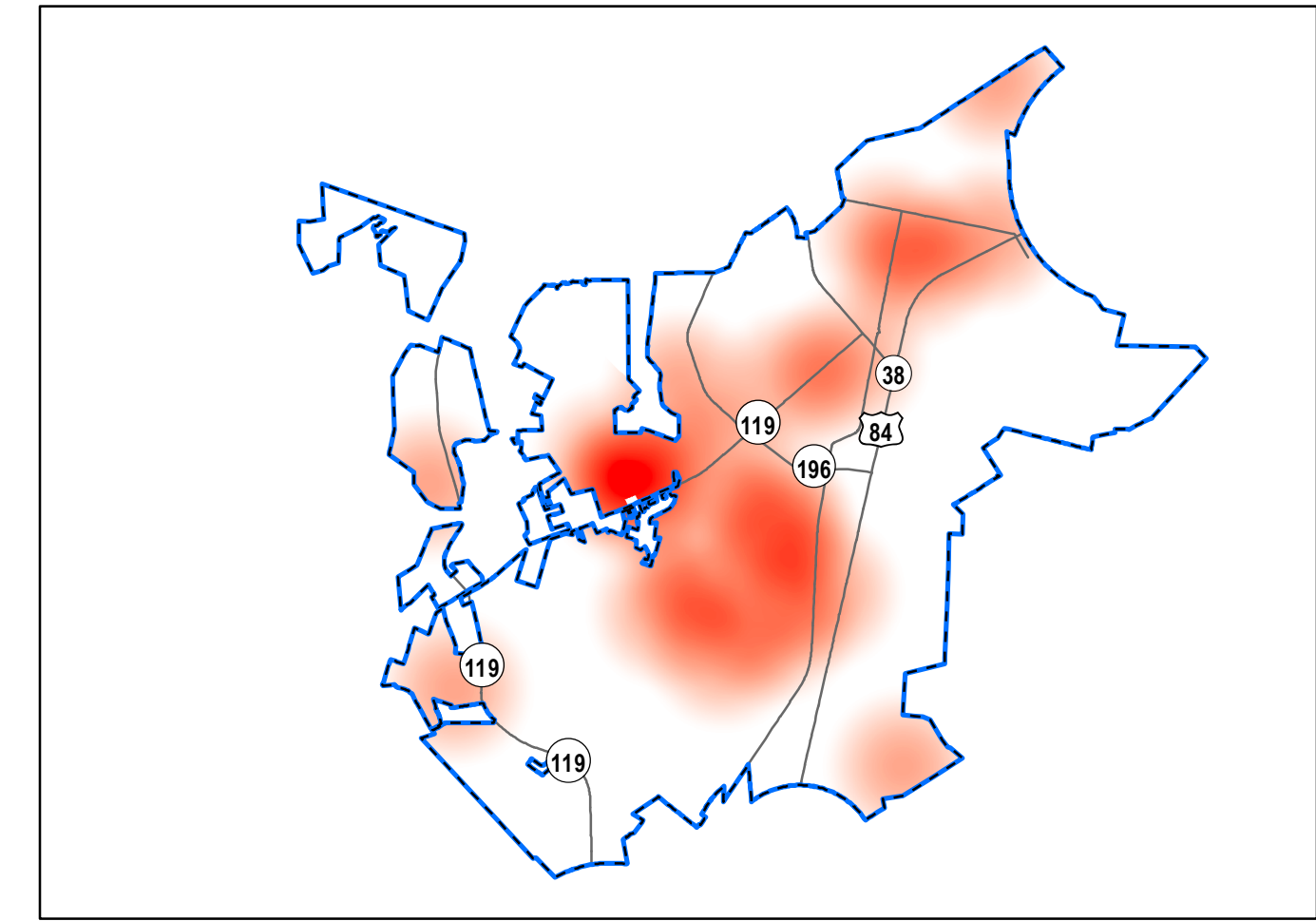
Crime Hotspots

January 2023

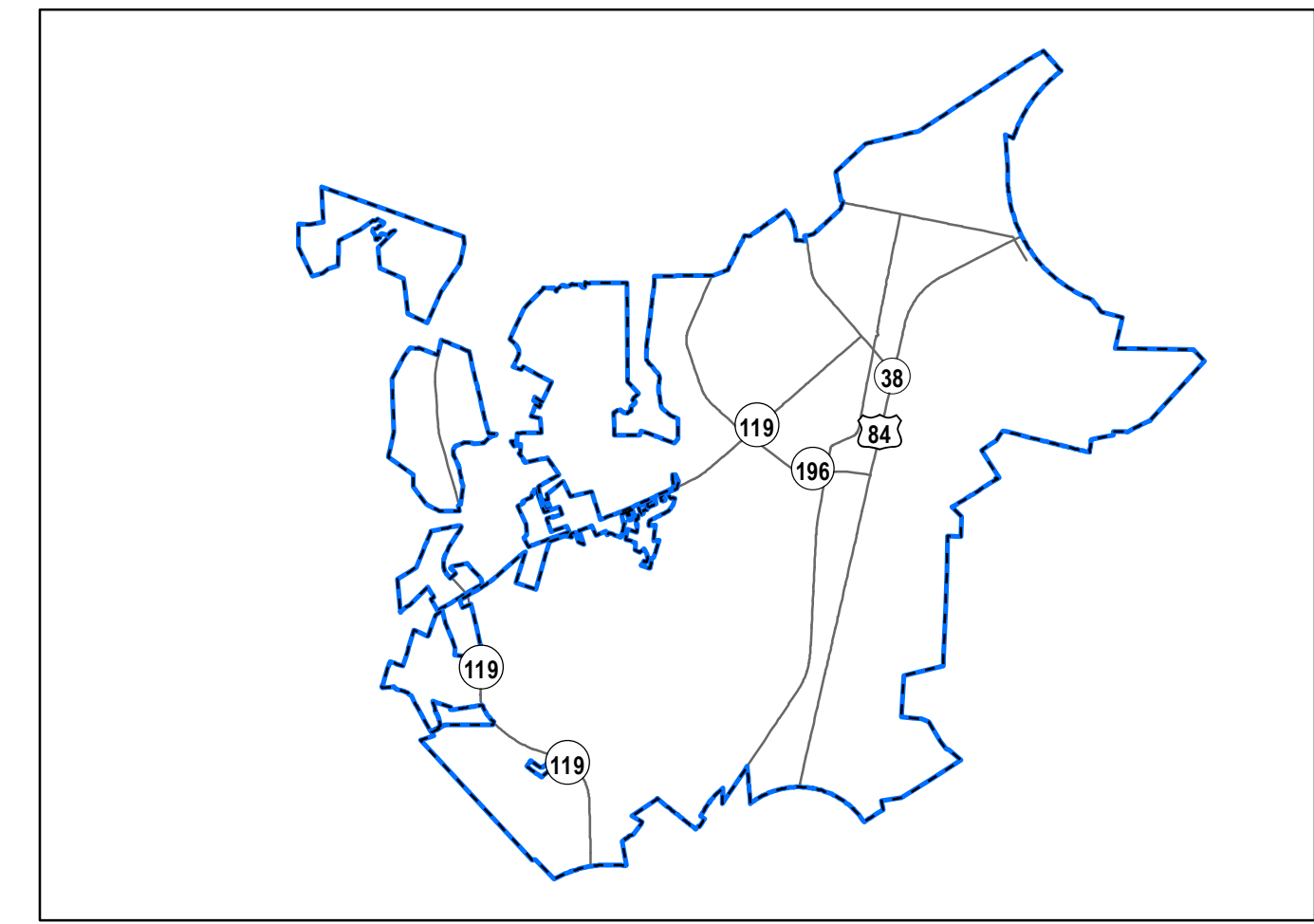
Last Updated: February 09, 2023



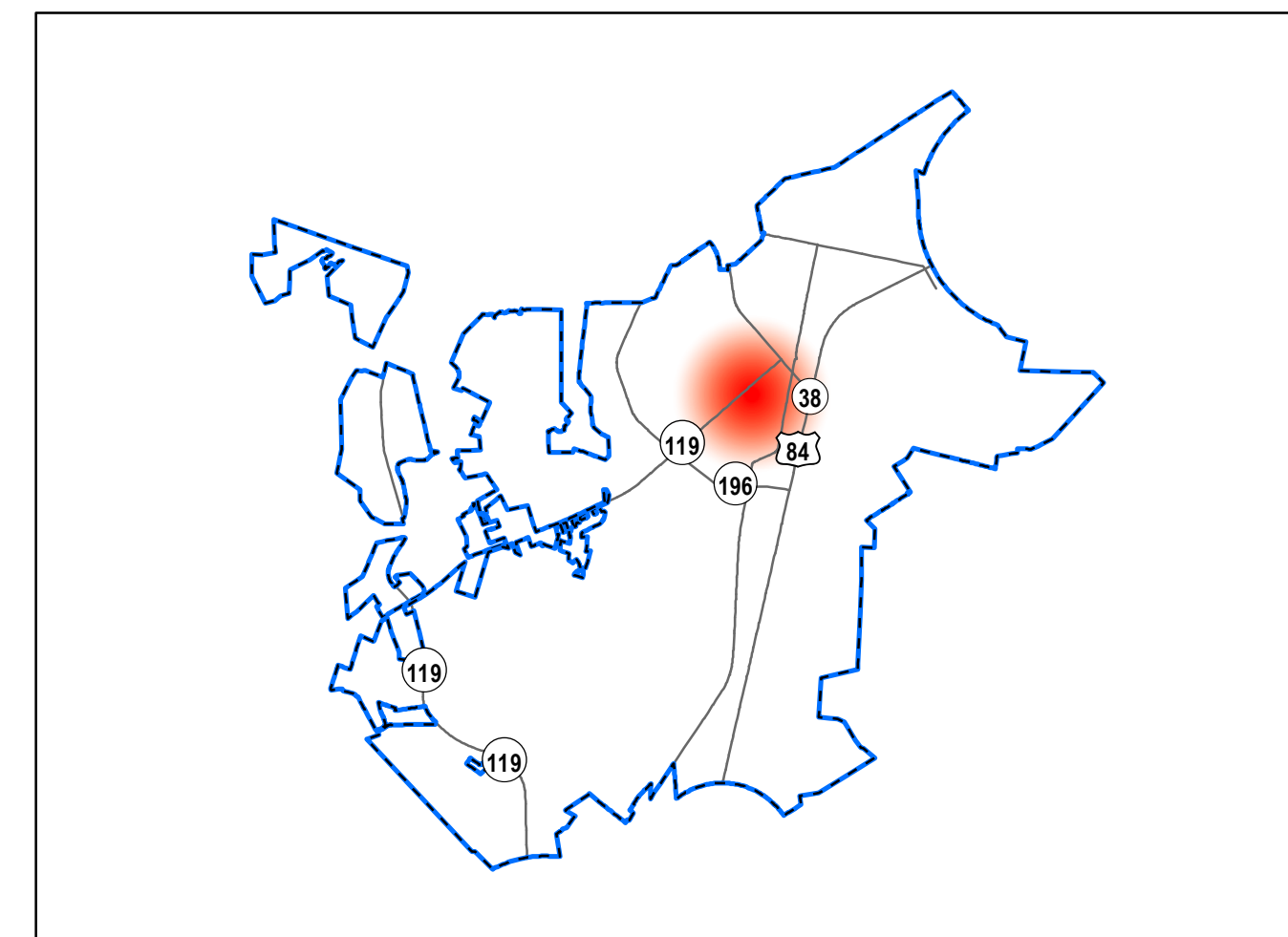
Aggravated Assault



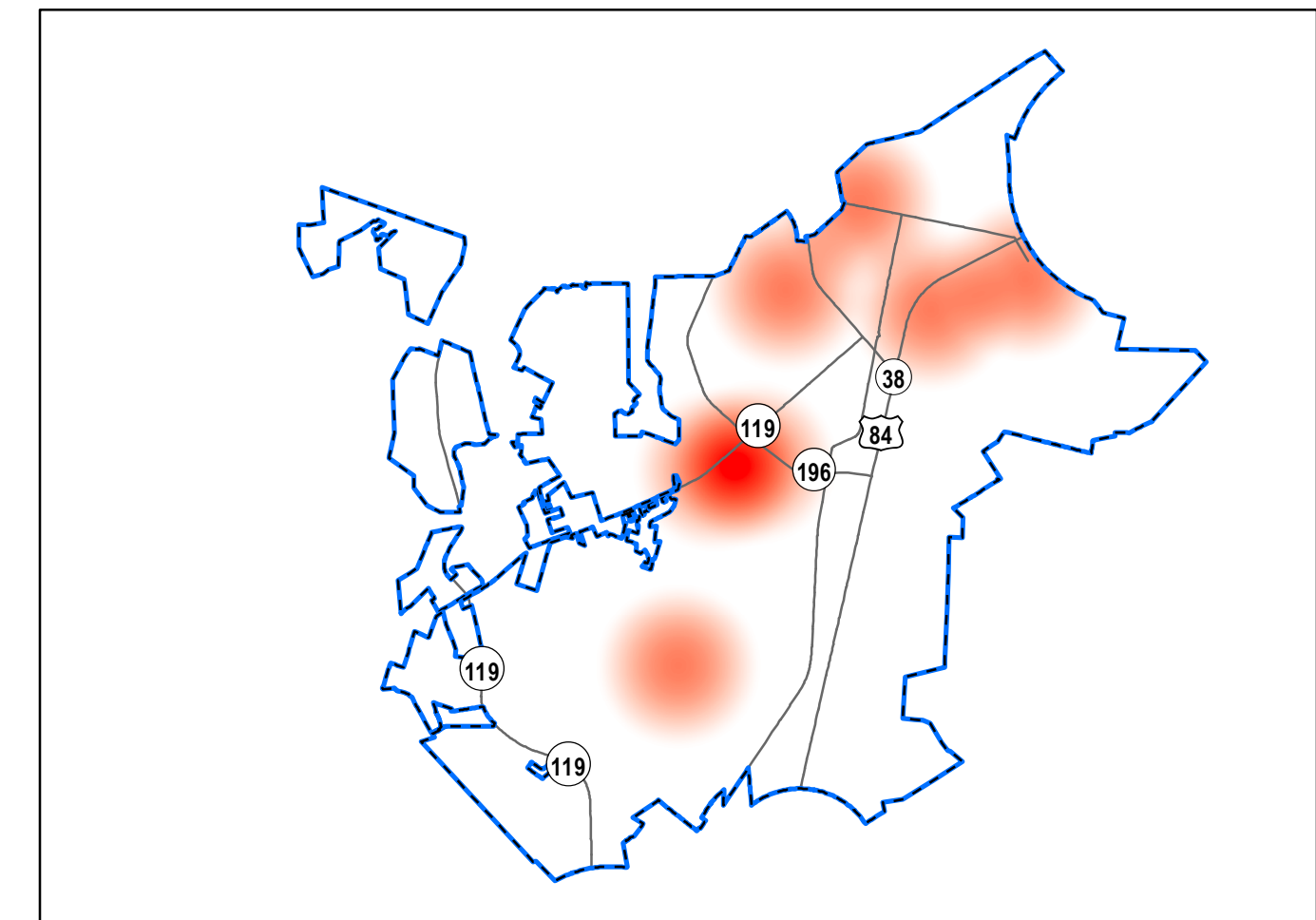
Auto Theft



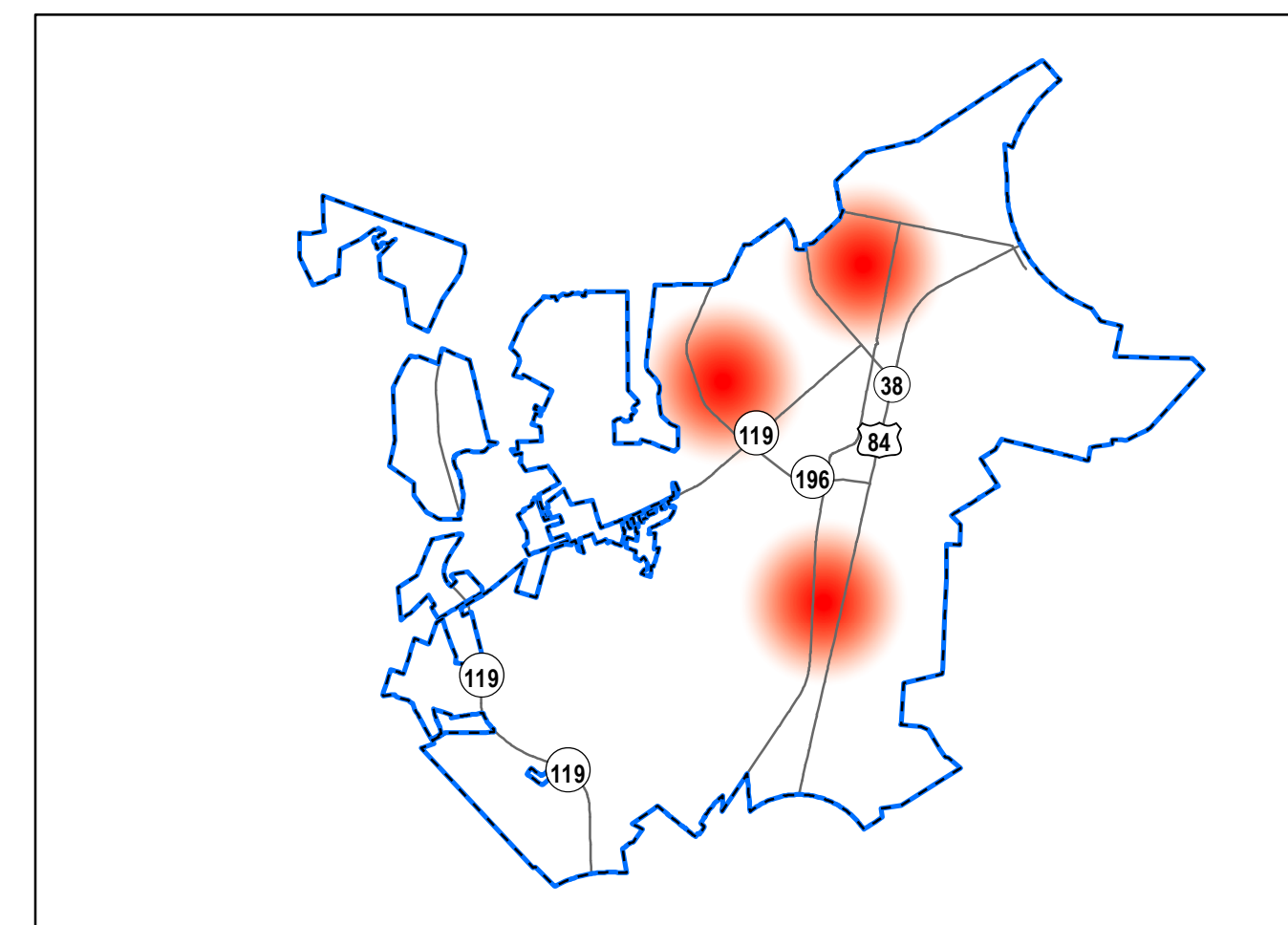
Rape



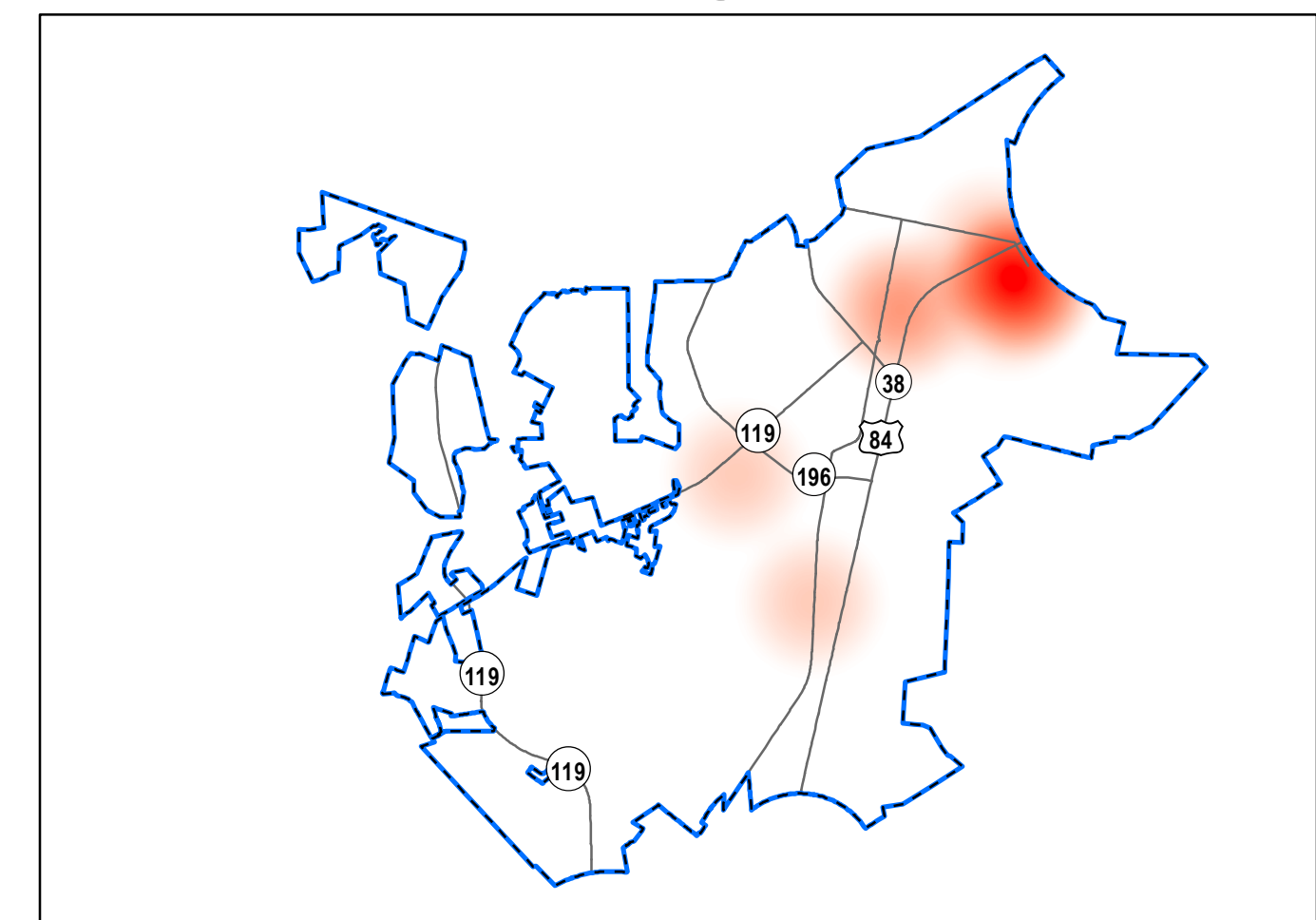
Burglary



Robbery

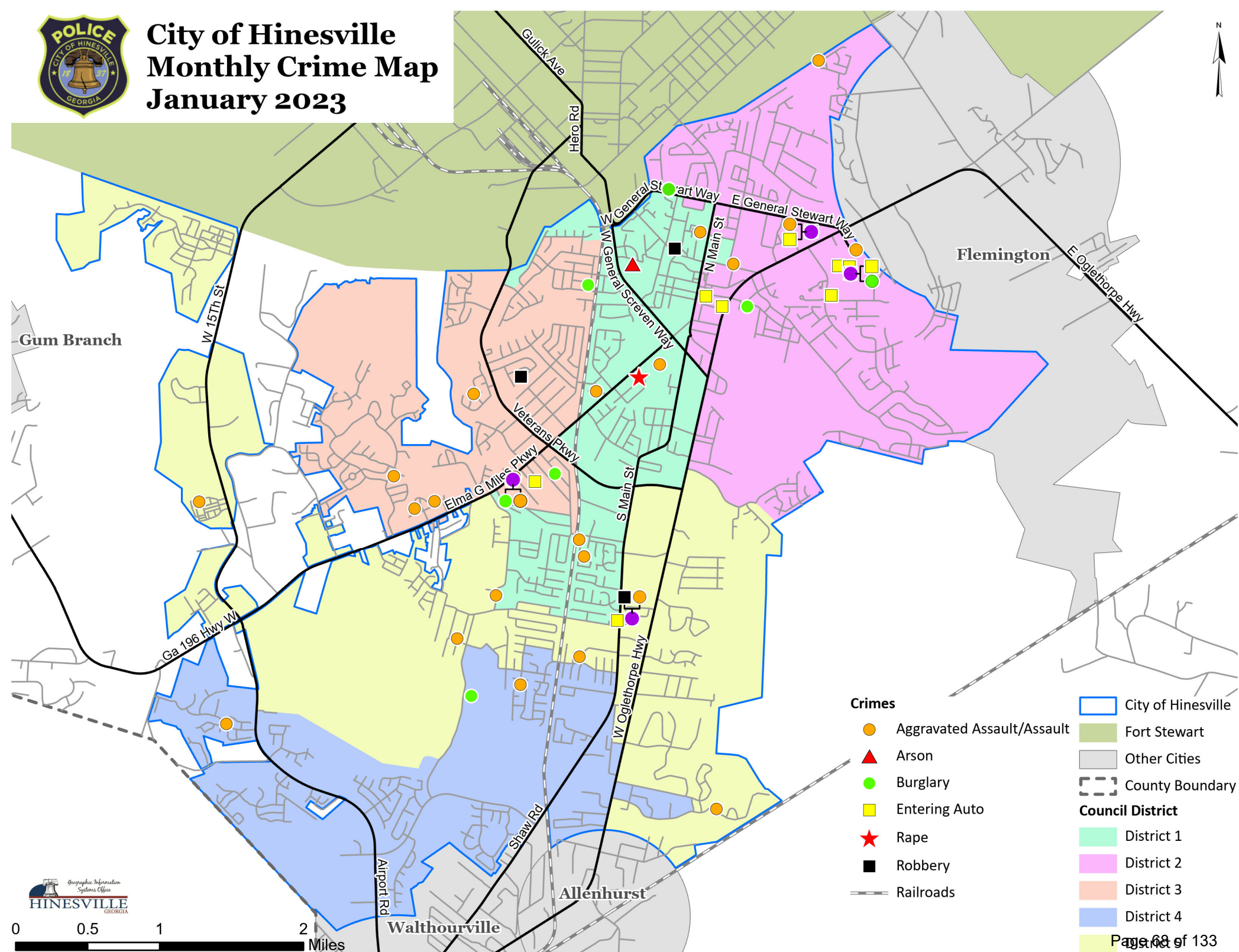


Entering Auto





City of Hinesville Monthly Crime Map January 2023





City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023

Agenda Item: Hinesville Police Department
Meritorious Silver Award

Prepared by: Christy Deloach

Presented by: Kenneth Howard

PURPOSE: To Present for Mayor and Council Consideration, Recognition of the HPD's Receipt of the Meritorious Silver Award for Continuous Commitment to Law Enforcement Excellence and Best Professional Practices for 10 Years as a State Certified Agency.

BACKGROUND: On January 22, 2023, at the Georgia Association of Chiefs of Police Winter Conference, Chief Lloyd Slater was presented with the Georgia Law Enforcement Certification Program's Meritorious Silver Award on behalf of the Hinesville Police Department. The Georgia Police Accreditation Coalition bestows this award on agencies with the distinction of having more than ten years of continuous commitment to law enforcement excellence and the best professional practices as state-certified agencies.

Hinesville Police Department Certification Manager Lisa Joseph, Southeast Regional District representative, manages the police department's certification program. The agency initially obtained State certification on July 25, 2006 and has more than 17 years of continuous service and commitment to law enforcement excellence and professional practices. Officer Joseph is currently preparing the agency for its seventh triennial on-site assessment, scheduled for later this year. The agency will be eligible for the Meritorious Gold Award on January 1, 2026.

FUNDING:

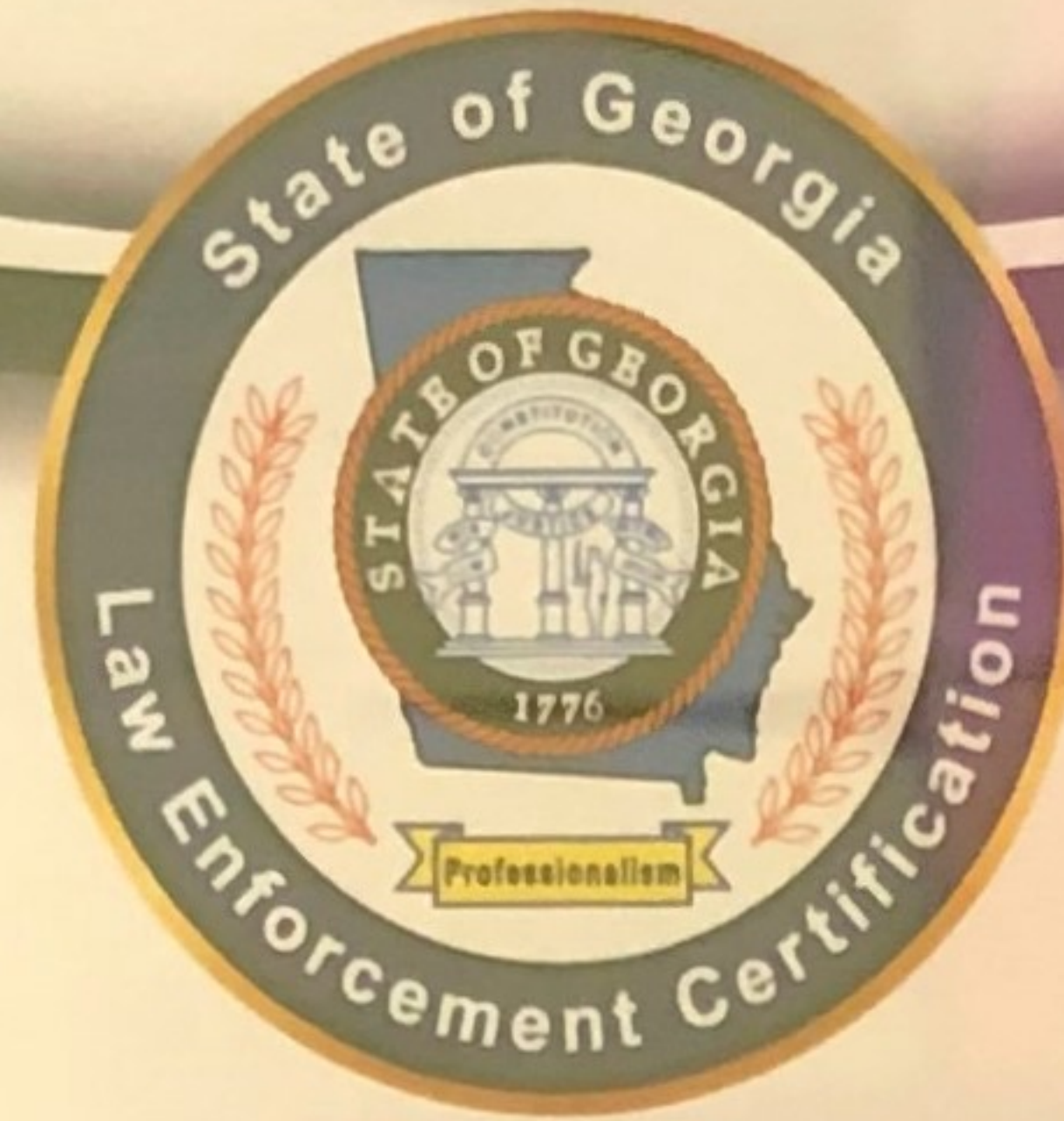
RECOMMENDATION:

ATTACHMENTS:

1. HPD Award
2. Meritorious Silver Award 3

PREVIOUS COUNCIL DISCUSSION:

Georgia Law Enforcement Certification Program



HINESVILLE POLICE DEPARTMENT

IS PRESENTED THE

MERITORIOUS SILVER AWARD

FOR CONTINUOUS COMMITMENT TO LAW ENFORCEMENT
EXCELLENCE AND BEST PROFESSIONAL PRACTICES FOR

10 YEARS

AS A STATE CERTIFIED AGENCY

Alan Rowe
GACP President

Date: 9-23-22

A. A. Butch Ayers
GACP Executive Director

Date: 9-23-22





City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Mayor Pro Tem Jenkins Report
Prepared by: Brittany Avery
Presented by: Mayor Pro Tem Jenkins

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

Monthly Inspections Dept. Report



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Monthly Inspections Dept. Report
Prepared by: Brittany Avery
Presented by: George W. Smith, Jr. Director of Inspections

PURPOSE: To provide activities and collection of fees for the month of January 2023.

BACKGROUND: None

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. January 2023 Monthly Report

PREVIOUS COUNCIL DISCUSSION:

INSPECTIONS DEPARTMENT MONTHLY REPORT
January 2023

			TOTAL ASSESSED	TOTAL FEES COLLECTED
PERMITS ISSUED			VALUE	
14	Residential	New Construction	\$ 4,093,189.00	\$ 84,716.50
25	Residential	Alteration/Addition/Repair	\$ 229,510.00	\$ 1,369.00
1	Commercial	New Construction	\$ 1,500.00	\$ 19,233.55
17	Commercial	Alteration/Addition/Repair	\$ 214,879.00	\$ 1,915.50

PERMITS COMPLETED				
23	Residential	New Construction	\$ 5,902,135.00	\$ 114,718.00
29	Residential	Alteration/Addition/Repair	\$ 257,795.00	\$ 1,200.00
0	Commercial	New Construction	\$ -	\$ -
17	Commercial	Alteration/Addition/Repair	\$ 255,188.00	\$ 1,948.25

92 **Residential New Construction
Permits Completed FY to Date**

CODE ENFORCEMENT	
Complaints Received	41
Field Generated Cases	54
TOTAL NEW CASES	95

INSPECTIONS PERFORMED

750 TOTAL INSPECTIONS
44 *Failed Inspections*

TOTAL CLOSED CASES 99

OTHER FEES COLLECTED

INSPECTIONS DEPT

\$ 20.00 GIS Map Sales
\$ 50.00 Re-Inspection Fees

MOBILE HOMES COMPLETED

REPLACEMENT UNITS	NEW UNITS
0	0

WATER/SEWER FUND

\$ 7,700.00 Water Meter Fees
\$ 8,680.00 Water Impact Fees
\$ 37,940.00 Sewer Impact Fees
\$ 6,000.00 Infrastructure Fees
(Independence/Settlement)

**PORTION OF IMPACT FEES
OUTSIDE CITY LIMITS**

\$ 8,250.00
\$ 11,300.00
\$ 57,900.00

Water ERUs		Sewer ERUs	
Res.	Comm.	Res.	Comm.
14	7.1111	14	3.18

CURRENT PROJECT LIST- January 2023

PROJECT	ADDRESS	CONTRACTOR	ASSESSED VALUE
Azalea Project	Azalea St./ Ash Blvd.	Apex Home/James Rim	\$ 1,192,274
BP Gas Station	1111 W Oglethorpe Hwy	DeWitt-Tilton Group	\$ 708,146
Cherokee Station Ph.2	Fairview Cir.	Dryden Enterprises	\$ 877,510
Cherokee Station Ph.3	Meloney/Stout/Cherokee Oaks Xing	Dryden Enterprises	\$ 4,099,158
Chick-Fil-A Drive Thru Modifications	877 W Oglethorpe Hwy	Emjack, Inc.	\$ 54,752
Diversity Health Clinic	301 A&B, 303 Fraser Dr.	Pioneer Construction	\$ 619,658
Gardens at 15W Ph.1	Brightleaf Cir.	RTS Homes	\$ 309,818
Gardens at 15W Ph.2	Brightleaf Cir.	RTS Homes	\$ 7,917,989
Griffin Park Extension, Ph 3A	Grayson Ave.	Dryden Enterprises	\$ 3,201,085
Heritage Pointe Ph.1	Centennial Ct., & Abode Ave.	Dryden Enterprises	\$ 1,819,951
Hinesville Business Incubator	220 W Washington Ave	Dabbs Williams	\$ 962,734
Hinesville Day Care	969 W Oglethorpe Hwy	Freddie Young	\$ 174,062
Hinesville Fire Station	308 S Commerce St	Lavender & Associates	\$ 2,836,846
Home2 Suites	749 E Oglethorpe Hwy.	Vivid Construction	\$ 6,091,264
Jet Food Stores & Marathon Gas Station	200 W Oglethorpe Hwy	SD Clifton & Meco of Augusta	\$ 1,155,775
Liberty County Pre-K Center	206 Bradwell St	Johnson Laux Constr.	\$ 1,448,802
Mill Creek Phase 1	Mill Creek Cir.	Transcend Custom Homes	\$ 8,102,411
Mt. Carmel Church	454 S Main St	RM Ray Developers	\$ 189,190
Olmstead Apartments	905 Olmstead dr.	Overholt Construction	\$ 1,128,700
Palm Tree Apartments, Bldgs 1 & 2	1474 Kelly Dr., Bldgs 1 & 2	Freddie Young	\$ 3,378,136
Powerhouse Gym Build Out	319 W General Screven Way D1	RM Ray Developers	\$ 78,426
Taylor's Creek Elementary	378 Airport Rd	Dabbs Williams	\$ 3,160,000
Trinity Missionary Baptist Temple	1016 Live Oak Dr.	PAR Church Builders	\$ 147,325
Urgent Care Center	1028 W Oglethorpe Hwy	Maxus Construction	\$ 576,602
Waldo Pafford Elementary	2550 W 15th St	Lavender & Associates	\$ 3,172,000
TOTAL			\$ 53,402,614

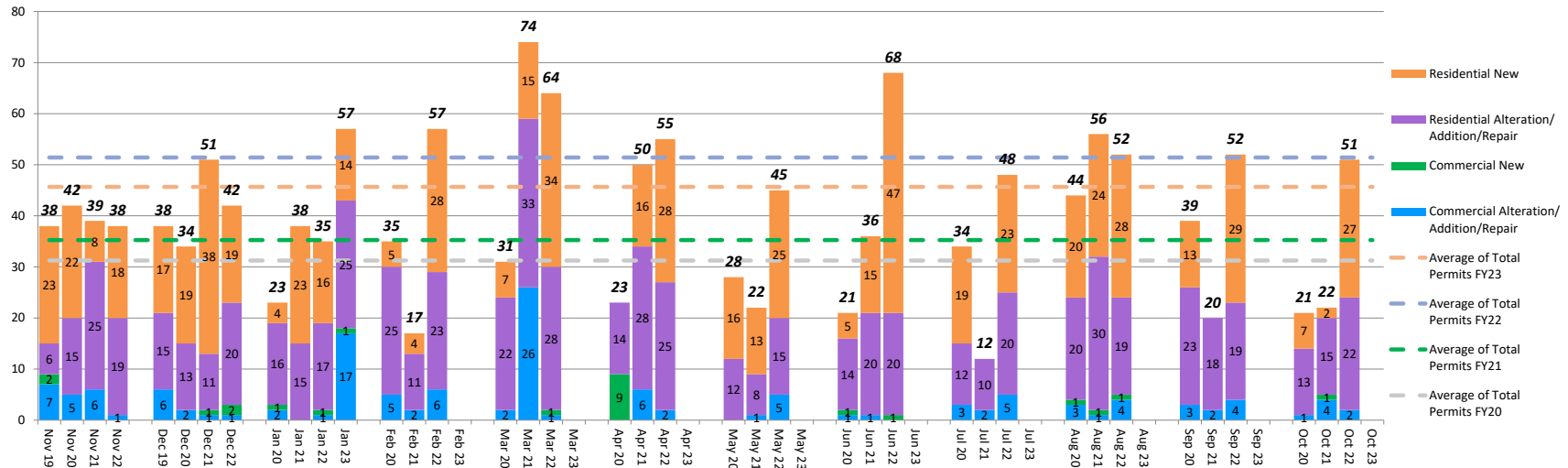


Residential New Construction For FY 2023





Permits Issued Each Month FY 2020 to Present



Totals

	Total # of Permits	Residential New Construction	Residential Alteration/Addition/Repair	Commercial New Construction	Commercial Alteration/Addition/Repair
FY 2020	375	136	192	14	33
FY 2021	423	153	216	2	52
FY 2022	617	331	244	5	37
FY 2023	137	51	64	3	19

Averages

	Total # of Permits	Residential New Construction	Residential Alteration/Addition/Repair	Commercial New Construction	Commercial Alteration/Addition/Repair
FY 2020	31	11	16	1	3
FY 2021	35	13	18	0	4
FY 2022	51	28	20	0	3
FY 2023	46	17	21	1	6

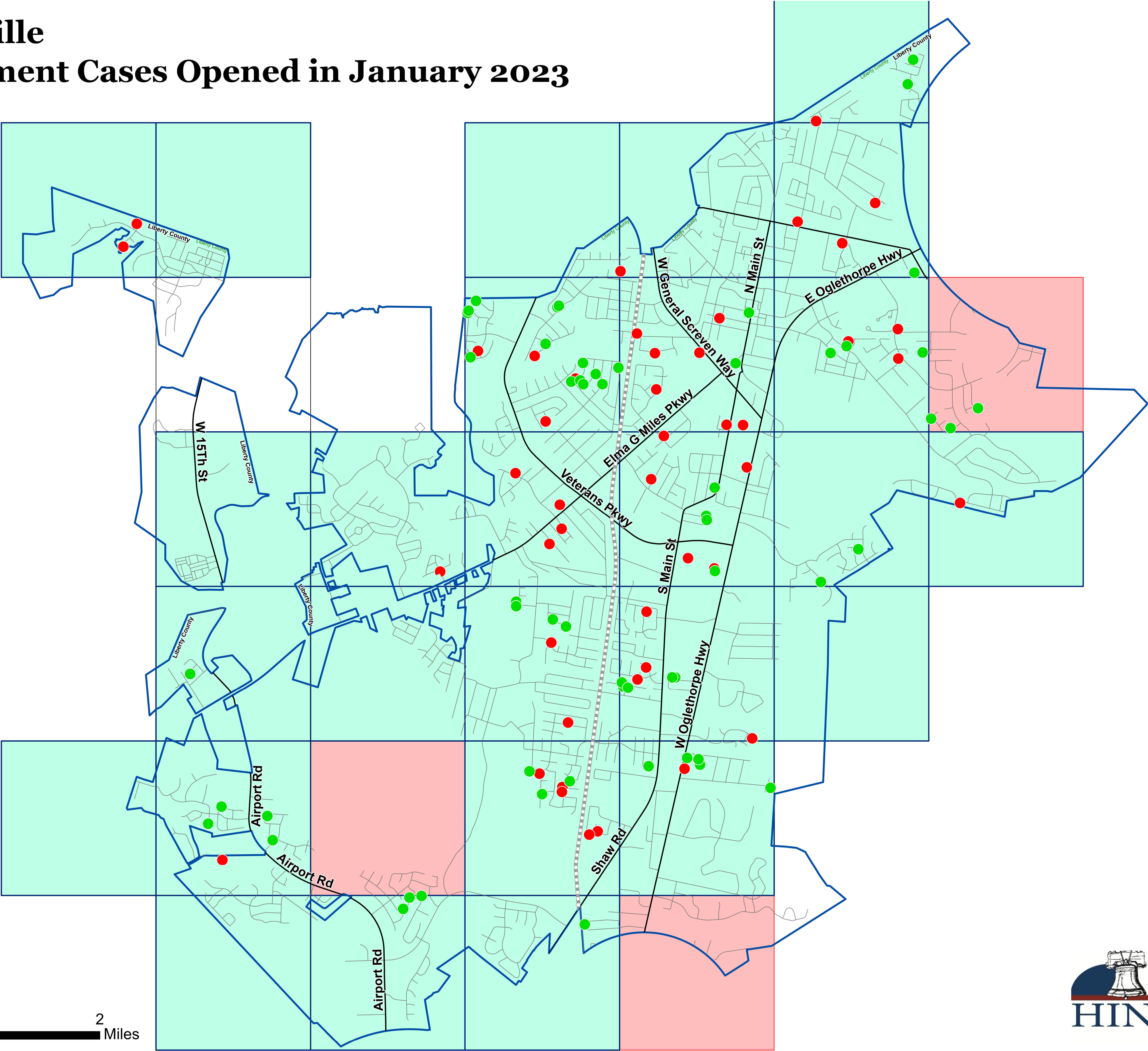
City of Hinesville

Code Enforcement Cases Opened in January 2023

Last Updated: 2/1/2023



- Complaint Cases
- Field Generated Cases
- ▭ Grids Completed FY23
- ▭ Other Grids
- ▭ Grids In Progress



INSPECTIONS DEPARTMENT PERIODIC REPORT SUMMARY OF PERMITS ISSUED

Previous Month January 1, 2023 to January 31, 2023					Fiscal Year to Date November 1, 2022 to January 31, 2023					(Previous) Fiscal Year to Date November 1, 2021 to January 31, 2022				
Permit Type	Code	# of Permits	Assessed Value	Total Fees Collected	Permit Type	Code	# of Permits	Assessed Value	Total Fees Collected	Permit Type	Code	# of Permits	Assessed Value	Total Fees Collected
Single Family (Detached)	101	14	\$ 4,093,189	\$ 84,717	Single Family (Detached)	101	51	\$ 10,953,805	\$ 263,676	Single Family (Detached)	101	62	\$ 3,247,883	\$ 334,248
Single Family (Attached)	102	0	\$ -	\$ -	Single Family (Attached)	102	0	\$ -	\$ -	Single Family (Attached)	102	0	\$ -	\$ -
Two-Family Building	103	0	\$ -	\$ -	Two-Family Building	103	0	\$ -	\$ -	Two-Family Building	103	0	\$ -	\$ -
3 & 4 Fam. Building (Apts)	104	0	\$ -	\$ -	3 & 4 Fam. Building (Apts)	104	0	\$ -	\$ -	3 & 4 Fam. Building (Apts)	104	0	\$ -	\$ -
5+ Fam Building (Apts)	105	0	\$ -	\$ -	5+ Fam Building (Apts)	105	0	\$ -	\$ -	5+ Fam Building (Apts)	105	0	\$ -	\$ -
3 & 4 Fam. Building (Condos)	106	0	\$ -	\$ -	3 & 4 Fam. Building (Condos)	106	0	\$ -	\$ -	3 & 4 Fam. Building (Condos)	106	0	\$ -	\$ -
5+ Fam. Building (Condos)	107	0	\$ -	\$ -	5+ Fam. Building (Condos)	107	0	\$ -	\$ -	5+ Fam. Building (Condos)	107	0	\$ -	\$ -
Manu. Home (New Locate)	111	0	\$ -	\$ -	Manu. Home (New Locate)	111	1	\$ 53,599	\$ 75	Manu. Home (New Locate)	111	0	\$ -	\$ -
Manu. Home (Replacement)	112	0	\$ -	\$ -	Manu. Home (Replacement)	112	3	\$ 161,358	\$ 225	Manu. Home (Replacement)	112	1	\$ 29,362	\$ 75
Driveway/Open Ditch Encl.	113	2	\$ 10,900	\$ 60	Driveway/Open Ditch Encl.	113	6	\$ 154,100	\$ 413	Driveway/Open Ditch Encl.	113	14	\$ 38,800	\$ 420
Well Drilling Permit	116	0	\$ -	\$ -	Well Drilling Permit	116	0	\$ -	\$ -	Well Drilling Permit	116	1	\$ 3,500	\$ 35
Electrical Permit	120	25	\$ 543,990	\$ 1,303	Electrical Permit	120	80	\$ 1,254,407	\$ 4,413	Electrical Permit	120	55	\$ 572,841	\$ 2,815
Plumbing Permit	121	13	\$ 157,565	\$ 705	Plumbing Permit	121	33	\$ 215,515	\$ 1,610	Plumbing Permit	121	17	\$ 156,062	\$ 980
Mechanical Permit	122	17	\$ 237,859	\$ 1,185	Mechanical Permit	122	28	\$ 355,789	\$ 1,851	Mechanical Permit	122	22	\$ 415,246	\$ 2,112
Gas Permit	123	0	\$ -	\$ -	Gas Permit	123	0	\$ -	\$ -	Gas Permit	123	3	\$ 25,000	\$ 111
Hotel or Motel	213	0	\$ -	\$ -	Hotel or Motel	213	0	\$ -	\$ -	Hotel or Motel	213	0	\$ -	\$ -
Amusement/Recreation	318	0	\$ -	\$ -	Amusement/Recreation	318	0	\$ -	\$ -	Amusement/Recreation	318	0	\$ -	\$ -
Church/Religious Building	319	0	\$ -	\$ -	Church/Religious Building	319	0	\$ -	\$ -	Church/Religious Building	319	0	\$ -	\$ -
Industrial Building	320	0	\$ -	\$ -	Industrial Building	320	0	\$ -	\$ -	Industrial Building	320	0	\$ -	\$ -
Parking Garage	321	0	\$ -	\$ -	Parking Garage	321	0	\$ -	\$ -	Parking Garage	321	0	\$ -	\$ -
Serve Station/Repair Garage	322	0	\$ -	\$ -	Serve Station/Repair Garage	322	0	\$ -	\$ -	Serve Station/Repair Garage	322	0	\$ -	\$ -
Hospital/Institution	323	0	\$ -	\$ -	Hospital/Institution	323	0	\$ -	\$ -	Hospital/Institution	323	0	\$ -	\$ -
Office, Bank/Professional Bldg.	324	0	\$ -	\$ -	Office, Bank/Professional Bldg.	324	0	\$ -	\$ -	Office, Bank/Professional Bldg.	324	0	\$ -	\$ -
Public Works/Utilities	325	0	\$ -	\$ -	Public Works/Utilities	325	0	\$ -	\$ -	Public Works/Utilities	325	0	\$ -	\$ -
School/Educational Bldg.	326	0	\$ -	\$ -	School/Educational Bldg.	326	0	\$ -	\$ -	School/Educational Bldg.	326	0	\$ -	\$ -
Store/Mercantile Building	327	1	\$ 1,500	\$ 19,234	Store/Mercantile Building	327	3	\$ 851,646	\$ 28,461	Store/Mercantile Building	327	2	\$ 1,362,504	\$ 13,463
Other Non-Residential Bldg.	328	16	\$ 50,901	\$ 430	Other Non-Residential Bldg.	328	29	\$ 420,518	\$ 2,832	Other Non-Residential Bldg.	328	11	\$ 123,183	\$ 1,143
Structures other than Bldg.	329	18	\$ 693,564	\$ 4,370	Structures other than Bldg.	329	64	\$ 1,914,984	\$ 13,061	Structures other than Bldg.	329	33	\$ 547,200	\$ 3,874
Sign	330	2	\$ 9,400	\$ 75	Sign	330	18	\$ 63,531	\$ 700	Sign	330	11	\$ 50,665	\$ 500
Add/Alter/Repair Res. Bldg.	434	25	\$ 229,510	\$ 1,369	Add/Alter/Repair Res. Bldg.	434	64	\$ 588,079	\$ 3,086	Add/Alter/Repair Res. Bldg.	434	53	\$ 712,560	\$ 3,862
Add/Alter/Repair Non-Res. Bldg.	437	20	\$ 389,305	\$ 2,803	Add/Alter/Repair Non-Res. Bldg.	437	23	\$ 487,899	\$ 6,514	Add/Alter/Repair Non-Res. Bldg.	437	8	\$ 750,525	\$ 4,923
Residential Garage/Carport	438	0	\$ -	\$ -	Residential Garage/Carport	438	0	\$ -	\$ -	Residential Garage/Carport	438	0	\$ -	\$ -
Demolition	450	1	\$ -	\$ 50	Demolition	450	6	\$ -	\$ 300	Demolition	450	1	\$ -	\$ 50
Move House/Structure/Bldg.	475	0	\$ -	\$ -	Move House/Structure/Bldg.	475	0	\$ -	\$ -	Move House/Structure/Bldg.	475	0	\$ -	\$ -
Sprinkler System, Bldg. Only	501	0	\$ -	\$ -	Sprinkler System, Bldg. Only	501	3	\$ 84,575	\$ 648	Sprinkler System, Bldg. Only	501	0	\$ -	\$ -
TOTAL		154	\$ 6,417,683	\$ 116,300	TOTAL		412	\$ 17,559,805	\$ 327,864	TOTAL		294	\$ 8,035,331	\$ 368,611

* Total Fees Collected include base permit fee, impact fee, and plan review fee. The table below indicates plan review fees collected, which is included in the total above.

Previous Month January 1, 2023 to January 31, 2023			Fiscal Year to Date November 1, 2022 to January 31, 2023			(Previous) Fiscal Year to Date November 1, 2021 to January 31, 2022		
Plan Review Fees Collected		\$ 4,525.50	Plan Review Fees Collected		\$ 14,012.50	Plan Review Fees Collected		\$ 10,711.75



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Councilmember Nelson's Report
Prepared by: Wendy Bruce Sochia
Presented by: Councilmember Nelson

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

Monthly HFD Report



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Monthly HFD Report
Prepared by: Wendy Bruce Sochia
Presented by: Robert Kitchings

PURPOSE: To Present for Mayor and Council Consideration, HFD Monthly Report - January 2023

BACKGROUND: HFD Monthly Report - January 2023

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. HFD Monthly Report - January 2023

PREVIOUS COUNCIL DISCUSSION:

Hinesville Fire Department Incident Activity Report

Period	Hinesville City Limits	Flemington City Limits	Liberty County	Midway City Limits	Richmond Hill	Jesup	Glennville	Sta 1 Totals	Hinesville City Limits	Walthourville City Limits	Allenhurst City Limits	Gumbranch City Limits	Riceboro City Limits	Liberty County	Long County	Sta 2 Totals	Totals
November 1-30, 2022	290	9															299
December 1-31, 2022	260	12															272
January 1-31, 2023	294	13															307
February 1-28, 2023																	0
March 1-31, 2023																	0
April 1-30, 2023																	0
May 1-31, 2023																	0
June 1-30, 2023																	0
July 1-31, 2023																	0
August 1-21, 2023																	0
September 1-30, 2023																	0
October 1-31, 2023																	0
Totals	844	34	0	0	0	0	0	0	0	0	0	0	0	0	0	0	878

Non Incident Activity Report

Period	Burn Permits	Car Seats	Smoke Detectors	Public Education	Swimming Pool Filled	CPR	First Response	BP Checks	Station Tour	Fire Safety House	Safety Talk	Totals
November 1-30, 2022	26		2	389								417
December 1-30, 2022	32	5	5	471								513
January 1-31, 2023	33	5	1	87	1		30					157
February 1-28, 2023												0
March 1-31, 2023												0
April 1-30, 2023												0
May 1-31, 2023												0
June 1-30, 2023												0
July 1-31, 2023												0
August 1-31, 2023												0
September 1-30, 2023												0
October 1-31, 2023												0
Totals	91	10	8	947	1	0	30	0	0	0	0	1087

City of Hinesville

Hinesville Fire Department

Dollar Value Saved and Loss

Period	# of Fires	Total Values	Total Losses	Total Saved	Total % Losses	Total % Saved
November 1-30, 2022	1	26,590	19,943	6,648	75.00%	25.00%
December 1-31, 2022	2	322,019	1,255	320,764	0.39%	99.61%
January 1-31, 2023	1	111,980	44,239	67,740	39.51%	60.49%
February 1-28, 2023						
March 1-31, 2023						
April 1-30, 2023						
May 1-31, 2023						
June 1-30, 2023						
July 1-31, 2023						
August 1-31, 2023						
September 1-30, 2023						
October 1-31, 2023						
Fiscal Year 2022 YTD	4	\$ 460,589	\$ 65,437	\$ 395,152	14.21%	85.79%



Custom ▾

Jan 1, 2023 - Jan 31, 2023 ▾

39%

FIRE
Percentage of Total
Incidents

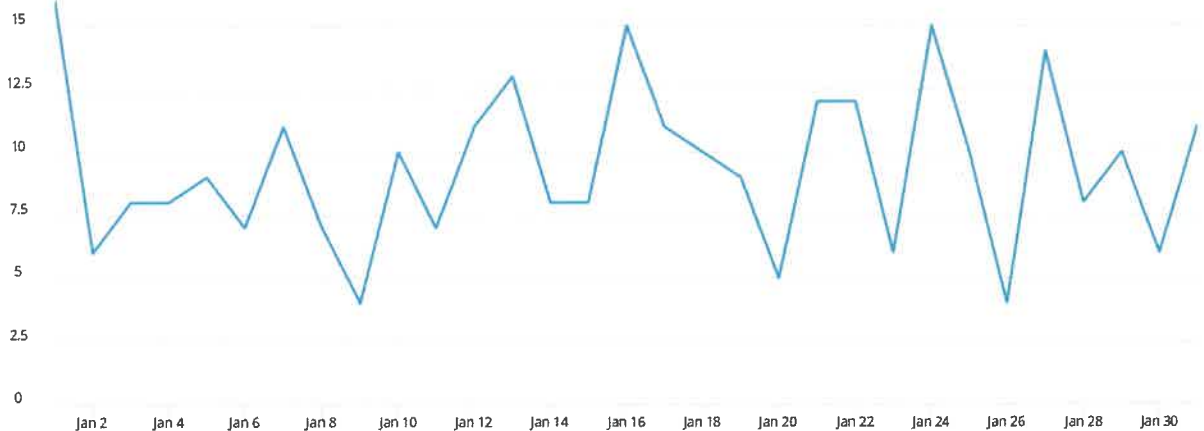
61%

EMS
Percentage of Total
Incidents

290

INCIDENTS
In Selected Time Span

31

DAYS
In Selected Time Span

Counts

% Rows

% Columns

% All

Week Ending	1/1/23	1/8/23	1/15/23	1/22/23	1/29/23	2/5/23	2/12/23	2/19/23	2/26/23	3/5/23	3/12/23	3/19/23	3/26/23	Total
(11) Structure Fire		1		3										4
(12) Fire in mobile property used as a fixed structure			1											1
(13) Mobile property (vehicle) fire		1	1	1										3
(14) Natural vegetation fire		2	1											3
(15) Outside rubbish fire	1													1
(16) Special outside fire			1	1										2
(25) Excessive heat, scorch burns with no ignition				1										1
(31) Medical assist	5	29	28	37	32	12								143
(32) Emergency medical service (EMS) incident	2	4	8	6	12	2								34
(33) Lock-In				1										1
(35) Extrication, rescue		1												1
(41) Combustible/f... spills & leaks			4	1	1									6
(42) Chemical release, reaction, or toxic condition				1										1
(44) Electrical wiring/equipm. problem	2	2		2										6
(52) Water problem					1									1

Week Ending	1/1/23	1/8/23	1/15/23	1/22/23	1/29/23	2/5/23	2/12/23	2/19/23	2/26/23	3/5/23	3/12/23	3/19/23	3/26/23	Total
(55) Public service assistance		1												1
(56) Unauthorized burning				1	3									4
(61) Dispatched and canceled en route	1	4	4	3	9	1								22
(62) Wrong location, no emergency found	1	3	1	5	1	1								12
(63) Controlled burning			1											1
(65) Steam, other gas mistaken for smoke	2	1		1										4
(73) System or detector malfunction		2	4	3	1									10
(74) Unintentional system/detect... operation (no fire)	2	6	7	9	7	1								32
Total	16	57	61	76	67	17								294



Custom ▾

Jan 1, 2023 - Jan 31, 2023 ▾

46%

FIRE

Percentage of Total
Incidents

54%

EMS

Percentage of Total
Incidents

13

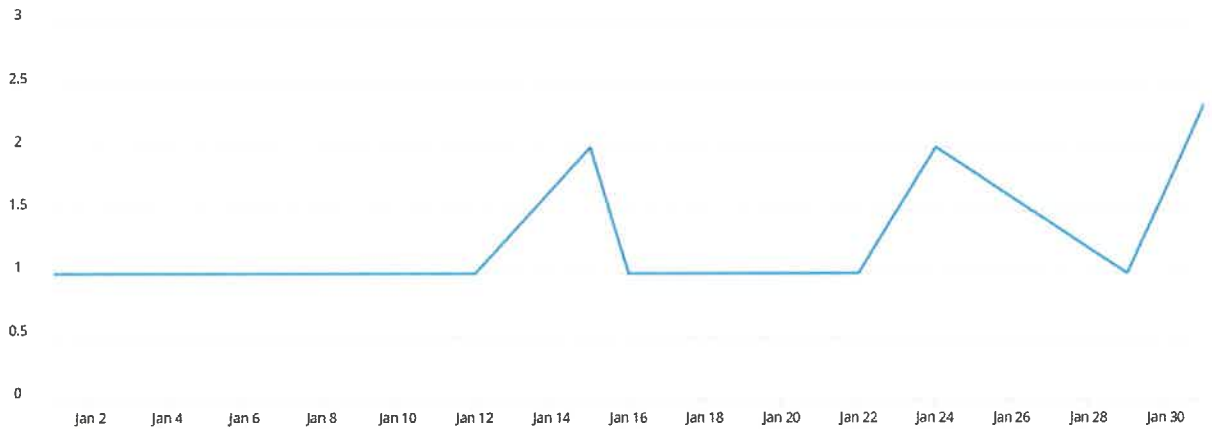
INCIDENTS

in Selected Time Slice

31

DAYS

in Selected Time Slice



Counts

% Rows

% Columns

% All

Week Ending	1/1/23	1/8/23	1/15/23	1/22/23	1/29/23	2/5/23	2/12/23	2/19/23	2/26/23	3/5/23	3/12/23	3/19/23	3/26/23	Total
(31) Medical assist	1	1		1	2									5
(32) Emergency medical service (EMS) incident				2										2
(61) Dispatched and canceled en route			2											2
(73) System or detector malfunction			1											1
(74) Unintentional system/detect... operation (no fire)				2	1									3
Total	1	1	3	5	3									13

January Totals	Totals
Public Safety Education	87
Smoke Detectors	1
Burn Permits	33
Car Seats	5
CPR	0
Pool Fills	1

**Hinesville Fire Department
Public Safety Education Report
January 1, 2022 to January 31, 2022**

Date	Shift	Location	Description	Contacts
1/4/2023	A	103 Liberty Street (Station 1)	Car Seat Check	1
1/7/2023	B	Shaw Road Training Site	First Responder Standby	30
1/7/2023	B	122 W. Court Street (Play Datez!)	Engine Display	50
1/10/2023	B	103 Liberty Street (Station 1)	Car Seat Check	1
1/11/2023	C	103 Liberty Street (Station 1)	Car Seat Check	1
1/20/2023	C	909 Kings Road	Pool Fill	1
1/20/2023	C	108 Hancock Street	Smoke Detector Check	1
1/24/2023	A	103 Liberty Street (Station 1)	Car Seat Check	1
1/26/2023	C	103 Liberty Street (Station 1)	Car Seat Check	1
Total Contacts Made				87

Hinesville Fire Department Monthly Inspection Report

Period	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
30 Day Re-Inspection	-	-	-									
Above Grid Inspection	1	5	2									
Annual Inspection	11	6	2									
Business License	7	14	20									
Commercial Burn Inspection	-		-									
Compaint	3	10	4									
Consultation	1	1	1									
Courtesy Walk Through	4	10	8									
Final	8	3	2									
Fireworks Display Inspection	-	5	-									
Fire Alarm	1	-	-									
Food Truck Inspection	-	-	4									
Firewall/Barrier	2	2	2									
Hood Suppression	-	-	-									
Hood System Light Test Inspection	-	-	-									
HVAC Smoke Test Inspection	2	-	-									
Occupancy	1	-	-									
Hydrant Inspection	-	-	-									
Plans Review	-	-	-									
Pre-Construction	-	-	-									
Special Request	-	1	1									
Sprinkler System	-	-	3									
Underground Pressure Test	-	1	-									
	41	58	49	-	-	-	-	-	-	-	-	-



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Councilmember Floyd's Report
Prepared by: Rose Kenner
Presented by: Councilmember Floyd

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

Monthly Business License Report
Monthly Birthdays
Liberty Transit Monthly Report
HYC Progress Report



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Monthly Business License Report
Prepared by: Deridra Weeks
Presented by: Deridra Weeks

PURPOSE: To inform Mayor and Council of new license applications received for the month of January.

BACKGROUND: The attached list shows all business license applications processed in January 2023. The list includes businesses that have started and/or completed the process of obtaining a City of Hinesville business license. The report includes 18 new businesses and 3 changes in ownership.

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. January Monthly Report

PREVIOUS COUNCIL DISCUSSION: None



Monthly Business License Report

Completed and/or Pending Business License Applications

JANUARY

From: 01/01/2023

To: 01/31/2023

Status	Start Date	Trade Name	BL Address	Nature of Business
C	1/01/2023	ELLIE'S FLOWER SHOP LLC	933 ELMA G MILES PKWY	453110 FLOWER SHOP
C	1/01/2023	NATIONAL ENTERTAINMENT NETWORK LLC	103 GENERAL SCREVEN WAY	454210 - COIN OPERATED AMUSEMENT MACHINE
C	1/01/2023	BLESS 4 LESS LLC BBQ	735 ELMA G MILES PKWY STE B	722211 - RESTAURANT
C	1/03/2023	AWAKEN YOUR DREAMS LLC	406-A TARVER STREET	812990 - SPIRITUAL STUDIES LIFE COACHING
C	1/05/2023	INDEPENDENCE BEHAVIOR SOLUTIONS	508 N MAIN STE D	621340 - ABA SERVICES - BEHAVIOR ANALYSIS
P	1/09/2023	CG STORE-GUARD LLC	324 FRASER CIRCLE	531130 - SELF STORAGE UNITS
C	1/10/2023	NU-IMAGE BARBER SALON	103 W GENERAL SCREVEN UNIT U	812111 - BARBER AND BEAUTY SALON
P	1/10/2023	SOUTHERN COAST HAULING	730 GENERAL STEWART WAY	484220 - DIRT HAULING
C	1/18/2023	R & R PROPERTY MAINTENANCE LLC	105 CEDAR STREET	561730 - LAWN CARE & HANDYMAN SERVICE
C	1/20/2023	PRESSED & PRISSY SALON SUITE	908 S MAIN ST STE 102D	812112 - NATURAL HAIR SALON
P	1/23/2023	EXECUTIVE SALON SUITES	110 EAST M L KING JR DRIVE STE 2J	812112 - SALON SUITES
P	1/23/2023	RICHMOND HILL BEHAVIORAL HEALTH LLC	512 S MAIN ST STE B	621111 - PSYCHOLOGIST OFFICE
C	1/24/2023	LIBERTY TATTOO COMPANY	933 ELMA G MILES PKWY STE 106	812199 - TATTOO SHOP
C	1/25/2023	A & J PINE COVE HOMES LLC	912 W PINE ST	53110- PROPERTY MANAGEMENT
P	1/25/2023	DELTA SOUTH CONSTRUCTION OF GEORGIA	213 E MEMORIAL DRIVE	236115 - BUILDING CONSTRUCTION SITE WORK
P	1/26/2023	GLAMOUR AND SWEETS	100 GAUSE ST	812990 - PARTY ENTERTAINMENT
P	1/27/2023	LANDSTAR FINANCIAL LLC	404 S MAIN ST	522291 - FINANCIAL SERVICES
P	1/30/2023	VAPE & TOBACCO OUTLET	104 W GENERAL SCREVEN WAY	452990 - TOBACCO SHOP
C	1/31/2023	GENESIS CLEANER LLC	503 BRADWELL ST	561720 - JANITORIAL SERVICES

NEW	18	ACTIVE ACCOUNTS ENDIG IN DECEMBER 2022	1408
CHANGE IN OWNERSHIP	3	TERMINATED ACCOUNTS IN JANUARY 2023	18
TOTAL	21	ACOOUNTS ACTIVE IN JANUARY 2023	1429



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Monthly Birthdays
Prepared by: Rose Kenner
Presented by: Councilmember Floyd

PURPOSE: For Mayor and Council to Acknowledge Employee Birthdays for the month of...

BACKGROUND: None

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. February Birthdays

PREVIOUS COUNCIL DISCUSSION:

FEBRUARY BIRTHDAYS



James A Brown **Mayor**

Henry Robert **Admin**

Sarah Sylvester **Finance**

Gregory Joseph **Police**

William Artman **Police**

Cody Harman **Police**

James Merryman **Police**

Carolyn Canga **Police**

Jonathan Figueroa **Police**

Cornelius Butler **Fire**

Daniel Hamilton **Fire**

Jose Ortiz-Macias **Fire**

John Buckner **Inspections**

Cheyenne White **Student Worker**



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Liberty Transit Monthly Report
Prepared by: Kendra Ivy
Presented by: Karen Randolph

PURPOSE: To Present for Mayor and Council Consideration, Monthly Transit Operation and Status Report.

BACKGROUND: On November 1, 2020, First Transit assumed Third Party Operator management services of the Liberty Transit Public Transportation System. As the new General Manager, Karen Randolph is responsible for the day-to-day operations of Liberty Transit as well as managing the public transportation system's planning and public outreach efforts and providing monthly updates to Council.

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. Liberty Transit Council Presentation 02-2023

PREVIOUS COUNCIL DISCUSSION: Not Applicable



Staffing:

- Short 2 Operators
- 2 In Training

Staffing (10) FTE's

- (1) General Manager, CDL
- (1) Dispatcher/ Admin, CDL
- (1) Supervisor, CDL
- (5) Operators, CDL
- (1) Technician in charge, CDL, ASE
- (1) Service Employee / Fueler

Safety:

- **Safety meetings/trainings are conducted monthly**
January's Topic – Our Journey to Safety – Considering Safety in Every Decision
- **Zero accidents or employee injuries** – January 2023
- **2 drug and 0 alcohol tests**

Maintenance:

- 1 preventive maintenance – January 2023 (every 6k miles schedule)
- Zero Road Calls – January 2023

Operations:

- Zero route deviations
- Zero complaints

Ridership:

Figure 1. Fixed Route Service

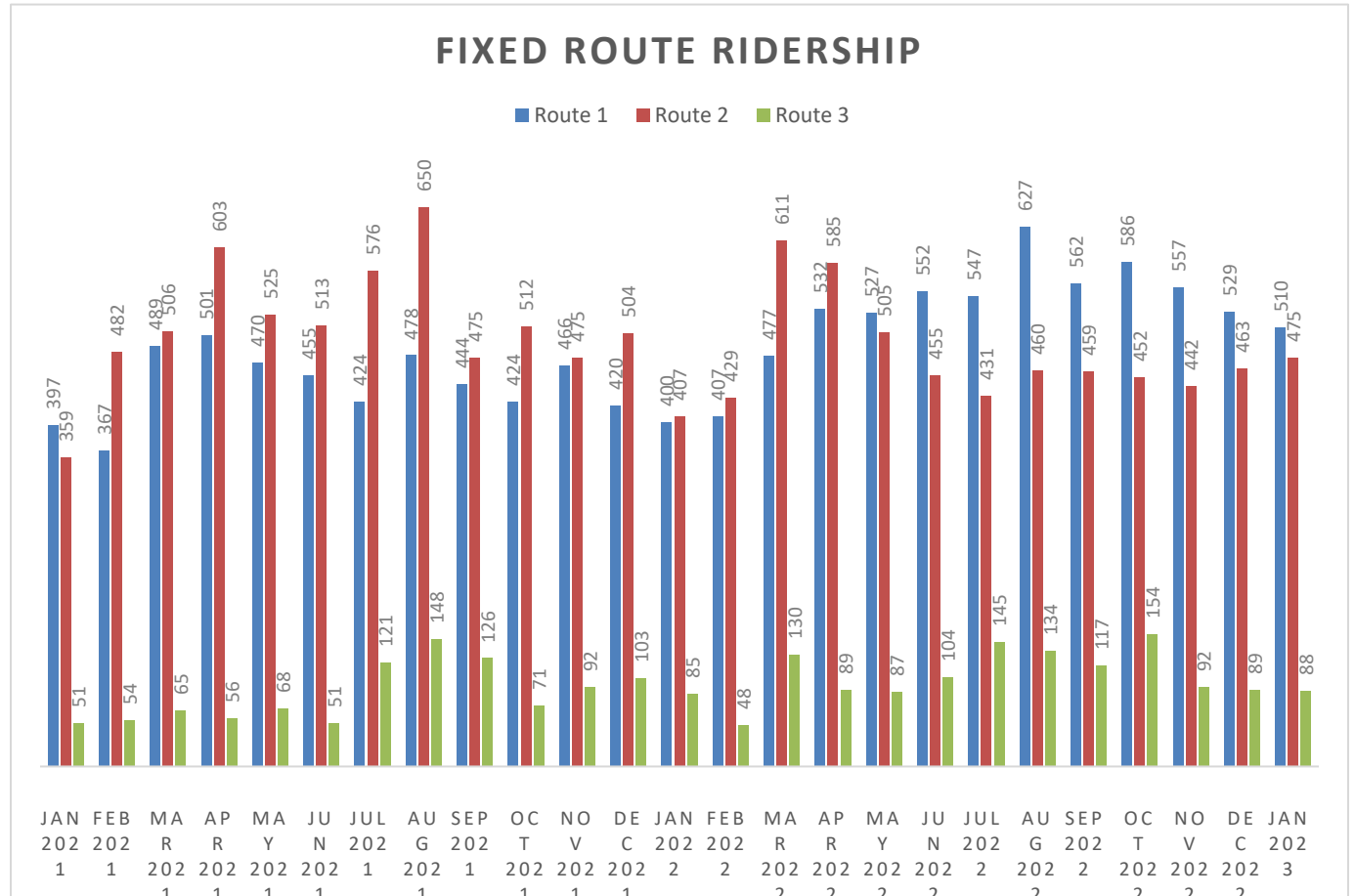
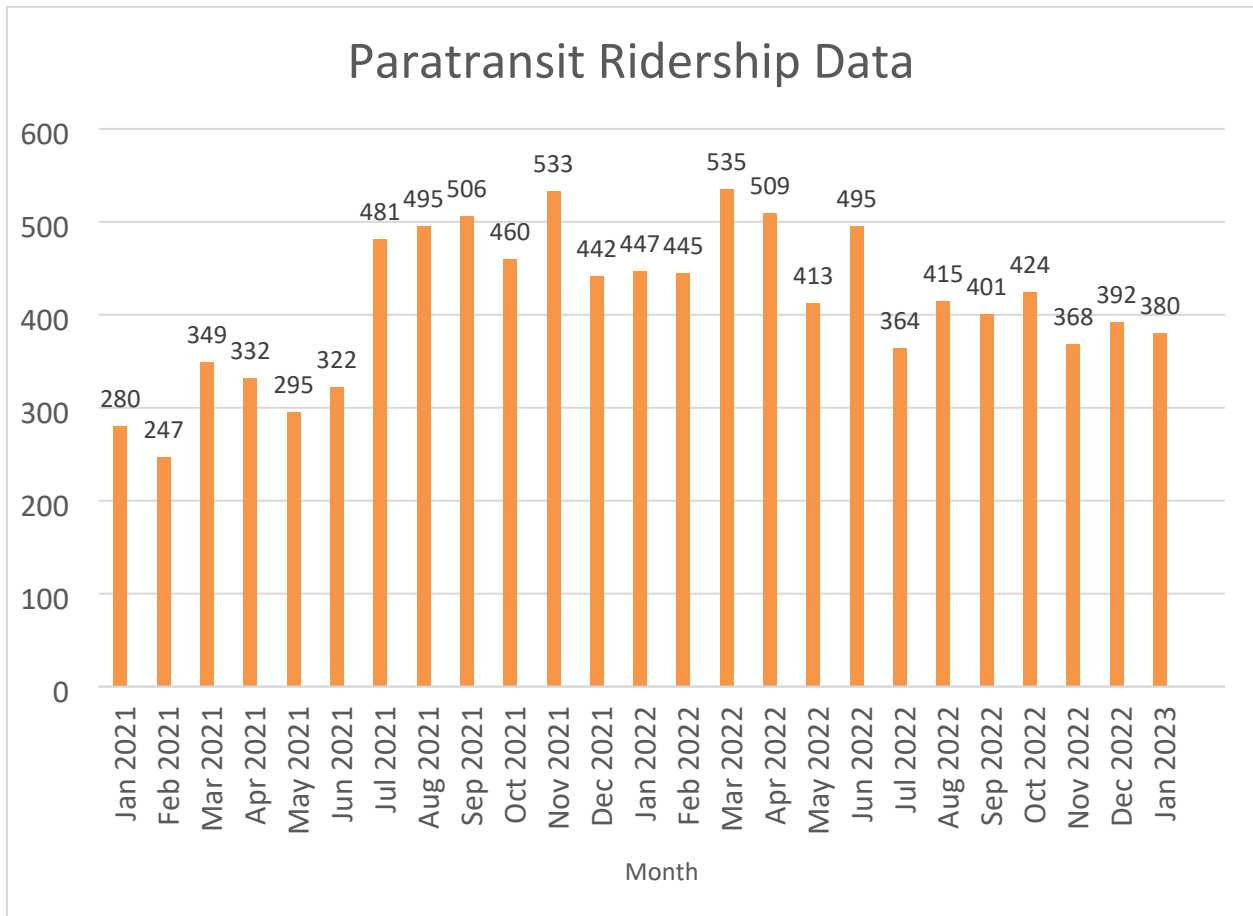


Figure 2. Paratransit Service





City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: HYC Progress Report
Prepared by: Lia Jones
Presented by: Lia Jones

PURPOSE: To Present for Mayor and Council Consideration, Hinesville Youth Council Session Four Progress Report.

BACKGROUND: The City of Hinesville (“City”) created the Hinesville Youth Council in 2019 to engage young people in local government and governance practices. Since that time, young men and women from the community have been serving on the Youth Council in an effort to gain knowledge of municipal government, develop leadership and public speaking skills and learn more about civic responsibility.

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. HYC Progress Report 02162023

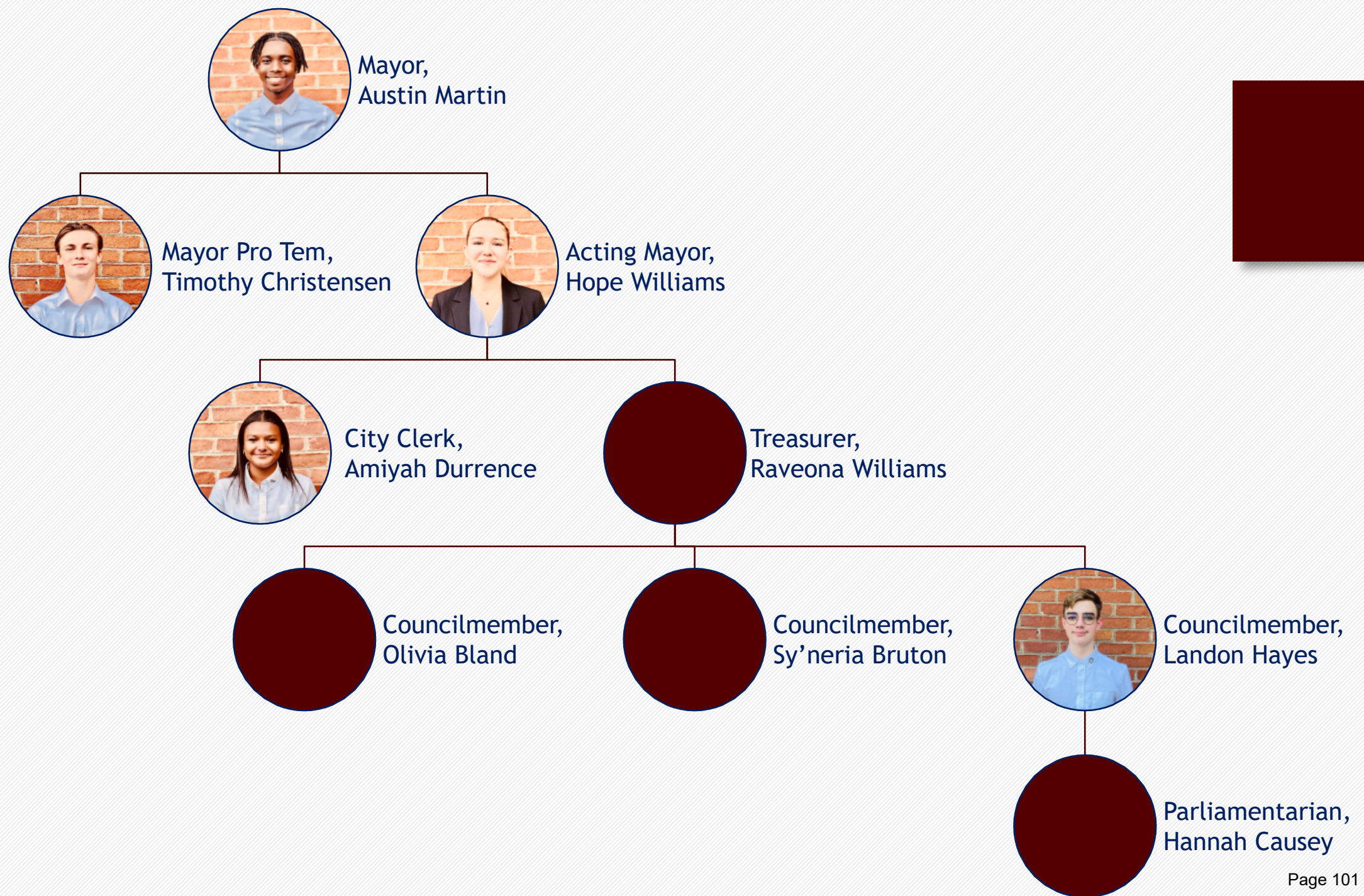
PREVIOUS COUNCIL DISCUSSION:



Hinesville Youth Council

Progress Report

February 16, 2023



ANNUAL INITIATIVE

➤ Youth Council participated in the following volunteer efforts:

➤ Community Awareness Flyers (LGBTQ and Teen Sex)

➤ Elementary School & Library Reading Program

➤ Youth Community Survey

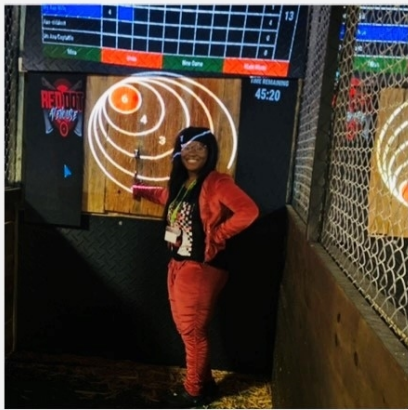
➤ Annual Recruitment

ANNUAL EVENTS TO DATE

- Youth Council participated in the following volunteer efforts:
 - October 14-16, 2022 - 2022 GMA Youth Symposium
 - November 9, 2022 - HYC Orientation
 - December 2022 - (2) Work Sessions and (2) Open Meetings
 - January 21-23, 2023 - 2023 Cities United Summit

2022 YOUTH SYMPOSIUM - DUBLIN, GA





WORK SESSION AND OPEN MEETINGS



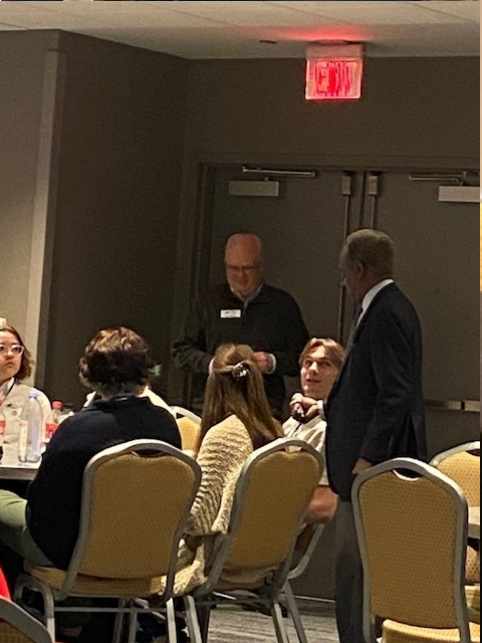
CITIES UNITED SUMMIT - YOUTH FORUM

➤ Attendees:

- Hope Williams, Senior, Liberty County High School
- Timothy Christensen, Senior, First Presbyterian Christian Academy
- Amiyah Durrence, Senior, First Presbyterian Christian Academy



CITIES UNITED SUMMIT - YOUTH FORUM



Municipal Government

-  Representative Rob Leverett, Elberton
-  Representative Billy Mitchell, Minority Caucus Chair, Stone Mountain
-  Rusty Haygood, Deputy Commissioner, DCA
-  Rusi Patel, General Counsel, GMA
-  Chair - Anthony Ford, Mayor, Stockbridge

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CITIES UNITED SUMMIT - YOUTH FORUM



CITIES UNITED SUMMIT - YOUTH FORUM



Representing the youth and supporting the local community with our service.



Youth Council Webpage,

<https://www.cityofhinesville.org/496/Youth-Council>



Youth Advisor, City Clerk, Lia Jones

Hinesville Youth Council



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Councilmember Reid's Report
Prepared by: Darlene Parker
Presented by: Councilmember Reid

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

Monthly ESG Operations and Status Report



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Monthly ESG Operation and Status Report
Prepared by: Darlene Parker
Presented by: Gary Gillard

PURPOSE: To discuss ESG Operations and Status Report for the month of...

BACKGROUND: None

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. ESG Operations and Status Report January 2023

PREVIOUS COUNCIL DISCUSSION:



January 2023

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DEPARTMENTAL SUMMARY***Executive Summary***

Below are departmental activity reports for ESG-Operations for the month of Jan '22

Administrative

28 Jan 23: Mayor Brown speaks to crowd at the City of Hinesville Annual Employee Recognition Program



January '23 Team Players of the Month:***Jonathan Neil (Sanitation)******Curtis Jackson (Waste Water Operations)***

Safety Incident Reports

Jan '23

At Fault Motor Vehicle Incidents	0
Motor Vehicle Accidents	0
First Aid Cases	1
Collateral Damage Incidents	0
Occupational Injury Incidents	1
Safety Training Hours	124
Medical Treatment Cases	0
Restricted Duty Cases	0
Lost Time Incidents	0
Worksite Inspections	0
Near Miss Incidents	0

HINESVILLE SAFETY TRAINING

(Hours)

Jan '19	Feb '19	Mar '19	Apr '19	May '19	Jun '19	Jul '19	Aug '19	Sep '19	Oct '19	Nov '19	Dec '19	Total
104	127	136	148	117	123	150	137	114	105	103	123	1384

(Hours)

Jan '20	Feb '20	Mar '20	Apr '20	May '20	Jun '20	Jul '20	Aug '20	Sep '20	Oct '20	Nov '20	Dec '20	Total
83	63	116	112	81	71	76	112	119	111	81	135	1079

(Hours)

Jan '21	Feb '21	Mar '21	Apr '21	May '21	Jun '21	Jul '21	Aug '21	Sep '21	Oct '21	Nov '21	Dec '21	Total
122	137	174	187	172	169	213	178	155	246	263	142	2158

(Hours)

Jan '22	Feb '22	Mar '22	Apr '22	May '22	Jun '22	Jul '22	Aug '22	Sep '22	Oct '22	Nov '22	Dec '22	Total
160	154	168	197	254	199	198	205	152	125	105	138	2052

(Hours)

Jan '23	Feb '23	Mar '23	Apr '23	May '23	Jun '23	Jul '23	Aug '23	Sep '23	Oct '23	Nov '23	Dec '22	Total
124												124

***Parks and Grounds
(Mosquito Control)***

Jan '23 Mosquito Control Activity Report

Date	Activity
2-Jan-23	Inspected stormwater structures for District 1
3-Jan-23	Inspected stormwater structures for District 1
4-Jan-23	Inspected stormwater structures for District 1
5-Jan-23	Inspected stormwater structures for District 1
6-Jan-23	Inspected stormwater structures for District 5
9-Jan-23	Inspected stormwater structures for District 5
10-Jan-23	Inspected stormwater structures for District 5
11-Jan-23	Inspected stormwater structures for District 5
12-Jan-23	Inspected stormwater structures for District 5
13-Jan-23	Inspected stormwater structures for District 2
16-Jan-23	Inspected stormwater structures for District 2
17-Jan-23	Inspected stormwater structures for District 2
18-Jan-23	Inspected stormwater structures for District 2
19-Jan-23	Inspected stormwater structures for District 2
23-Jan-23	Inspected stormwater structures for District 3
24-Jan-23	Inspected stormwater structures for District 3
25-Jan-23	Inspected stormwater structures for District 3
26-Jan-23	Inspected stormwater structures for District 3
27-Jan-23	Inspected stormwater structures for District 4
30-Jan-23	Inspected stormwater structures for District 4
31-Jan-23	Inspected stormwater structures for District 4

Vehicle Maintenance

Below are the number of Corrective Maintenance (CM's) and Preventative Maintenance (PM's) work orders completed during the month of Jan '23

Department	CM	PM	Total
Police	12	8	20
Fire	2	2	4
Stormwater	9	1	10
City Hall Admin	1	0	1
ESG Admin	4	1	5
Inspections	3	1	4
Sanitation	27	2	29
Streets/Drainage	3	1	4
Parks/Grounds	6	3	9
FSAB/HAAF	4	1	5
Vehicle Maint	1	0	1
Const Maint	4	2	6
Meter Reading	2	0	2
Water Lab	0	0	0
Lift Stations	3	1	4
WRF	2	1	3
WPCP	0	0	0
		Total	107

Sanitation

Listed below is a summary of the material picked up by the sanitation department since the beginning of our contract:

Tons of Garbage

YEAR	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	TOTAL	AVG
2016/17	850	911	957	784	948	900	939	989	1006	956	980	918	11138	928.17
2017/18	947	899	889	865	1012	988	1065	1033	1069	1048	854	958	11627	968.92
2018/19	942	870	1063	819	955	975	995	980	1120	956	915	1112	11702	975.17
2019/20	894	1078	1053	879	1080	1323	782	1246	1253	1165	1174	1119	13046	1087.2
2020/21	1086	1246	1023	1023	1379	1242	1228	1284	1334	1222	1203	1086	14356	1196.3
2021/22	1184	1282	1660	1015	1307	1136	1170	1177	1129	1240	1180	1077	14557	1213.1
2022/23	1174	1168	1184										3526	1175.3
2023/24													0	0

Cubic Yards of Yard Waste

YEAR	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	TOTAL	AVG
2016/17	3275	1625	2200	2575	2850	2375	2150	1150	1625	1425	6750	1625	29625	2468.8
2017/18	1800	1700	1625	1850	2775	1825	2304	1350	2050	1950	1966	3175	24370	2030.8
2018/19	1200	1675	2575	1775	2275	1750	1925	1625	1575	725	1475	1325	19900	1658.3
2019/20	1100	1875	1925	1325	2475	3200	2425	2000	1575	2050	1775	2425	24150	2012.5
2020/21	1975	2600	2500	2225	3200	2450	2700	2550	2075	1475	1700	1750	27200	2266.7
2021/22	2125	2975	1725	2425	2350	2175	2000	1300	1050	1300	1300	2100	22825	2075
2022/23	1550	2675	2400										6625	2208.3
2023/24													0	0

Streets

Jan '23: Sign Maintenance/Pothole Repairs

Date	Street	Sign	Pothole
1-Jan-23			
2-Jan-23			
3-Jan-23	800 FOREST ST		FILLED 1 POTHOLE
	788 FOREST ST		FILLED 1 POTHOLE
	1120 MILES CROSSING		FILLED 1 POTHOLE
	1201 CYPRESS FALLS		FILLED 1 POTHOLE
	1000 MILES CROSSING		FILLED 1 POTHOLE
9-Jan-23	713 STACEY ST	REPAIR STOP SIGN	
	727 STACEY ST	CLEAN 25MPH SIGN	
	728 STACEY ST	CLEAN STOP SIGN	
	500 MARTIN RD	CLEAN 25MPH SIGN	
	501 MARTIN RD	CLEAN DEAD END SIGN	
	838 KINGS RD	CLEAN 25MPH SIGN	
	710 PHILLIPS ST	CLEAN STOP SIGN	
10-Jan-23	1270 WINDROW DR		FILLED 1 POTHOLE
	1275 WINDROW DR		FILLED 1 POTHOLE
	1277 WINDROW DR		FILLED 1 POTHOLE
	1354 POPLAR ST		FILLED 1 POTHOLE
	804 FOREST ST		FILLED 1 POTHOLE
	1200 S-MAIN ST		FILLED 1 POTHOLE
	1201 S-MAIN ST		FILLED 1 POTHOLE
11-Jan-23	1036 VARNEDOE ST		FILLED 2 POTHOLE
	618 TANGLEWOOD DR		FILLED 3 POTHOLE
	837 SADGEWOOD DR		FILLED 3 POTHOLE
	929 HIGHLAND DR		FILLED 1 POTHOLE
	950 BLACKWILLOW DR		FILLED 1 POTHOLE
	1457 ENTERPRISE DR		FILLED 1 POTHOLE
	890 LIBERTY MANOR		FILLED 1 POTHOLE
	603 S-MAIN ST		FILLED 1 POTHOLE
12-Jan-23	203 GLENNBRYANT RD	REMOVED RR XING(DOUBLE)	
	144 GLENNBRYANT RD	REMOVED RR XING(DOUBLE)	
	160 EUNICE RD	REMOVED RR XING(DOUBLE)	
	161 EUNICE RD	REMOVED RR XING(DOUBLE)	
13-Jan-23	812 FOREST ST		FILLED 1 POTHOLE
	BEVERLY ST		FILLED 4 POTHOLE
	531 S-MAIN ST		FILLED 1 POTHOLE
17-Jan-23	132 RAULPH QUARTERMAN		FILLED 1 POTHOLE
	1900 STONEHENGE DR		FILLED 2 POTHOLE
	1940 KINGSTON RD		FILLED 1 POTHOLE
	1899 STONEHENGE DR		FILLED 1 POTHOLE
18-Jan-23	803 MINUS ST	REPAIR SIGN POST	
	210 PHILUPS ST	CLEAN SIGN 25MPH	
	726 HEMINGWAY DR	REPLACE STOP SIGN	

	704 HEMINGWAY DR	CLEAN STOP SIGN	
	462 FLOYD ST	CLEAN STOP SIGN	
	638 OGDEN AVE	REPLACE STOP SIGN	
19-Jan-23	2386 ROWE ST	CLEAN 25MPH SIGN	
	2336 ROWE ST	CLEAN STOP SIGN	
	2334 ROWE ST	CLEAN 25MPH SIGN	
	2317 MOHN CT	CLEAN STOP SIGN	
	2323 SUTTLE CT	CLEAN STOP SIGN	
	2345 ROWE ST	CLEAN 25MPH SIGN	
	2402 JACOBS CT	CLEAN STOP SIGN	
	2501 NORDEOFF CT	CLEAN STOP SIGN	
	2524 NORDEOFF CT	CLEAN STOP SIGN	
20-Jan-23	2389 ROWE ST	CLEAN 25MPH SIGN	
	106 WELBORN ST	REPLACE SIGN DANGER INT	
	103 WELBORN ST	REPLACE SIGN DANGER INT	
	1000 MILES CROSSING		FILLED 2 POTHOLE
	1001 MILES CROSSING		FILLED 1 POTHOLE
24-Jan-23	702 ASHWOOD DR	REPLACE STOP SIGN.	
	733 KADI LN	REPAIRED 25MPH SIGN	
	633 EAGON RD	REPLACE STOP SIGN	
	116 GRIFFIN ST	STRAIGHTEN POST.	
25-Jan-23	1166 S-MAIN EXT		FILLED 1 POTHOLE
	1160 S-MAIN EXT		FILLED 6 POTHOLE
	1150 S-MAIN EXT		FILLED 1 POTHOLE
	1145 S-MAIN EXT		FILLED 1 POTHOLE
	1137 S-MAIN EXT		FILLED 4 POTHOLE
	1136 S-MAIN EXT		FILLED 3 POTHOLE
	1130 S-MAIN EXT		FILLED 2 POTHOLE
	1128 S-MAIN EXT		FILLED 5 POTHOLE.
	1126 S-MAIN EXT		FILLED 6 POTHOLE
25-Jan-23	1092 DESRERT SHIELD ST	REPAIR SIGN POST	
	1823 LAWNWOOD DR	NEW 4-WAY STOP	
	1806 STONEHENGE DR	NEW 4-WAY STOP	
	1802 BLAIR CT	NEW 4-WAY STOP	
	1899 STONHENG DR	NEW 4-WAY STOP	
	1908 STONHENG DR	NEW 3-WAY STOP	
	1908 STONHENG DR	NEW 3-WAY STOP	
	1908 BLUESTONE LOOP	NEW 3-WAY STOP	
	1901 BLUESTONE LOOP	NEW 3-WAY STOP	
	1805 STONEHENGE DR	NEW 3-WAY STOP	
	1000 FUTCH ST		FILLED 6 POTHOLE
27-Jan-23	220 DEERWODD DR		FILLED 2 POTHOLE
	225 DEERWOOD DR		FILLED 1 POTHOLE
	227 DEERWOOD DR		FILLED 2 POTHOLE
	230 DEERWOOD DR		FILLED 3 POTHOLE

	1001 BARRY McCAFFERY BLVD		FILLED 1 POTHOLE
	1010 BARRY McCAFFERY BLVD		FILLED 3 POTHOLE
	320 WHITE TAIL CIR		FILLED 1 POTHOLE
	322 WHITE TAIL CIR		FILLED 1 POTHOLE
	325 WHITE TAIL CIR		FILLED 2 POTHOLE
	410 ROWE ST		FILLED 1 POTHOLE
	411 ROWE ST		FILLED 2 POTHOLE
	195 WAYFAIR LN		FILLED 3 POTHOLE
	199 WAYFAIR LN		FILLED 2 POTHOLE

Drainage

Street Sweeping Monthly Total Miles

	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
November	784	881	933	768	788	838	1103	
December	628	658	762	899	895	897	752	
January	783	871	774	815	789	828	778	
February	776	790	835	902	807	442		
March	833	826	908	1047	1052	991		
April	777	855	913	1036	1011	934		
May	876	1021	1029	841	798	828		
June	870	822	789	1005	1092	837		
July	813	940	997	1079	1047	532		
August	963	970	1004	961	923	871		
September	616	897	949	973	899	684		
October	899	1023	1019	837	847	670		
Total	9618	10554	10912	11163	10948	9352	2633	0

30 Jan '23: Ditch Maintenance at 1341 South Main Street Extension***(Before)******(After)***

Compliance

There were no permit excursions for the month of January for JV Road or Fort Stewart WPCP. All permit-required documentation has been submitted to the state regulatory agencies in a timely manner.

Water Treatment

Water Production (million gallons)	114,555
Water Meters Read	13,630
Water/Sewer line locates	425

Wastewater Treatment

WPCP

Hinesville Total Flow (million gallons)	112.59
Hinesville Average Flow (million gallons per day)	3.63
Ft. Stewart Total Flow (million gallons)	84.84
Ft. Stewart Average Flow (million gallons per day)	2.74
Combined Total Inf Flow (million gallons)	197.43
Combined Average Eff Flow (million gallons per day)	6.33

WRF

Influent flow (million gallons)	48.307
Influent flow Average (million gallons per day)	1.558
Discharge flow (million gallons)	22.623
Discharge flow Average (million gallons per day)	.730
Re-use flow (million gallons)	22.711
Re-use flow Average (million gallons per day)	0.733
On-Site Storage (million gallons)	2.97

FSGM**Recognition**

Morrow, Benjiman

From: Roberts, Christian B CIV USARMY USAG (USA) <christian.b.roberts.civ@army.mil>
Sent: Wednesday, January 18, 2023 8:04 AM
To: Morrow, Benjiman
Subject: Fort Stewart

Sensitivity: Confidential

WARNING: This email originated outside of Inframark. Take caution when clicking on links and opening attachments.

Good morning Ben. I had to go down to FS yesterday and saw your crew out in the 800 block pling lots doing clean-up. I stopped and met up with Omar for a few minutes. Everyone looked good and was wearing proper PPE. The area looked great. Keep up the good work!

Respectfully,
Christian B Roberts
christian.b.roberts.civ@army.mil
USAG, DPW
O&M Division, Engineer Tech
Bldg 1026, Rm 3
399 Stephen Douglas St
Hunter AAF, GA
Office: (912) 315-5828 / DSN: 870-5828
Mobile: (912) 320-0206
Fax: (912) 315-3862

Community Engagement

13 Jan 23: 2023 YALL Class with Jeannie Worthy, ESG



16 Jan 23: Celebrating MLK Day with Councilwoman Reid





City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: City Manager's Report
Prepared by: Christy Deloach
Presented by: Kenneth Howard

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

Date: February 16, 2023
Agenda Item: Special Tribute
Prepared by: Lia Jones
Presented by: Kenneth Howard

ACTION ITEMS:

INFORMATIONAL ITEMS:

CELEBRATING

BLACK HISTORY MONTH

HINESVILLE, GA

In honor of Black History Month, the City of Hinesville would like to recognize the first two African-American females to be elected to serve on the Hinesville City Council.

Diana Reid

Elected as member of Hinesville
City Council since 2015.

Vicky Nelson

Elected as member of Hinesville
City Council since 2015.



HINESVILLE
GEORGIA

"Home for a Day or a Lifetime"