

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
September 7, 2023
Council Chamber**

MAYOR PRO TEM
Keith Jenkins

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

1. INVOCATION

Bishop Betton of The Cathedral of Praise.

2. MINUTES

Approve the Minutes of the August 17, 2023 Council Meeting.

3. UNFINISHED BUSINESS

**3.1. GMEBS-R; CITY OF HINESVILLE - DEFINED BENEFIT RETIREMENT PLAN
AMENDMENT**

To Present for Mayor and Council Consideration, the amendment to the City of Hinesville's Georgia Municipal Employees Benefit System to increase the elected official's retirement benefit.

Action Item

3.2. PROPOSED STREET RENAMING PROCESS

To Present for Mayor and Council Consideration, the Proposed Street Renaming Process.

Informational Item

4. PRESENTATIONS

4.1. MONTHLY CITY CONSTRUCTION PROJECTS UPDATE

To Present for Mayor and Council Consideration, Update of City Construction Projects.

Informational Item

5. PLANNING AND ZONING

5.1. ANNEXATION ORDINANCE 2023-05

To Present for Mayor and Council Consideration, Annexation Ordinance 2023-05 to Annex 13.92 Acres, More or Less, Property is Located on Live Oak Church Road and Guyett Road for a Proposed Townhome and Apartment Development, Further Described as LCTM Parcels 036001, 036003, 036004, 036005 and 036006.

Informational Item

6. PUBLIC HEARING

"Home for a Day or a Lifetime"

6.1. CONDITIONAL USE 2023-051-H

To Present for Mayor and Council Consideration, Conditional Use to be Allowed to Operate an Automotive Repair Garage at 325 W. Memorial Drive, Further Described as LCTM-Parcel 055C152 and 055153. (District #1)

Action Item

6.2. REZONING PETITION 2023-053-H

To Present for Mayor and Council Consideration, Petition to Rezone 2.72 Acres of Land , More or less, from R-12 (Single-Family Residential-12) to R-8 (Single-Family Residential-8) at 714 North Main Street in Hinesville, Further Described as LCTM-Parcels 055B121 and 055B122.

Action Item

6.3. REZONING PETITION 2023-054-H

To Present for Mayor and Council Consideration, Petition to Rezone 5.8 Acres of Land, More or Less, from C-3 (Highway Commercial) to MFR (Multi-Family Residential) at 910 W. Oglethorpe Highway, Further Described as LCTM-Parcel 059A193.

Action Item

6.4. VARIANCE REQUEST 2023-060-H

To Present for Mayor and Council Consideration, Variance Request to Reduce the Front Setback to 25 ft. as Opposed to 35 ft. The Property is Located at 474 South Main Street in Hinesville and Further Described as LCTM-Parcel 057A105

Action Item

7. NEW BUSINESS

7.1. BID FOR DOWNTOWN STREETScape III, MAIN STREET REPAIRS AND IMPROVEMENTS

To Present for Mayor and Council Consideration, Bids for Downtown Streetscape III, which includes Repair and Improvement of Main Street from Central Ave. to Screven Way.

Action Item

7.2. RFP 2023-04 OWNER OCCUPIED REHABILITATION BID OPENING

To Present for Mayor and Council Consideration, Approval of a notice of intent to award RFP 2021-04 Owner Occupied Rehabilitation Project.

Action Item

8. BUSINESS LICENSE

8.1. CLASS V ALCOHOL LICENSE REQUEST

To Present for Mayor and Council Consideration, Hinesville Area Arts Council Class V Alcohol License

Action Item

9. PUBLIC COMMENT

9.1. PUBLIC COMMENT

"Home for a Day or a Lifetime"

10. **MAYOR ALLEN BROWN**
 - 10.1. **MAYOR BROWN'S REPORT**
11. **COUNCILMEMBER RILES - DISTRICT 5**
 - 11.1. **COUNCILMEMBER RILES REPORT**
12. **MAYOR PRO TEM JENKINS - DISTRICT 4**
 - 12.1. **MAYOR PRO TEM JENKINS REPORT**
13. **COUNCILMEMBER NELSON - DISTRICT 3**
 - 13.1. **COUNCILMEMBER NELSON'S REPORT**
14. **COUNCILMEMBER FLOYD - DISTRICT 2**
 - 14.1. **COUNCILMEMBER FLOYD'S REPORT**
15. **COUNCILMEMBER REID - DISTRICT 1**
 - 15.1. **COUNCILMEMBER REID'S REPORT**
16. **CITY MANAGER KENNETH HOWARD**
 - 16.1. **CITY MANAGER'S REPORT**
 - 16.2. **FISCAL YEAR 2024 BUDGET WORKSHOP DATES**

To present to the Mayor and City Council, proposed dates for the workshops to review the City's fiscal year 2024 budget.

Informational Item
17. **ADJOURN**

"Home for a Day or a Lifetime"



City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023

Agenda Item: GMEBS-R; City of Hinesville - Defined Benefit Retirement Plan Amendment

Prepared by: Shamika Wilson

Presented by: Holly Fields

PURPOSE: To amend the City of Hinesville's Georgia Municipal Employees Benefit System to increase the elected officials retirement benefit for elected officials in office on or after August 18, 2023, from \$80.00 a month per year of service as an elected official to \$100.00 a month per year of service as an elected official.

BACKGROUND: This change will be an Ordinance to amend and restate the Retirement Plan for the Employees of the City of Hinesville, Georgia in accordance with and subject to the terms and conditions set forth in the attached Adoption Agreement, any Addendum to the Adoption Agreement, the Georgia Municipal Employees Benefit System (GMEBS) Master Plan Document, and the GMEBS Trust Agreement. The effective date of the ordinance shall be September 22, 2023.

FUNDING: Inclusion of the proposed benefit improvement would increase by an estimated \$14,764.

RECOMMENDATION: Approval

ATTACHMENTS:

1. Hinesville CL 8 23 23
2. Hinesville AA 8 23 23
3. Hinesville Gen Addendum 8 23 23
4. Benefit Studies - Hinesville Officials - 2022

PREVIOUS COUNCIL DISCUSSION:



RISK MANAGEMENT AND
EMPLOYEE BENEFIT SERVICES
BOARD OF TRUSTEES

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Rebecca L. Tydings
City Attorney, Centerville

Vice Chair
Marcia Hampton
City Manager, Douglasville

Secretary-Treasurer
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W. D. Palmer, III
Councilmember, Camilla

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Mayor, Eatonton

JoAnne Taylor
Mayor, Dahlonega

Albert Thurman
Mayor, Powder Springs

Kenneth L. Usry
Mayor, Thomson

Clemontine Washington
Mayor Pro Tem, Midway

Vince Williams
Mayor, Union City

EXECUTIVE STAFF

Randy Logan
Deputy Executive Director

August 23, 2023

TRANSMITTED VIA E-MAIL
(hfields@cityofhinesville.org)

Ms. Holly Fields
Human Resources Director
City of Hinesville
115 E. MLK Jr. Drive
Hinesville, Georgia 31313

**RE: City of Hinesville GMEBS Defined Benefit Retirement Plan;
Amendment to Increase Elected Official Benefit and Implement One-
Time Cost-of-Living Adjustment for Retirees and Beneficiaries in Pay
Status Immediately Prior to January 1, 2023**

Dear Ms. Fields:

Per the city's request, enclosed please find a revised draft Adoption Agreement and General Addendum for the city of Hinesville's Georgia Municipal Employees Benefit System ("GMEBS") Defined Benefit Retirement Plan ("Plan"). The amendment to the Plan increases the benefit formula for elected officials in office on or after September 22, 2023, from \$80.00 a month per year of service as an elected official to \$100.00 a month per year of service as an elected official (see Adoption Agreement pp. 23-24). Note that we also revised Section 15(C) of the Adoption Agreement (see Adoption Agreement p. 25), relating to early retirement reduction factors. Since the standard early retirement reduction table in the Master Plan was amended in 2022 to include the same factors for years 11-15 that the city's current Adoption Agreement uses, the standard early retirement reduction table can be used for all participants taking early retirement.

Additionally, the amendment implements a one-time 2% cost-of-living adjustment for retirees and beneficiaries in pay status immediately prior to January 1, 2023 (see General Addendum Section 5). This one-time adjustment will take effect November 1, 2023.

The Adoption Agreement provides that the amended Plan documents will become effective September 22, 2023. **Please note that per O.C.G.A. § 47-5-40, the Adoption Agreement has been drafted in the form of an ordinance.** Both the Adoption Agreement and General Addendum must be adopted for the amendment to be effective.

If the draft documents are acceptable as drafted, please have the designated representatives sign and date each document where indicated (Adoption Agreement p. 37 and General Addendum p. 3). Next, please scan and email both documents to

Ms. Holly Fields
August 23, 2023
Page 2

Gina Gresham at rgresham@gacities.com. We will then countersign the documents and return electronic copies to you. Please note, GMEBS will not execute documents that have been edited by the city. If the documents require revisions, please let us know before adopting them.

If you have any questions about the information provided in this letter or require further information, please feel free to contact me at (678) 686-6236 or kjeselnik@gacities.com.

Sincerely,



Kevin H. Jeselnik
Assistant General Counsel

Encl.

C: Mr. Linnie L. Darden, III, City Attorney, City of Hinesville (w/ encl.)
Ms. Marinetty Bienvenu, Director, Employee Benefit Services (w/o encl.)
Ms. Michelle Warner, Director, Retirement Field Services and DC Program (w/o encl.)
Ms. Gwin Hall, Senior Associate General Counsel (w/o encl.)

GEORGIA MUNICIPAL EMPLOYEES
BENEFIT SYSTEM

DEFINED BENEFIT RETIREMENT PLAN

AN ORDINANCE
and
ADOPTION AGREEMENT
for
City of Hinesville

Form Volume Submitter Adoption Agreement
Amended and Restated as of January 1, 2013
(With Amendments Taking Effect on or Before January 1, 2017)

TABLE OF CONTENTS

	<u>PAGE</u>
I. AN ORDINANCE	1
II. GMEBS DEFINED BENEFIT RETIREMENT PLAN	
ADOPTION AGREEMENT	2
1. ADMINISTRATOR	2
2. ADOPTING EMPLOYER.....	2
3. GOVERNING AUTHORITY	2
4. PLAN REPRESENTATIVE.....	2
5. PENSION COMMITTEE	3
6. TYPE OF ADOPTION	3
7. EFFECTIVE DATE.....	4
8. PLAN YEAR	5
9. CLASSES OF ELIGIBLE EMPLOYEES.....	5
A. Eligible Regular Employees	5
B. Elected or Appointed Members of the Governing Authority	5
10. ELIGIBILITY CONDITIONS.....	6
A. Hours Per Week (Regular Employees).....	6
B. Months Per Year (Regular Employees)	7
11. WAITING PERIOD.....	7
12. ESTABLISHING PARTICIPATION IN THE PLAN	7
13. CREDITED SERVICE	8
A. Credited Past Service with Adopting Employer	8
B. Prior Military Service	9
C. Prior Governmental Service.....	11
D. Leave Conversion for Unused Paid Time Off (e.g., Sick, Vacation, or Personal Leave).....	12
14. RETIREMENT ELIGIBILITY.....	14
A. Early Retirement Qualifications	14
B. Normal Retirement Qualifications	14
C. Alternative Normal Retirement Qualifications	16
D. Disability Benefit Qualifications	20
15. RETIREMENT BENEFIT COMPUTATION.....	20
A. Maximum Total Credited Service.....	20
B. Monthly Normal Retirement Benefit Amount.....	21
C. Monthly Early Retirement Benefit Amount	24
D. Monthly Late Retirement Benefit Amount (check one):	25
E. Monthly Disability Benefit Amount	25
F. Minimum/Maximum Benefit For Elected Officials	26
16. SUSPENSION OF BENEFITS FOLLOWING BONA FIDE SEPARATION OF SERVICE; COLA.....	27

A.	Re-Employment as Eligible Employee After Normal, Alternative Normal, or Early Retirement and Following Bona Fide Separation of Service (see Master Plan Section 6.06(c) Regarding Re-Employment as an Ineligible Employee and Master Plan Section 6.06(e) and (f) Regarding Re-Employment After Disability Retirement)	27
B.	Cost Of Living Adjustment.....	28
17.	TERMINATION OF EMPLOYMENT BEFORE RETIREMENT; VESTING	29
A.	Eligible Regular Employees	29
B.	Elected or Appointed Members of the Governing Authority	29
18.	PRE-RETIREMENT DEATH BENEFITS	30
A.	In-Service Death Benefit.....	30
B.	Terminated Vested Death Benefit.....	31
19.	EMPLOYEE CONTRIBUTIONS	32
20.	MODIFICATION OF THE TERMS OF THE ADOPTION AGREEMENT	33
21.	TERMINATION OF THE ADOPTION AGREEMENT	33
22.	EMPLOYER ADOPTION AND AUTHORIZATION FOR AMENDMENTS	34

I. AN ORDINANCE

An Ordinance to amend and restate the Retirement Plan for the Employees of the City of Hinesville, Georgia in accordance with and subject to the terms and conditions set forth in the attached Adoption Agreement, any Addendum to the Adoption Agreement, the Georgia Municipal Employees Benefit System (GMEBS) Master Plan Document, and the GMEBS Trust Agreement. When accepted by the authorized officers of the City and GMEBS, the foregoing shall constitute a Contract between the City and GMEBS, all as authorized and provided by O.C.G.A. § 47-5-1 et seq.

BE IT ORDAINED by the Mayor and Council of the City of Hinesville, Georgia, and it is hereby ordained by the authority thereof:

Section 1. The Retirement Plan for the Employees of the City of Hinesville, Georgia is hereby amended and restated as set forth in and subject to the terms and conditions stated in the following Adoption Agreement, any Addendum to the Adoption Agreement, the Georgia Municipal Employees Benefit System (GMEBS) Master Plan Document, and the GMEBS Trust Agreement.

Ordinance continued on page 37

II. GMEBS DEFINED BENEFIT RETIREMENT PLAN **ADOPTION AGREEMENT**

1. ADMINISTRATOR

Georgia Municipal Employees Benefit System
201 Pryor Street, SW
Atlanta, Georgia 30303
Telephone: 404-688-0472
Facsimile: 404-577-6663

2. ADOPTING EMPLOYER

Name: **City of Hinesville, Georgia**

3. GOVERNING AUTHORITY

Name: **Mayor and Commissioners**
Address: **115 E. MLK Jr. Drive, Hinesville, GA 31313-3633**
Phone: **(912) 876-3564**
Facsimile: **(912) 369-2658**

4. PLAN REPRESENTATIVE

[To represent Governing Authority in all communications with GMEBS and Employees]
(See Section 2.49 of Master Plan)

Name: **City Manager**
Address: **115 E. MLK Jr. Drive, Hinesville, GA 31313-3633**
Phone: **(912) 876-3564**
Facsimile: **(912) 369-2658**

5. PENSION COMMITTEE

[Please designate members by position. If not, members of Pension Committee shall be determined in accordance with Article XIV of Master Plan]

Position:

Position:

Position:

Position:

Position:

Pension Committee Secretary: **Human Resources Director**

Address: **115 E. MLK Jr. Drive, Hinesville, GA 31313-3633**

Phone: **(912) 876-3564**

Facsimile: **(912) 369-2658**

6. TYPE OF ADOPTION

This Adoption Agreement is for the following purpose (**check one**):

- ☐ This is a new defined benefit plan adopted by the Adopting Employer for its Employees. This plan does not replace or restate an existing defined benefit plan.
- ☐ This is an amendment and restatement of the Adopting Employer's preexisting non-GMEBS defined benefit plan.
- ☒ This is an amendment and restatement of the Adoption Agreement previously adopted by the Employer, as follows (**check one or more as applicable**):
 - ☒ To update the Plan to comply with PPA, HEART, WRERA, and other applicable federal laws and guidance.
 - ☒ To make the following amendments to the Adoption Agreement (**must specify below revisions made in this Adoption Agreement; all provisions must be completed in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i):** **This is an amendment to increase the benefit formula for elected or appointed members of the Governing Authority in such office on or after September 22, 2023, from \$80.00 a month per year of Service as an elected or appointed member of the Governing Authority to \$100.00 a month per year of Service as an elected or appointed member of the Governing Authority (see Adoption Agreement, p. 23). This is also an amendment to implement a one-time Cost-of-Living Adjustment in the amount of 2% for Participants (and their Beneficiaries) who were in in pay status immediately prior to January 1, 2023, provided that such Cost-of-Living Adjustment shall first be included in said Retirees' (and Beneficiaries') monthly benefit payments for the month of November 2023 (see General Addendum, Section 5).**

7. EFFECTIVE DATE

NOTE: This Adoption Agreement and any Addendum, with the accompanying Master Plan Document, is designed to comply with Internal Revenue Code Section 401(a), as applicable to a governmental qualified defined benefit plan, and is part of the GMEBS Defined Benefit Retirement Plan. Plan provisions designed to comply with certain provisions of the Pension Protection Act of 2006 ("PPA"); the Heroes Earnings Assistance and Relief Tax Act of 2008 ("HEART"); and the Worker, Retiree, and Employer Recovery Act of 2008 ("WRERA"); and Plan provisions designed to comply with certain provisions of additional changes in federal law and guidance from the Internal Revenue Service under Internal Revenue Service Notice 2012-76 (the 2012 Cumulative List) are effective as of the applicable effective dates set forth in the Adoption Agreement and Master Plan Document. By adopting this Adoption Agreement, with its accompanying Master Plan Document, the Adopting Employer is adopting a plan document intended to comply with Internal Revenue Code Section 401(a), as updated by PPA, HEART, WRERA, and the 2012 Cumulative List with the applicable effective dates.

- (1) Complete this item (1) only if this is a new defined benefit plan which does not replace or restate an existing defined benefit plan.**

The effective date of this Plan is _____.

(insert effective date of this Adoption Agreement not earlier than January 1, 2013).

- (2) Complete this item (2) only if this Plan is being adopted to replace a non-GMEBS defined benefit plan.**

Except as otherwise specifically provided in the Master Document or in this Adoption Agreement, the effective date of this restatement shall be the _____ **(insert effective date of this Adoption Agreement not earlier than January 1, 2013).** This Plan is intended to replace and serve as an amendment and restatement of the Employer's preexisting plan, which became effective on _____ **(insert original effective date of preexisting plan).**

- (3) Complete this item (3) only if this is an amendment and complete restatement of the Adopting Employer's existing GMEBS defined benefit plan.**

Except as otherwise specifically provided in the Master Document or in this Adoption Agreement, the effective date of this restatement shall be September 22, 2023 **(insert effective date of this Adoption Agreement not earlier than January 1, 2013).**

This Plan is adopted as an amendment and restatement of the Employer's preexisting GMEBS Adoption Agreement, which became effective on February 18, 2021 **(insert effective date of most recent Adoption Agreement preceding this Adoption Agreement).**

The Employer's first Adoption Agreement became effective August 1, 2003 **(insert effective date of Employer's first GMEBS Adoption Agreement).** The Employer's GMEBS Plan was originally effective November 1, 1970 **(insert effective date of Employer's original GMEBS Plan).** (If the Employer's Plan was originally a non-GMEBS Plan, then the Employer's non-GMEBS Plan was originally effective _____ **(if applicable, insert effective date of Employer's original non-GMEBS Plan).**)

8. PLAN YEAR

Plan Year means (**check one**):

- ☐ Calendar Year
- ☐ Employer Fiscal Year commencing _____.
- ☒ Other (**must specify month and day commencing**): November 1.

9. CLASSES OF ELIGIBLE EMPLOYEES

Only Employees of the Adopting Employer who meet the Master Plan's definition of "Employee" may be covered under the Adoption Agreement. Eligible Employees shall not include non-governmental employees, independent contractors, leased employees, nonresident aliens, or any other ineligible individuals, and this Section 9 must not be completed in a manner that violates the "exclusive benefit rule" of Internal Revenue Code Section 401(a)(2).

A. Eligible Regular Employees

Regular Employees include Employees, other than elected or appointed members of the Governing Authority or Municipal Legal Officers, who are regularly employed in the services of the Adopting Employer. Subject to the other conditions of the Master Plan and the Adoption Agreement, the following Regular Employees are eligible to participate in the Plan (**check one**):

- ☒ **ALL** - All Regular Employees, provided they satisfy the minimum hour and other requirements specified under "Eligibility Conditions" below.
- ☐ **ALL REGULAR EMPLOYEES EXCEPT** for the following employees (**must specify; specific positions are permissible; specific individuals may not be named**):
_____.

B. Elected or Appointed Members of the Governing Authority

An Adopting Employer may elect to permit participation in the Plan by elected or appointed members of the Governing Authority and/or Municipal Legal Officers, provided they otherwise meet the Master Plan's definition of "Employee" and provided they satisfy any other requirements specified by the Adopting Employer. Municipal Legal Officers to be covered must be specifically identified by position. Subject to the above conditions, the Employer hereby elects the following treatment for elected and appointed officials:

(1) Elected or Appointed Members of the Governing Authority (check one):

- ☐ **ARE NOT** eligible to participate in the Plan.
- ☒ **ARE** eligible to participate in the Plan.

Please specify any limitations on eligibility to participate here (e.g., service on or after certain date, or special waiting period provision): Each elected or appointed member of the Governing Authority who holds an office of the Employer on April 1, 1986 shall be qualified to participate in the Plan on such date. Each elected or appointed member of the Governing Authority who holds such office after April 1, 1986 shall be qualified to participate on the

first day of the month immediately following or coinciding with the date he or she occupies such office. (Participation became mandatory effective August 1, 2003. See Section 12 of this Adoption Agreement concerning mandatory participation in the Plan). In accordance with Section 4.03(b) of the Master Plan, an elected or appointed member of the Governing Authority who initially takes office or returns to office on or after January 1, 2015, shall be qualified to participate in the Plan on the date he or she initially takes such office or returns to office.

(2) Municipal Legal Officers (check one):

- ☒ **ARE NOT** eligible to participate in the Plan.
- ☐ **ARE** eligible to participate in the Plan. The term "Municipal Legal Officer" shall include only the following positions **(must specify - specific positions are permissible; specific individuals may not be named):** _____.

Please specify any limitations on eligibility to participate here (e.g., service on or after certain date) **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)) :** _____.

10. ELIGIBILITY CONDITIONS

A. Hours Per Week (Regular Employees)

The Adopting Employer may specify a minimum number of work hours per week which are required to be scheduled by Regular Employees in order for them to become and remain "Eligible Regular Employees" under the Plan. **It is the responsibility of the Adopting Employer to determine whether these requirements are and continue to be satisfied.** The Employer hereby elects the following minimum hour requirement for Regular Employees:

- ☐ No minimum
- ☐ 20 hours/week (regularly scheduled)
- ☒ 30 hours/week (regularly scheduled)
- ☐ Other: _____ (must not exceed 40 hours/week regularly scheduled)

Exceptions: If a different minimum hour requirement applies to a particular class or classes of Regular Employees, please specify below the classes to whom the different requirement applies and indicate the minimum hour requirement applicable to them.

Class(es) of Regular Employees to whom exception applies **(must specify - specific positions are permissible; specific individuals may not be named):** _____.

Minimum hour requirement applicable to excepted Regular Employees:

- ☐ No minimum
- ☐ 20 hours/week (regularly scheduled)
- ☐ 30 hours/week (regularly scheduled)
- ☐ Other: _____ (must not exceed 40 hours/week regularly scheduled)

B. Months Per Year (Regular Employees)

The Adopting Employer may specify a minimum number of work months per year which are required to be scheduled by Regular Employees in order for them to become and remain "Eligible Employees" under the Plan. **It is the responsibility of the Adopting Employer to determine whether these requirements are and continue to be satisfied.** The Employer hereby elects the following minimum requirement for Regular Employees:

- ☐ No minimum
- ☒ At least 5 months per year (regularly scheduled)

Exceptions: If different months per year requirements apply to a particular class or classes of Regular Employees, the Employer must specify below the classes to whom the different requirements apply and indicate below the requirements applicable to them.

Regular Employees to whom exception applies (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

The months to year requirement for excepted class(es) are:

- ☐ No minimum
- ☐ At least _____ months per year (regularly scheduled)

11. WAITING PERIOD

Except as otherwise provided in Section 4.02(b) of the Master Plan, Eligible Regular Employees shall not have a waiting period before participating in the Plan. Likewise, elected or appointed members of the Governing Authority and Municipal Legal Officers, if eligible to participate in the Plan, shall not have a waiting period before participating in the Plan.

12. ESTABLISHING PARTICIPATION IN THE PLAN

Participation in the Plan is considered mandatory for all Eligible Employees who satisfy the eligibility conditions specified in the Adoption Agreement, except as provided in Section 4.03(e) of the Master Plan. However, the Employer may specify below that participation is optional for certain classes of Eligible Employees, including Regular Employees, elected or appointed members of the Governing Authority, Municipal Legal Officers, City Managers, and/or Department Heads. If participation is optional for an Eligible Employee, then in order to become a Participant, he must make a written election to participate within 120 days after employment, election or appointment to office, or if later, the date he first becomes eligible to participate in the Plan. The election is irrevocable, and the failure to make the election within the 120 day time limit shall be deemed an irrevocable election not to participate in the Plan.

Classes for whom participation is optional (**check one**):

- ☒ None (Participation is mandatory for all Eligible Employees except as provided in Section 4.03(e) of the Master Plan).

- ☐ Participation is optional for the following Eligible Employees (**must specify - specific positions are permissible; specific individuals may not be named; all positions or classes specified must be Eligible Employees**): _____.

13. CREDITED SERVICE

In addition to Current Credited Service the Adopting Employer may include as Credited Service the following types of service:

A. Credited Past Service with Adopting Employer

Credited Past Service means the number of years and complete months of Service with the Adopting Employer prior to the date an Eligible Employee becomes a Participant which are treated as credited service under the Plan.

(1) **Eligible Employees Employed on Original Effective Date of GMEBS Plan.**

With respect to Eligible Employees who are employed by the Adopting Employer on the original Effective Date of the Employer's GMEBS Plan, Service with the Adopting Employer prior to the date the Eligible Employee becomes a Participant (including any Service prior to the Effective Date of the Plan) shall be treated as follows (**check one**):

- ☒ All Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service).
- ☐ All Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service), except for Service rendered prior to _____ (**insert date**).
- ☐ All Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service), except as follows (**must specify other limitation in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)**): _____.
- ☐ No Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service).

(2) **Previously Employed, Returning to Service after Original Effective Date.** If an Eligible Employee is not employed on the original Effective Date of the Employer's GMEBS Plan, but he returns to Service with the Adopting Employer sometime after the Effective Date, his Service prior to the date he becomes a Participant (including any Service prior the Effective Date) shall be treated as follows (**check one**):

- ☐ All Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service), subject to any limitations imposed above with respect to Eligible Employees employed on the Effective Date.
- ☒ All Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service), provided that after his return to employment,

the Eligible Employee performs Service equal to the period of the break in Service or one (1) year, whichever is less. Any limitations imposed above with respect to Eligible Employees employed on the Effective Date shall also apply.

- ☐ No Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service).

Other limitation(s) on Recognition of Credited Past Service **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): Elected or appointed members of the Governing Authority who were, on April 1, 1986 or January 1, 1992, serving as a member of the Governing Authority may receive credit for Service as an elected or appointed member of the Governing Authority prior to their Enrollment Date. Otherwise Credited Past Service shall not include any tenure of office as an elected or appointed member of the Governing Authority.**

(3) Eligible Employees Initially Employed After Effective Date. If an Eligible Employee's initial employment date is after the original Effective Date of the Employer's GMEBS Plan, his Credited Past Service shall include only the number of years and complete months of Service from his initial employment date to the date he becomes a Participant in the Plan.

(4) Newly Eligible Classes of Employees. If a previously ineligible class of Employees becomes eligible to participate in the Plan, the Employer must specify in an addendum to this Adoption Agreement whether and to what extent said Employees' prior service with the Employer shall be treated as Credited Past Service under the Plan.

B. Prior Military Service

Note: This Section does not concern military service required to be credited under USERRA – See Section 3.02 of the Master Plan for rules on the crediting of USERRA Military Service.

(1) Credit for Prior Military Service.

The Adopting Employer may elect to treat military service rendered prior to a Participant's initial employment date or reemployment date as Credited Service under the Plan. Unless otherwise specified by the Employer under "Other Conditions" below, the term "Military Service" shall be as defined in the Master Plan. Except as otherwise required by federal or state law or under "Other Conditions" below, Military Service shall not include service which is credited under any other local, state, or federal retirement or pension plan.

Military Service credited under this Section shall not include any service which is otherwise required to be credited under the Plan by federal or state law. Prior Military Service shall be treated as follows **(check one)**:

- ☒ Prior Military Service is **not** creditable under the Plan **(if checked, skip to Section 13.C. – Prior Governmental Service).**
- ☐ Prior Military Service shall be counted as Credited Service for the following purposes (check one or more as applicable):

- ☐ Computing amount of benefits payable.
- ☐ Meeting minimum service requirements for vesting.
- ☐ Meeting minimum service requirements for benefit eligibility.

(2) Maximum Credit for Prior Military Service.

Credit for Prior Military Service shall be limited to a maximum of _____ years **(insert number)**.

(3) Rate of Accrual for Prior Military Service.

Credit for Prior Military Service shall accrue at the following rate **(check one)**:

- ☐ One month of military service credit for every _____ month(s) **(insert number)** of Credited Service with the Adopting Employer.
- ☐ One year of military service credit for every _____ year(s) **(insert number)** of Credited Service with the Adopting Employer.
- ☐ All military service shall be creditable (subject to any caps imposed above) after the Participant has completed _____ years **(insert number)** of Credited Service with the Employer.
- ☐ Other requirement **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: _____.

(4) Payment for Prior Military Service Credit (check one):

- ☐ Participants shall **not** be required to pay for military service credit.
- ☐ Participants shall be required to pay for military service credit as follows:
 - ☐ The Participant must pay _____% of the actuarial cost of the service credit (as defined below).
 - ☐ The Participant must pay an amount equal to **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: _____.

Other Conditions for Award of Prior Military Service Credit **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: _____.

(5) Limitations on Service Credit Purchases. Unless otherwise specified in an Addendum to the Adoption Agreement, for purposes of this Section and Section 13.C. concerning prior governmental service credit, the term "actuarial cost of service credit" is defined as set forth in the Service Credit Purchase Addendum. In the case of a service credit purchase, the Participant shall be required to comply with any rules and regulations established by the GMEBS Board of Trustees concerning said purchases.

C. Prior Governmental Service

Note: A Participant's prior service with other GMEBS employers shall be credited for purposes of satisfying the minimum service requirements for Vesting and eligibility for Retirement and pre-retirement death benefits as provided under Section 9.05 of the Master Plan, relating to portability service. This Section 13(C) does not need to be completed in order for Participants to receive this portability service credit pursuant to Section 9.05 of the Master Plan.

(1) Credit for Prior Governmental Service.

The Adopting Employer may elect to treat governmental service rendered prior to a Participant's initial employment date or reemployment date as creditable service under the Plan. Subject to any limitations imposed by law, the term "prior governmental service" shall be as defined by the Adopting Employer below. The Employer elects to treat prior governmental service as follows **(check one)**:

- ☒ Prior governmental service is **not** creditable under the Plan **(if checked, skip to Section 13.D. – Unused Sick/Vacation Leave)**.
- ☐ Prior governmental service shall be counted as Credited Service for the following purposes under the Plan **(check one or more as applicable)**:
 - ☐ Computing amount of benefits payable.
 - ☐ Meeting minimum service requirements for vesting.
 - ☐ Meeting minimum service requirements for benefit eligibility.

(2) Definition of Prior Governmental Service.

Prior governmental service shall be defined as follows: **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: _____.

Unless otherwise specified above, prior governmental service shall include only full-time service (minimum hour requirement same as that applicable to Eligible Regular Employees).

(3) Maximum Credit for Prior Governmental Service.

Credit for prior governmental service shall be limited to a maximum of _____ years **(insert number)**.

(4) Rate of Accrual for Prior Governmental Service Credit.

Credit for prior governmental service shall accrue at the following rate **(check one)**:

- ☐ One month of prior governmental service credit for every _____ month(s) **(insert number)** of Credited Service with the Adopting Employer.
- ☐ One year of prior governmental service credit for every _____ year(s) **(insert number)** of Credited Service with the Adopting Employer.

- ☐ All prior governmental service shall be creditable (subject to any caps imposed above) after the Participant has completed _____ years (**insert number**) of Credited Service with the Adopting Employer.
- ☐ Other requirement (**must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)**): _____.

(5) Payment for Prior Governmental Service Credit.

- ☐ Participants shall **not** be required to pay for governmental service credit.
- ☐ Participants shall be required to pay for governmental service credit as follows:
 - ☐ The Participant must pay _____% of the actuarial cost of the service credit.
 - ☐ The Participant must pay an amount equal to (**must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)**): _____.

Other Conditions for Award of Prior Governmental Service Credit (**must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)**): _____.

D. Leave Conversion for Unused Paid Time Off (e.g., Sick, Vacation, or Personal Leave)

(1) Credit for Unused Paid Time Off.

Subject to the limitations in Section 3.01 of the Master Plan, an Adopting Employer may elect to treat accumulated days of unused paid time off for a terminated Participant, for which the Participant is not paid, as Credited Service. The only type of leave permitted to be credited under this provision is leave from a paid time off plan which qualifies as a bona fide sick and vacation leave plan (which may include sick, vacation or personal leave) and which the Participant may take as paid leave without regard to whether the leave is due to illness or incapacity. The Credited Service resulting from the conversion of unused paid time off must not be the only Credited Service applied toward the accrual of a normal retirement benefit under the Plan. The Pension Committee shall be responsible to certify to GMEBS the total amount of unused paid time off that is creditable hereunder.

Important Note: Leave cannot be converted to Credited Service in lieu of receiving a cash payment. If the Employer elects treating unused paid time off as Credited Service, the conversion to Credited Service will be automatic, and the Participant cannot request a cash payment for the unused paid time off.

The Employer elects the following treatment of unused paid time off:

- ☒ Unused paid time off shall **not** be treated as Credited Service (**if checked, skip to Section 14 – Retirement Eligibility**).

- ☐ The following types of unused paid time off for which the Participant is not paid shall be treated as Credited Service under the Plan **(check one or more as applicable)**:
- ☐ Unused sick leave
 - ☐ Unused vacation leave
 - ☐ Unused personal leave
 - ☐ Other paid time off **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: _____.

(2) Minimum Service Requirement.

In order to receive credit for unused paid time off, a Participant must meet the following requirement at termination **(check one)**:

- ☐ The Participant must be 100% vested in a normal retirement benefit.
- ☐ The Participant must have at least _____ years **(insert number)** of Total Credited Service (not including leave otherwise creditable under this Section).
- ☐ Other **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: _____.

(3) Use of Unused Paid Time Off Credit. Unused paid time off for which the Participant is not paid shall count as Credited Service for the following purposes under the Plan **(check one or more as applicable)**:

- ☐ Computing amount of benefits payable.
- ☐ Meeting minimum service requirements for vesting.
- ☐ Meeting minimum service requirements for benefit eligibility.

(4) Maximum Credit for Unused Paid Time Off.

Credit for unused paid time off for which the Participant is not paid shall be limited to a maximum of _____ months **(insert number)**.

(5) Computation of Unused Paid Time Off.

Unless otherwise specified by the Adopting Employer under "Other Conditions" below, each twenty (20) days of creditable unused paid time off shall constitute one (1) complete month of Credited Service under the Plan. Partial months shall not be credited.

(6) Other Conditions (please specify, subject to limitations in Section 3.01 of Master Plan; must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

14. RETIREMENT ELIGIBILITY

A. Early Retirement Qualifications

Early retirement qualifications are (check one or more as applicable):

- ☒ Attainment of age 55 (insert number)
- ☒ Completion of 10 years (insert number) of Total Credited Service

Exceptions: If different early retirement eligibility requirements apply to a particular class or classes of Eligible Employees, the Employer must specify below the classes to whom the different requirements apply and indicate below the requirements applicable to them.

Eligible Employees to whom exception applies (must specify - specific positions are permissible; specific individuals may not be named): Participants who meet the alternative Early Retirement qualifications specified below (50&25).

Early retirement qualifications for excepted class(es) are (check one or more as applicable):

- ☒ Attainment of age 50 (insert number)
- ☒ Completion of 25 years (insert number) of Total Credited Service

B. Normal Retirement Qualifications

Note: Please complete this Section and also list "Alternative" Normal Retirement Qualifications, if any, in Section 14.C.

(1) Regular Employees

Normal retirement qualifications for Regular Employees are (check one or more as applicable):

- ☒ Attainment of age 65 (insert number)
- ☒ Completion of 5 years (insert number) of Total Credited Service
- ☐ In-Service Distribution to Eligible Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to (check one): ☐ all Participants ☐ only the following class(es) of Participants (must specify - specific positions are permissible; specific individuals may not be named): _____.

Exceptions: If different normal retirement qualifications apply to a particular class or classes of Regular Employees, the Employer must specify below the classes to whom the different requirements apply and indicate below the requirements applicable to them.

Class(es) of Regular Employees to whom exception applies **(must specify - specific positions are permissible; specific individuals may not be named):** _____.

Normal retirement qualifications for excepted class(es) are **(check one or more as applicable):**

- ☐ Attainment of age _____ **(insert number)**
- ☐ Completion of _____ years **(insert number)** of Total Credited Service
- ☐ In-Service Distribution to Eligible Employees permitted (*i.e.*, a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one):** ☐ all Participants ☐ only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named):** _____.

(2) Elected or Appointed Members of Governing Authority

Complete this Section only if elected or appointed members of the Governing Authority or Municipal Legal Officers are permitted to participate in the Plan. Normal retirement qualifications for this class are **(check one or more as applicable):**

- ☒ Attainment of age 65 **(insert number)**
- ☐ Completion of _____ years **(insert number)** of Total Credited Service
- ☐ In-Service Distribution to Eligible Employees permitted (*i.e.*, a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one):** ☐ all Participants ☐ only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named):** _____.

Exceptions: If different normal retirement qualifications apply to particular elected or appointed members of the Governing Authority or Municipal Legal Officers, the Employer must specify below to whom the different requirements apply and indicate below the requirements applicable to them.

Particular elected or appointed members of the Governing Authority or Municipal Legal Officers to whom exception applies **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

Normal retirement qualifications for excepted elected or appointed members of the Governing Authority or Municipal Legal Officers are **(check one or more as applicable)**:

- ☐ Attainment of age _____ **(insert number)**
- ☐ Completion of _____ years **(insert number)** of Total Credited Service
- ☐ In-Service Distribution to Eligible Employees permitted (*i.e.*, a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one)**: ☐ all Participants ☐ only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

C. Alternative Normal Retirement Qualifications

The Employer may elect to permit Participants to retire with unreduced benefits after they satisfy service and/or age requirements other than the regular normal retirement qualifications specified above. The Employer hereby adopts the following alternative normal retirement qualifications:

Alternative Normal Retirement Qualifications (check one or more, as applicable):

- (1)** ☐ Not applicable (the Adopting Employer does not offer alternative normal retirement benefits under the Plan).
- (2)** ☒ **Alternative Minimum Age & Service Qualifications (if checked, please complete one or more items below, as applicable):**
 - ☒ Attainment of age **55** **(insert number)**
 - ☒ Completion of **25** years **(insert number)** of Total Credited Service
 - ☐ In-Service Distribution to Eligible Employees permitted (*i.e.*, a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one)**: ☐ all Participants ☐ only the following class(es) of Participants **(must**

specify - specific positions are permissible; specific individuals may not be named):_____.

This alternative normal retirement benefit is available to:

- ☒ All Participants who qualify.
- ☐ Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named):** _____.

A Participant **(check one)**: ☐ is required ☒ is not required to be in the service of the Employer at the time he satisfies the above qualifications in order to qualify for this alternative normal retirement benefit.

Other eligibility requirement **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**:

_____.

- (3) ☐ **Rule of _____ (insert number).** The Participant's combined Total Credited Service and age must equal or exceed this number. Please complete additional items below:

To qualify for this alternative normal retirement benefit, the Participant **(check one or more items below, as applicable)**:

- ☐ Must have attained at least age _____ **(insert number)**
- ☐ Must not satisfy any minimum age requirement
- ☐ In-Service Distribution to Eligible Employees permitted (*i.e.*, a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if the Participant meets the minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement. This rule shall apply to **(check one)**: ☐ all Participants ☐ only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named):** _____.

This alternative normal retirement benefit is available to:

- ☐ All Participants who qualify.
- ☐ Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named):** _____.

A Participant (**check one**): ☐ is required ☐ is not required to be in the service of the Employer at the time he satisfies the Rule in order to qualify for this alternative normal retirement benefit.

Other eligibility requirement (**must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)**): _____.

(4) ☐ **Alternative Minimum Service.** A Participant is eligible for an alternative normal retirement benefit if he has at least _____ years (**insert number**) of Total Credited Service, regardless of the Participant's age.

☐ In-Service Distribution to Eligible Employees permitted (*i.e.*, a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if the Participant meets the minimum service requirement specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to (**check one**): ☐ all Participants ☐ only the following class(es) of Participants (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

This alternative normal retirement benefit is available to:

☐ All Participants who qualify.

☐ Only the following Participants (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

A Participant (**check one**): ☐ is required ☐ is not required to be in the service of the Employer at the time he satisfies the qualifications for this alternative normal retirement benefit.

Other eligibility requirement (**must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)**): _____.

(5) ☐ **Other Alternative Normal Retirement Benefit.**

Must specify qualifications (in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): _____.

☐ In-Service Distribution to Eligible Employees permitted (*i.e.*, a qualifying Participant may commence receiving retirement benefits while in service

without first incurring a Bona Fide Separation from Service), if the Participant meets minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one)**: ☐ all Participants ☐ only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

This alternative normal retirement benefit is available to:

- ☐ All Participants who qualify.
- ☐ Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

A Participant **(check one)**: ☐ is required ☐ is not required to be in the service of the Employer at the time he satisfies the qualifications for this alternative normal retirement benefit.

Other eligibility requirement **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: _____.

(6) ☐ Other Alternative Normal Retirement Benefit for Public Safety Employees Only.

Must specify qualifications (in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

- ☐ In-Service Distribution to Eligible Employees who are Public Safety Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if the Participant meets minimum age and service requirements specified immediately above and is at least age 50 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one)**: ☐ all Participants ☐ only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

This alternative normal retirement benefit is available to:

- ☐ All public safety employee Participants who qualify.

- ☐ Only the following public safety employee Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

A public safety employee Participant **(check one)**: ☐ is required ☐ is not required to be in the service of the Employer at the time he satisfies the qualifications for this alternative normal retirement benefit.

Other eligibility requirement **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: _____.

Note: "Public safety employees" are defined under the Internal Revenue Code for this purpose as employees of a State or political subdivision of a State who provide police protection, firefighting services, or emergency medical services for any area within the jurisdiction of such State or political subdivision.

D. Disability Benefit Qualifications

Subject to the other terms and conditions of the Master Plan and except as otherwise provided in an Addendum to this Adoption Agreement, disability retirement qualifications are based upon Social Security Administration award criteria or as otherwise provided under Section 2.23 of the Master Plan. The Disability Retirement benefit shall commence as of the Participant's Disability Retirement Date under Section 2.24 of the Master Plan.

To qualify for a disability benefit, a Participant must have the following minimum number of years of Total Credited Service **(check one)**:

- ☒ Not applicable (the Adopting Employer does not offer disability retirement benefits under the Plan).
- ☐ No minimum.
- ☐ _____ years **(insert number)** of Total Credited Service.

Other eligibility requirement **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: _____.

15. RETIREMENT BENEFIT COMPUTATION

A. Maximum Total Credited Service

The number of years of Total Credited Service which may be used to calculate a benefit is **(check one or all that apply)**:

- ☒ not limited.
- ☐ limited to _____ years for all Participants.
- ☐ limited to _____ years for the following classes of Eligible Regular Employees:

- ☐ All Eligible Regular Employees.
- ☐ Only the following Eligible Regular Employees: _____.
- ☐ limited to _____ years as an elected or appointed member of the Governing Authority.
- ☐ limited to _____ years as a Municipal Legal Officer.
- ☐ Other (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

B. Monthly Normal Retirement Benefit Amount

(1) Regular Employee Formula

The monthly normal retirement benefit for Eligible Regular Employees shall be 1/12 of **(check and complete one or more as applicable)**:

- ☐ (a) **Flat Percentage Formula.** _____% (insert percentage) of Final Average Earnings multiplied by years of Total Credited Service as an Eligible Regular Employee.

This formula applies to:

- ☐ All Participants who are Regular Employees.
- ☐ Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named):** _____.

- ☐ (b) **Alternative Flat Percentage Formula.** _____% (insert percentage) of Final Average Earnings multiplied by years of Total Credited Service as an Eligible Regular Employee. This formula applies to the following Participants **(must specify - specific positions are permissible; specific individuals may not be named):** _____.

- ☒ (c) **Split Final Average Earnings Formula.** 1.5% (insert percentage) of Final Average Earnings up to the amount of **Covered Compensation (see subsection (2) below for definition of Covered Compensation)**, plus 2.25% (insert percentage) of Final Average Earnings in excess of said Covered Compensation, multiplied by years of Total Credited Service as an Eligible Regular Employee.

This formula applies to:

- ☐ All Participants who are Regular Employees.
- ☒ Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named):** 1) Eligible Regular Employees employed on or after April 1, 1986; and 2) Eligible Regular Employees employed before such date,

when application of the formula in this Section 15(B)(1)(c) would result in a higher benefit than the benefit as determined under Section 15(B)(1)(d) below.

- ☒ (d) **Alternative Split Final Average Earnings Formula.** 1.0% (insert percentage) of Final Average Earnings up to the amount of **Covered Compensation** (see subsection (2) below for definition of **Covered Compensation**), plus 1.75% (insert percentage) of Final Average Earnings in excess of said Covered Compensation, multiplied by years of Total Credited Service as an Eligible Regular Employee.

This formula applies to:

- ☐ All Participants.
- ☒ Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named):** **Eligible Regular Employees employed prior to April 1, 1986, when application of the formula in this Section 15(B)(1)(d) would result in a higher benefit than the benefit as determined under Section 15(B)(1)(c) above.**

[Repeat above subsections as necessary for each applicable benefit formula and Participant class covered under the Plan.]

(2) Covered Compensation (complete only if Split Formula(s) is checked above):

Covered Compensation is defined as (check one or more as applicable):

- ☐ (a) **A.I.M.E. Covered Compensation** as defined in Section 2.18 of the Master Plan. This definition of Covered Compensation shall apply to **(check one)**:
- ☐ All Participants who are Regular Employees.
- ☐ Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named):** _____.
- ☒ (b) **Dynamic Break Point** Covered Compensation as defined in Section 2.19 of the Master Plan. This definition of Covered Compensation shall apply to **(check one)**:
- ☐ All Participants who are Regular Employees.
- ☒ Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named):** **Participants to whom the benefit formula under Section 15(B)(1)(c) applies.**
- ☒ (c) **Table Break Point** Covered Compensation as defined in Section 2.20 of the Master Plan. This definition of Covered Compensation shall apply to **(check one)**:
- ☐ All Participants who are Regular Employees.

- ☒ Only the following class(es) of Participants (**must specify - specific positions are permissible; specific individuals may not be named**): Participants to whom the benefit formula under Section 15(B)(1)(d) applies.

- ☐ (d) **Covered Compensation** shall mean a Participant's annual Earnings that do not exceed \$ _____ (**specify amount**). This definition shall apply to (**check one**):
- ☐ All Participants who are Regular Employees.
- ☐ Only the following Participants (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

(3) Final Average Earnings

Unless otherwise specified in an Addendum to the Adoption Agreement, Final Average Earnings is defined as the monthly average of Earnings paid to a Participant by the Adopting Employer for the **60** (**insert number not to exceed 60**) consecutive months of Credited Service preceding the Participant's most recent Termination in which the Participant's Earnings were the highest, multiplied by 12. Note: GMEBS has prescribed forms for calculation of Final Average Earnings that must be used for this purpose.

This definition of Final Average Earnings applies to:

- ☒ All Participants who are Regular Employees.
- ☐ Only the following Participants (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

[Repeat above subsection as necessary for each applicable definition and Participant class covered under the Plan.]

(4) Formula for Elected or Appointed Members of the Governing Authority

The monthly normal retirement benefit for members of this class shall be as follows (**check one**):

- ☐ Not applicable (elected or appointed members of the Governing Authority or Municipal Legal Officers are not permitted to participate in the Plan).
- ☒ **\$100.00** (**insert dollar amount**) per month for each year of Total Credited Service as an elected or appointed member of the Governing Authority or Municipal Legal Officer or major fraction thereof (6 months and 1 day).

This formula applies to:

- ☒ All elected or appointed members of the Governing Authority or Municipal Legal Officers eligible to participate.
- ☐ Only the following elected or appointed members of the Governing Authority or Municipal Legal Officers eligible to participate (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

[Repeat above subsection as necessary for each applicable formula for classes of elected or appointed members covered under the Plan.]

C. **Monthly Early Retirement Benefit Amount**

Check and complete one or more as applicable:

- ☒ (1) **Standard Early Retirement Reduction Table.** The monthly Early Retirement benefit shall be computed in the same manner as the monthly Normal Retirement benefit, but the benefit shall be reduced on an Actuarially Equivalent basis in accordance with Section 12.01 of the Master Plan to account for early commencement of benefits. This provision shall apply to:
- ☒ All Participants.
 - ☐ Only the following Participants (**must specify - specific positions are permissible; specific individuals may not be named**): _____.
- ☐ (2) **Alternative Early Retirement Reduction Table.** The monthly Early Retirement benefit shall be computed in the same manner as the monthly Normal Retirement benefit, but the benefit shall be reduced to account for early commencement of benefits based on the following table. This table shall apply to:
- ☐ All Participants.
 - ☐ Only the following Participants (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

Alternative Early Retirement Reduction Table

<u>Number of Years Before</u> <u>[Age (Insert Normal</u> <u>Retirement Age)]</u> (check as applicable)	<u>Percentage of</u> <u>Normal Retirement Benefit*</u> (complete as applicable)
☐ 0	1.000
☐ 1	0.____
☐ 2	0.____
☐ 3	0.____
☐ 4	0.____
☐ 5	0.____
☐ 6	0.____
☐ 7	0.____
☐ 8	0.____
☐ 9	0.____
☐ 10	0.____
☐ 11	0.____
☐ 12	0.____
☐ 13	0.____
☐ 14	0.____
☐ 15	0.____

*Interpolate for whole months

D. Monthly Late Retirement Benefit Amount (check one):

- ☒ (1) The monthly Late Retirement benefit shall be computed in the same manner as the Normal Retirement Benefit, based upon the Participant's Accrued Benefit as of his Late Retirement Date.
- ☐ (2) The monthly Late Retirement benefit shall be the greater of: (1) the monthly retirement benefit accrued as of the Participant's Normal Retirement Date, actuarially increased in accordance with the actuarial table contained in Section 12.05 of the Master Plan; or (2) the monthly retirement benefit accrued as of the Participant's Late Retirement Date, without further actuarial adjustment under Section 12.06 of the Master Plan.

E. Monthly Disability Benefit Amount

The amount of the monthly Disability Benefit shall be computed in the same manner as the Normal Retirement benefit, based upon the Participant's Accrued Benefit as of his Disability Retirement Date.

Minimum Disability Benefit. The Adopting Employer may set a minimum Disability Benefit. The Employer elects the following minimum Disability benefit **(check one)**:

- ☒ Not applicable (the Adopting Employer does not offer disability retirement benefits under the Plan).
- ☐ No minimum is established.
- ☐ No less than **(check one):** ☐ 20% ☐ 10% ☐ ____% **(if other than 20% or 10% insert percentage amount)** of the Participant's average monthly Earnings for the 12 calendar month period (excluding any period of unpaid leave of absence) immediately preceding his Termination of Employment as a result of a Disability. (Unless otherwise specified in an Addendum to the Adoption Agreement, no minimum will apply to elected or appointed members of the Governing Authority or Municipal Legal Officers.)
- ☐ No less than **(check one):** ☐ 66 2/3 % ☐ ____% **(if other than 66 2/3%, insert percentage amount)** of the Participant's average monthly Earnings for the 12 calendar month period (excluding any period of unpaid leave of absence) immediately preceding his Termination of Employment as a result of a Disability, less any monthly benefits paid from federal Social Security benefits as a result of disability as reported by the Employer. (Unless otherwise specified in an Addendum to the Adoption Agreement, no minimum will apply to elected or appointed members of the Governing Authority or Municipal Legal Officers.)

Note: The Adopting Employer is responsible for reporting to GMEBS any amounts to be used in an offset.

F. Minimum/Maximum Benefit For Elected Officials

In addition to any other limitations imposed by federal or state law, the Employer may impose a cap on the monthly benefit amount that may be received by elected or appointed members of the Governing Authority. The Employer elects **(check one)**:

- ☐ Not applicable (elected or appointed members of the Governing Authority do not participate in the Plan).
- ☒ No minimum or maximum applies.
- ☐ Monthly benefit for Service as an elected or appointed member of the Governing Authority may not exceed 100% of the Participant's final salary as an elected or appointed member of the Governing Authority.
- ☐ Other minimum or maximum **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)):**
_____.

16. SUSPENSION OF BENEFITS FOLLOWING BONA FIDE SEPARATION OF SERVICE; COLA

A. Re-Employment as Eligible Employee After Normal, Alternative Normal, or Early Retirement and Following Bona Fide Separation of Service (see Master Plan Section 6.06(c) Regarding Re-Employment as an Ineligible Employee and Master Plan Section 6.06(e) and (f) Regarding Re-Employment After Disability Retirement)

(1) **Reemployment After Normal or Alternative Normal Retirement.** In the event that a Retired Participant 1) is reemployed with the Employer as an Eligible Employee (as defined in the Plan) after his Normal or Alternative Normal Retirement Date and after a Bona Fide Separation from Service, or 2) is reemployed with the Employer in an Ineligible Employee class, and subsequently again becomes an Eligible Employee (as defined in the Plan) due to the addition of such class to the Plan after his Normal or Alternative Normal Retirement Date, the following rule shall apply (**check one**):

- ☒ (a) The Participant's benefit shall be suspended in accordance with Section 6.06(a)(1) of the Master Plan for as long as the Participant remains employed.
- ☐ (b) The Participant may continue to receive his retirement benefit in accordance with Section 6.06(b) of the Master Plan. This rule shall apply to (**check one**): ☐ all Retired Participants ☐ only the following classes of Retired Participants (**must specify (specific positions are permissible; specific individuals may not be named) - benefits of those Retired Participants not listed shall be suspended in accordance with Section 6.06(a) of the Master Plan if they return to work with the Employer**): _____.

(2) **Reemployment After Early Retirement.** In the event a Participant Retires with an Early Retirement benefit after a Bona Fide Separation from Service 1) is reemployed with the Employer as an Eligible Employee before his Normal Retirement Date; or 2) is reemployed with the Employer in an Ineligible Employee class, and subsequently again becomes an Eligible Employee (as defined in the Plan) before his Normal Retirement Date due to the addition of such class to the Plan, the following rule shall apply (**check one or more as applicable**):

- (a) ☒ The Participant's Early Retirement benefit shall be suspended in accordance with Section 6.06(a)(1) of the Master Plan for as long as the Participant remains employed.

This rule shall apply to (**check one**): ☒ all Retired Participants; ☐ only the following classes of Retired Participants (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

- (b) ☐ The Participant's Early Retirement benefit shall be suspended in accordance with Section 6.06(a)(1) of the Master Plan. However, the Participant may begin receiving benefits after he satisfies the qualifications

for Normal Retirement or Alternative Normal Retirement, as applicable, and after satisfying the minimum age parameters of Section 6.06(a)(3) of the Master Plan, in accordance with Section 6.06(b)(2)(B)(i) of the Master Plan.

This rule shall apply to **(check one)**: ☐ all Retired Participants; ☐ only the following classes of Retired Participants **(must specify - specific positions are permissible; specific individuals may not be named)**:
_____.

- (c) ☐ The Participant's Early Retirement benefit shall continue in accordance with Section 6.06(b)(2)(B)(ii) of the Master Plan.

This rule shall apply to **(check one)**: ☐ all Retired Participants; ☐ only the following classes of Retired Participants **(must specify - specific positions are permissible; specific individuals may not be named)**:
_____.

B. Cost Of Living Adjustment

The Employer may elect to provide for an annual cost-of-living adjustment (COLA) in the amount of benefits being received by Retired Participants and Beneficiaries, which shall be calculated and paid in accordance with the terms of the Master Plan. The Employer hereby elects the following **(check one)**:

- ☒ (1) No cost-of-living adjustment.
- ☐ (2) Variable Annual cost-of-living adjustment not to exceed _____% **(insert percentage)**.
- ☐ (3) Fixed annual cost-of-living adjustment equal to _____% **(insert percentage)**.

The above cost-of-living adjustment shall apply with respect to the following Participants (and their Beneficiaries) **(check one)**:

- ☒ All Participants (and their Beneficiaries).
- ☐ Participants (and their Beneficiaries) who terminate employment on or after _____ **(insert date)**.
- ☐ Other **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)); specific positions are permissible; specific individuals may not be named)**: _____.

The Adjustment Date for the above cost-of-living adjustment shall be (if not specified, the Adjustment Date shall be January 1): _____.

17. TERMINATION OF EMPLOYMENT BEFORE RETIREMENT; VESTING

A. Eligible Regular Employees

Subject to the terms and conditions of the Master Plan, a Participant who is an Eligible Regular Employee and whose employment is terminated for any reason other than death or retirement shall earn a vested right in his accrued retirement benefit in accordance with the following schedule **(check one)**:

- ☐ **No vesting schedule (immediate vesting).**
- ☒ **Cliff Vesting Schedule.** Benefits shall be 100% vested after the Participant has a minimum of **10** years **(insert number not to exceed 10)** of Total Credited Service. Benefits remain 0% vested until the Participant satisfies this minimum.
- ☐ **Graduated Vesting Schedule.** Benefits shall become vested in accordance with the following schedule **(insert percentages)**:

<u>COMPLETED YEARS OF TOTAL CREDITED SERVICE</u>	<u>VESTED PERCENTAGE</u>
1	%
2	%
3	%
4	%
5	%
6	%
7	%
8	%
9	%
10	%

Exceptions: If a vesting schedule other than that specified above applies to a special class(es) of Regular Employees, the Employer must specify the different vesting schedule below and the class(es) to whom the different vesting schedule applies.

Regular Employees to whom exception applies **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

Vesting Schedule for excepted class **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: _____.

B. Elected or Appointed Members of the Governing Authority

Subject to the terms and conditions of the Master Plan, a Participant who is an elected or appointed member of the Governing Authority or a Municipal Legal Officer shall earn a vested right in his accrued retirement benefit for Credited Service in such capacity in accordance with the following schedule **(check one)**:

- ☐ Not applicable (elected or appointed members of the Governing Authority are not permitted to participate in the Plan).
- ☒ No vesting schedule (immediate vesting).
- ☐ Other vesting schedule **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)):** _____.

18. PRE-RETIREMENT DEATH BENEFITS

A. In-Service Death Benefit

Subject to the terms and conditions of the Master Plan, the Employer hereby elects the following in-service death benefit, to be payable in the event that an eligible Participant's employment with the Employer is terminated by reason of the Participant's death prior to Retirement **(check and complete one)**:

- (1) ☒ **Auto A Death Benefit.** A monthly benefit payable to the Participant's Pre-Retirement Beneficiary, equal to the decreased monthly retirement benefit that would have otherwise been payable to the Participant, had he elected a 100% joint and survivor benefit under Section 7.03 of the Master Plan. In order to be eligible for this benefit, a Participant must meet the following requirements **(check one)**:
 - ☒ The Participant must be vested in a normal retirement benefit.
 - ☐ The Participant must have _____ years **(insert number)** of Total Credited Service.
 - ☐ The Participant must be eligible for Early or Normal Retirement.
 - ☐ Other eligibility requirement **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)):** _____.
- (2) ☐ **Actuarial Reserve Death Benefit.** A monthly benefit payable to the Participant's Pre-Retirement Beneficiary, actuarially equivalent to the reserve required for the Participant's anticipated Normal Retirement benefit, provided the Participant meets the following eligibility conditions **(check one)**:
 - ☐ The Participant shall be eligible upon satisfying the eligibility requirements of Section 8.02(c) of the Master Plan.
 - ☐ The Participant must have _____ years **(insert number)** of Total Credited Service.
 - ☐ Other eligibility requirement **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-**

1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): _____.

Imputed Service. For purposes of computing the actuarial reserve death benefit, the Participant's Total Credited Service shall include **(check one)**:

- ☐ Total Credited Service accrued prior to the date of the Participant's death.
- ☐ Total Credited Service accrued prior to the date of the Participant's death, plus **(check one)**: ☐ one-half (½) ☐ _____ **(insert other fraction)** of the Service between such date of death and what would otherwise have been the Participant's Normal Retirement Date. **(See Master Plan Section 8.02(b) regarding 10-year cap on additional Credited Service.)**

Minimum In-Service Death Benefit for Vested Employees Equal to Terminated Vested Death Benefit. Unless otherwise specified under "Exceptions" below, if a Participant's employment is terminated by reason of the Participant's death prior to Retirement, and if as of the date of death the Participant is vested but he does not qualify for the in-service death benefit, then the Auto A Death Benefit will be payable, provided the Auto A Death Benefit is made available to terminated vested employees under the Adoption Agreement (see "Terminated Vested Death Benefit" below).

(3) Exceptions: If an in-service death benefit other than that specified above applies to one or more classes of Participants, the Employer must specify below the death benefit payable, the class(es) to whom the different death benefit applies, and the eligibility conditions for said death benefit.

Alternative Death Benefit **(must specify formula that satisfies the definite written program and definitely determinable requirements of Treasury Regulations Sections 1.401-1(a)(2) and 1.401-1(b)(1)(i) and does not violate limits applicable to governmental plans under Code Sections 401(a)(17) and 415):** _____.

Participants to whom alternative death benefit applies **(must specify - specific positions are permissible; specific individuals may not be named):** _____.

Eligibility conditions for alternative death benefit **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i):** _____.

B. Terminated Vested Death Benefit

(1) Complete this Section only if the Employer offers a terminated vested death benefit. The Employer may elect to provide a terminated vested death benefit, to be payable in the event that a Participant who is vested dies after termination of employment but before Retirement benefits commence. Subject to the terms and conditions of the Master Plan, the Employer hereby elects the following terminated vested death benefit **(check one)**:

- ☒ **Auto A Death Benefit.** A monthly benefit payable to the Participant's Pre-Retirement Beneficiary, equal to the decreased monthly retirement benefit that

would have otherwise been payable to the Participant had he elected a 100% joint and survivor benefit under Section 7.03 of the Master Plan.

- ☐ **Accrued Retirement Benefit.** A monthly benefit payable to the Participant's Pre-Retirement Beneficiary which shall be actuarially equivalent to the Participant's Accrued Normal Retirement Benefit determined as of the date of death.

(2) Exceptions: If a terminated vested death benefit other than that specified above applies to one or more classes of Participants, the Employer must specify below the death benefit payable, the class(es) to whom the different death benefit applies, and the eligibility conditions for said death benefit.

Alternative Death Benefit (must specify formula that satisfies the definite written program and definitely determinable requirements of Treasury Regulations Sections 1.401-1(a)(2) and 1.401-1(b)(1)(i) and does not violate limits applicable to governmental plans under Code Sections 401(a)(17) and 415): _____.

Participants to whom alternative death benefit applies (must specify - specific positions are permissible; specific individuals may not be named): _____.

Eligibility conditions for alternative death benefit (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

19. EMPLOYEE CONTRIBUTIONS

(1) Employee contributions (check one):

- ☒ Are not required.
- ☐ Are required in the amount of _____ % (insert percentage) of Earnings for all Participants.
- ☐ Are required in the amount of _____ % (insert percentage) of Earnings for Participants in the following classes (must specify - specific positions are permissible; specific individuals may not be named): _____.

[Repeat above subsection as necessary if more than one contribution rate applies.]

(2) Pre-Tax Treatment of Employee Contributions. If Employee Contributions are required in Subsection (1) above, an Adopting Employer may elect to "pick up" Employee Contributions to the Plan in accordance with IRC Section 414(h). In such case, Employee Contributions shall be made on a pre-tax rather than a post-tax basis, provided the requirements of IRC Section 414(h) are met. If the Employer elects to pick up Employee Contributions, it is the Employer's responsibility to ensure that Employee Contributions are paid and reported in accordance with IRC Section 414(h). The Adopting Employer must not report picked up contributions as wages subject to federal income tax withholding.

The Employer hereby elects (check one):

- ☐ To pick up Employee Contributions. By electing to pick up Employee Contributions, the Adopting Employer specifies that the contributions, although designated as Employee Contributions, are being paid by the Employer in lieu of Employee Contributions. The Adopting Employer confirms that the executor of this Adoption Agreement is duly authorized to take this action as required to pick up contributions. This pick-up of contributions applies prospectively, and it is evidenced by this contemporaneous written document. On and after the date of the pick-up of contributions, a Participant does not have a cash or deferred election right (within the meaning of Treasury Regulation Section 1.401(k)-1(a)(3)) with respect to the designated Employee Contributions, which includes not having the option of receiving the amounts directly instead of having them paid to the Plan.

- ☐ Not to pick up Employee Contributions.

(3) Interest on Employee Contributions. The Adopting Employer may elect to pay interest on any refund of Employee Contributions.

- ☐ Interest shall not be paid.
 - ☐ Interest shall be paid on a refund of Employee Contributions at a rate established by GMEBS from time to time.
 - ☐ Other rate of interest **(must specify rate in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)):**
-

20. MODIFICATION OF THE TERMS OF THE ADOPTION AGREEMENT

If an Adopting Employer desires to amend any of its elections contained in this Adoption Agreement (or any Addendum), the Governing Authority by official action must adopt an amendment of the Adoption Agreement (or any Addendum) or a new Adoption Agreement (or Addendum) must be adopted and forwarded to the Board for approval. The amendment of the new Adoption Agreement (or Addendum) is not effective until approved by the Board and other procedures required by the Plan have been implemented.

The Administrator will timely inform the Adopting Employer of any amendments made by the Board to the Plan.

21. TERMINATION OF THE ADOPTION AGREEMENT

This Adoption Agreement (and any Addendum) may be terminated only in accordance with the Plan. The Administrator will inform the Adopting Employer in the event the Board should decide to discontinue this volume submitter program.

22. EMPLOYER ADOPTION AND AUTHORIZATION FOR AMENDMENTS

Adoption. The Adopting Employer hereby adopts the terms of the Adoption Agreement and any Addendum, which is attached hereto and made a part of this ordinance. The Adoption Agreement (and, if applicable, the Addendum) sets forth the Employees to be covered by the Plan, the benefits to be provided by the Adopting Employer under the Plan, and any conditions imposed by the Adopting Employer with respect to, but not inconsistent with, the Plan. The Adopting Employer reserves the right to amend its elections under the Adoption Agreement and any Addendum, so long as the amendment is not inconsistent with the Plan or the Internal Revenue Code or other applicable law and is approved by the Board of Trustees of GMEBS. The Adopting Employer acknowledges that it may not be able to rely on the volume submitter advisory letter if it makes certain elections under the Adoption Agreement or the Addendum.

The Adopting Employer hereby agrees to abide by the Master Plan, Trust Agreement, and rules and regulations adopted by the Board of Trustees of GMEBS, as each may be amended from time to time, in all matters pertaining to the operation and administration of the Plan. It is intended that the Act creating the Board of Trustees of GMEBS, this Plan, and the rules and regulations of the Board are to be construed in harmony with each other. In the event of a conflict between the provisions of any of the foregoing, they shall govern in the following order:

- (1) The Act creating the Board of Trustees of The Georgia Municipal Employees' Benefit System, O.C.G.A. Section 47-5-1 *et seq.* (a copy of which is included in the Appendix to the Master Defined Benefit Plan Document) and any other applicable provisions of O.C.G.A. Title 47;
- (2) The Master Defined Benefit Plan Document and Trust Agreement;
- (3) This Ordinance and Adoption Agreement (and any Addendum); and
- (4) The rules and regulations of the Board.

In the event that any section, subsection, sentence, clause or phrase of this Plan shall be declared or adjudged invalid or unconstitutional, such adjudication shall in no manner affect the previously existing provisions or the other section or sections, subsections, sentences, clauses or phrases of this Plan, which shall remain in full force and effect, as if the section, subsection, sentence, clause or phrase so declared or adjudicated invalid or unconstitutional were not originally a part hereof. The Governing Authority hereby declares that it would have passed the remaining parts of this Plan or retained the previously existing provisions if it had known that such part or parts hereof would be declared or adjudicated invalid or unconstitutional.

This Adoption Agreement (and any Addendum) may only be used in conjunction with Georgia Municipal Employees Benefit System Master Defined Benefit Retirement Plan Document approved by the Internal Revenue Service under advisory letter J501718a dated March 30, 2018. The Adopting Employer understands that failure to properly complete this Adoption Agreement (or any Addendum), or to operate and maintain the Plan and Trust in accordance with the terms of the completed Adoption Agreement (and any Addendum), Master Plan Document and Trust, may result in disqualification of the Adopting Employer's Plan under the Internal Revenue Code. Inquiries regarding the adoption of the Plan, the meaning of Plan provisions, or the effect of the

IRS advisory letter should be directed to the Administrator. The Administrator is Georgia Municipal Employees Benefit System, with its primary business offices located at: 201 Pryor Street, SW, Atlanta, Georgia, 30303. The business telephone number is: (404) 688-0472. The primary person to contact is: GMEBS Legal Counsel.

Authorization for Amendments. Effective on and after February 17, 2005, the Adopting Employer hereby authorizes the volume submitter practitioner who sponsors the Plan on behalf of GMEBS to prepare amendments to the Plan, for approval by the Board, on its behalf as provided under Revenue Procedure 2005-16, as superseded by Revenue Procedure 2015-36, Revenue Procedure 2011-49, and Announcement 2005-37. Effective January 1, 2013, Georgia Municipal Association, Inc., serves as the volume submitter practitioner for the Plan. Employer notice and signature requirements were met for the Adopting Employer before the effective date of February 17, 2005. The Adopting Employer understands that the implementing amendment reads as follows:

On and after February 17, 2005, the Board delegates to the Practitioner the authority to advise and prepare amendments to the Plan, for approval by the Board, on behalf of all Adopting Employers, including those Adopting Employers who have adopted the Plan prior to the January 1, 2013, restatement of the Plan, for changes in the Code, the regulations thereunder, revenue rulings, other statements published by Internal Revenue Service, including model, sample, or other required good faith amendments (but only if their adoption will not cause such Plan to be individually designed), and for corrections of prior approved plans. These amendments shall be applied to all Adopting Employers. Employer notice and signature requirements have been met for all Adopting Employers before the effective date of February 17, 2005. In any event, any amendment prepared by the Practitioner and approved by the Board will be provided by the Administrator to Adopting Employers.

Notwithstanding the foregoing paragraph, no amendment to the Plan shall be prepared on behalf of any Adopting Employer as of either:

- the date the Internal Revenue Service requires the Adopting Employer to file Form 5300 as an individually designed plan as a result of an amendment by the Adopting Employer to incorporate a type of Plan not allowable in a volume submitter plan as described in Revenue Procedure 2015-36; or
- as of the date the Plan is otherwise considered an individually designed plan due to the nature and extent of the amendments.

If the Adopting Employer is required to obtain a determination letter for any reason in order to maintain reliance on the advisory letter, the Practitioner's authority to amend the Plan on behalf of the Adopting Employer is conditioned on the Plan receiving a favorable determination letter.

The Adopting Employer further understands that, if it does not give its authorization hereunder or, in the alternative, adopt another pre-approved plan, its Plan will become an individually designed plan and will not be able to rely on the volume submitter advisory letter.

AN ORDINANCE (continued from page 1)

Section 2. Except as otherwise specifically required by law or by the terms of the Master Plan or Adoption Agreement (or any Addendum), the rights and obligations under the Plan with respect to persons whose employment with the City was terminated or who vacated his office with the City for any reason whatsoever prior to the effective date of this Ordinance are fixed and shall be governed by such Plan, if any, as it existed and was in effect at the time of such termination.

Section 3. The effective date of this Ordinance shall be September 22, 2023.

Section 4. All Ordinances and parts of ordinances in conflict herewith are expressly repealed.

Approved by the Mayor and Council of the City of Hinesville, Georgia this _____ day of _____, 20____.

Attest:

CITY OF HINESVILLE, GEORGIA

City Clerk

Mayor

(SEAL)

Approved:

City Attorney

The terms of the foregoing Adoption Agreement are approved by the Board of Trustees of Georgia Municipal Employees Benefit System.

IN WITNESS WHEREOF, the Board of Trustees of Georgia Municipal Employees Benefit System has caused its Seal and the signatures of its duly authorized officers to be affixed this _____ day of _____, 20____.

Board of Trustees
Georgia Municipal Employees
Benefit System

(SEAL)

Secretary

**GENERAL ADDENDUM TO THE
GEORGIA MUNICIPAL EMPLOYEES BENEFIT SYSTEM
DEFINED BENEFIT RETIREMENT PLAN
ADOPTION AGREEMENT**

This is an Addendum to the Adoption Agreement completed by the City of Hinesville, Georgia as follows (complete one or more sections, as applicable):

*** Item (1) of General Addendum – Not Applicable ***

(2) Discontinuance of participation in the Plan by one or more Departments or classes of Employees (for amendment of Adoption Agreement only - see Section 9 of Adoption Agreement):

- (a) Transfer of Certain Employees to LCPC Plan.** Effective January 1, 2009, certain Employees who immediately prior to said date participated under the City of Hinesville Retirement Plan (“this Plan”) will participate under a new retirement plan being established for the Liberty Consolidated Planning Commission (“LCPC Plan”), subject to the eligibility requirements and other terms and conditions of the LCPC Plan. Below is a list of these Employees:

Debra Atticall
Curies L. Butler
Sarah (Sally) Dowlen
Nils Gustavson
Gabriele Hartage
Ebrahim Nadji
Donna Shives
Henry E. Timmeran
Brandon Wescott

- (b) Treatment of Prior Credited Service.** With respect to the Employees described in subsection 2(a) above, and provided the transfer of assets referred to in subsection 2(c) below is completed, Credited Service under the City of Hinesville Retirement Plan prior to January 1, 2009 will be considered Credited Service under the LCPC Plan in determining whether said Employees have satisfied the minimum service requirements for participation and vesting under the LCPC Plan and the minimum service requirements for early or normal retirement under the LCPC Plan. Provided the transfer of assets referred to in subsection 2(c) below is completed, such Credited Service will also be taken into account for purposes of computing the amount of any benefits to which said Employees are entitled under the LCPC Plan.
- (c) Transfer of Assets on Behalf of Former Participants in Hinesville Plan.** In order to help fund the cost of providing benefits under the LCPC Plan for the Employees described in subsection 2(a) above who participated under the City of Hinesville Retirement Plan prior to January 1, 2009 with respect to service prior to said date, the Georgia Municipal Employees Benefit System (GMEBS) is hereby authorized and directed to transfer from the Trust Fund of the City

of Hinesville Retirement Plan to the newly created Trust Fund for the LCPC Plan a lump sum amount equal to the present value of the Accrued Benefit under this Plan for each of the Employees described in subsection 2(a) above as of January 1, 2009, as determined by the GMEBS actuary. Upon completion of said transfer of assets, said Employees and their heirs and assigns will have no further right, title or interest under this Plan with respect to their service prior to January 1, 2009, and their entitlement to benefits, if any, will be determined in accordance with and subject to the terms of the LCPC Plan.

*** Items (3) through (4) of General Addendum – Not Applicable ***

(5) One-time or Ad-hoc Cost-of-Living Adjustments (see Section 6:05(d) of the Master Plan regarding Cost of Living Adjustment) (check, as applicable):

- ☒ (a) One-Time Increase for Retired Participants. Effective November 1, 2023 (specify effective date), the monthly benefit amount being paid to Retired Participants in pay status immediately prior to such date shall be increased on a one-time basis by 2% (specify dollar amount or percentage increase). Said increases shall first be included in monthly benefit payments for the month of November 2023 (specify month and year). This provision shall not be construed or interpreted to create or establish any right or entitlement to any future or additional increases in benefits being paid under the Plan.
- ☐ Pro-rated Increase. The increase will be pro-rated for Retired Participants who have not been receiving monthly benefits for the entire 12-month period preceding _____ (specify effective date).
- ☒ Same Increase for Beneficiaries. The increase provided under this section shall also apply to Beneficiaries in pay status immediately prior to January 1, 2023 (specify effective date).
- ☒ Increase Only for Excepted Class. The increase provided under this section shall apply only to individuals in the following excepted class(es) (must specify): Notwithstanding any provision to the contrary, this one-time Cost-of-Living Adjustment shall only apply to Retirees (and their Beneficiaries) in pay status immediately prior to January 1, 2023.
- ☐ (b) Ad-hoc Increase for Retired Participants. Effective _____ (specify effective date), the following special increase shall apply (must describe increase and specify eligibility requirements): _____.

(6) Modified Definition of Earnings. For purposes of determining any Employee contributions and Final Average Earnings, Earnings as defined in Section 2.26 of the Master Plan shall be modified as follows (check all that apply):

- ☐ (a) excluding overtime pay.
- ☐ (b) excluding bonuses.

- ☐ (c) excluding _____ (specify type of excluded earnings).
- ☐ (d) including perquisites or allowances for use of a car or house rent.
- ☒ (e) including severance payments; provided that the following limitations shall apply (must specify):
The City of Hinesville shall notify GMEBS in writing of the amounts of any severance payments made to a Participant.
- ☐ (f) including _____ (specify type of included earnings).

This definition of Earnings applies to (check one):

- ☐ All Participants.
- ☒ Only the following Participants (must specify): The City Manager in such position on September 7, 2017, (i.e., Mr. Lester L. Edwards) in accordance with the Severance Agreement Release and Covenant Not to Sue ("Agreement") entered into between such City Manager and the City of Hinesville. Pursuant to said Agreement, the City shall make severance payments to said City Manager in two installments. The amount of the initial installment shall be included in said City Manager's Final Average Earnings for the purpose of determining his monthly Retirement benefit and, if applicable, any survivor benefits under the Plan as soon as practicable (as determined by GMEBS) following payment of said installment. Likewise, the amount of the January 2, 2018, installment will be included in said City Manager's Final Average Earnings for the purpose of determining his monthly Retirement benefit and, if applicable, any survivor benefits under the Plan as soon as practicable (as determined by GMEBS) following payment of said installment. In each case, said City Manager's monthly Retirement benefit will be recalculated to account for the additional Earnings, retroactive to his effective Retirement date. In the event said City Manager dies after execution of the Agreement but before January 2, 2018, and the balance of his severance payment is paid in accordance with the Agreement, said amounts shall be treated as Earnings under the Plan and included in said City Manager's Final Average Earnings for the purposes of determining said City Manager's monthly Retirement benefits and, if applicable, any survivor benefits under the Retirement Plan.

NOTE: The Employer is responsible for providing any and all documentation to the Administrator relating to payments that are *included* in the definition of Earnings pursuant to this Section, including but not limited to the amount(s) paid and the date of such payment(s).

[Repeat above subsection as necessary for each applicable definition and Participant class covered under the Plan.]

***** Items (7) through (16) of General Addendum – Not Applicable *****

The terms of the foregoing Addendum to the Adoption Agreement are approved by the Mayor and Commissioners of the City of Hinesville, Georgia this _____ day of _____, 20____.

Attest:

CITY OF HINESVILLE, GEORGIA

City Clerk

Mayor

(SEAL)

Approved:

City Attorney

The terms of the foregoing Addendum are approved by the Board of Trustees of the Georgia Municipal Employees Benefit System.

IN WITNESS WHEREOF, the Board of Trustees of the Georgia Municipal Employees Benefit System has caused its Seal and the signatures of its duly authorized officers to be affixed this _____ day of _____, 20____.

**Board of Trustees
Georgia Municipal Employees
Benefit System**

(SEAL)

Secretary

October 20, 2022

Ms. Michelle Warner
Director of Retirement Field Services and Defined Contribution Program
Georgia Municipal Association
201 Pryor Street, SW
Atlanta, Georgia 30303

Re: Benefit Study for the City of Hinesville

Dear Michelle:

As requested, we have developed the impact on plan funding of Increasing the Elected Officials Benefit from \$80 to \$100 for the City of Hinesville Retirement Plan.

The data, financial information, and plan provisions for the January 1, 2022 valuation were used to develop these results. Since the results are dependent on a given set of assumptions and data as of a specific date, there is a risk that emerging results may differ significantly, as actual experience differs from the assumptions.

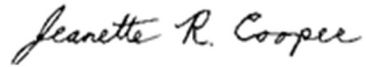
When determining the Recommended Contribution, the total level dollar amortization is adjusted, if necessary, to be within a corridor of the 10-year and the 30-year amortization of the unfunded/(surplus) actuarial accrued liability. In addition, since the funded ratio on an actuarial basis prior to the plan change is 86.29%, the plan change is amortized over 20 years per the GMEBS funding policy. The amortization period may change depending on the funded ratio when the plan change is first reflected. If the actuarial funding ratio drops below 80%, the amortization period would be 15 years instead of 20.

Please note, for the fiscal year November 1, 2021 to October 31, 2022, GASB standards require that the plan's Net Pension Liability (NPL) be reported on the sponsoring employer's balance sheet. The standards require using the Entry Age Funding method and assets at market (rather than the projected Unit Credit method and smoothed assets which are used for determining contribution requirements). For the fiscal year ended October 31, 2022, we have calculated the NPL as \$2,293,275. Inclusion of the proposed benefit improvement would increase this by an estimated \$86,000.

We are members of the American Academy of Actuaries and we meet the Qualification Standards of the American Academy of Actuaries to render the actuarial option herein.

If you have any questions or need additional information, please let us know.

Sincerely,



Jeanette R. Cooper, FSA, FCA, MAAA, EA
Vice President and Consulting Actuary



Malichi S. Waterman, FCA, MAAA, EA
Vice President and Consulting Actuary

City of Hinesville
Benefit Studies
Summary of Results

	<u>Current Plan</u>	<u>Increase Elected Officials Benefit from \$80 to \$100</u>
<u>Current Recommended Contribution</u>		
Recommended Contribution as of January 1, 2022	\$1,091,562	\$1,091,562
Covered Payroll	\$8,830,110	\$8,830,110
% of Covered Payroll	12.13%	12.13%
<u>Impact of Benefit Improvement</u>		
Cost of Benefit Improvement	--	\$14,764
% of Covered Payroll	--	0.17%
<u>Total Plan Cost of Benefit Improvement</u>		
\$ Amount (Recommended Contribution + Cost of Benefit Improvement)	--	\$1,106,326
% of Covered Payroll	--	12.30%
<u>Funding Elements</u>		
Mid-year Normal Cost with Expenses	\$541,147	\$547,665
Actuarial Value of Assets	\$23,141,488	\$23,141,488
Actuarial Accrued Liability	\$26,818,583	\$26,900,658
Unfunded Actuarial Accrued Liability	\$3,677,095	\$3,759,170
Funded Ratio on Actuarial Value of Assets	86.29%	86.03%
Market Value of Assets	\$27,026,288	\$27,026,288
Funded Ratio on Market Value of Assets	100.77%	100.47%

Fiscal year begins November 1, 2022.



City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023
Agenda Item: Proposed Street Renaming Process
Prepared by: Christy Deloach
Presented by: Kenneth Howard

PURPOSE: To Present for Mayor and Council Consideration, the Proposed Street Renaming Process.

BACKGROUND: Previous discussion was held at the August 17, 2023 City Council Meeting.

FUNDING: None

RECOMMENDATION:

ATTACHMENTS:

1. Proposed Renaming Ordinance
2. Street Renaming Application

PREVIOUS COUNCIL DISCUSSION: August 17, 2023

AN ORDINANCE BY THE CITY OF HINESVILLE TO AMEND THE CODE OF ORDINANCES OF HINESVILLE, GEORGIA, TO ESTABLISH PROTOCOL AND PROCEDURES BY WHICH EXISTING STREETS OR PUBLIC PLACES WITHIN THE CITY OF HINESVILLE MAY BE RENAMED IN HONOR OF DESERVING INDIVIDUALS, BUSINESSES OR ORGANIZATIONS

WHEREAS, the City of Hinesville has the responsibility to provide for the health, safety, and welfare of the citizens of the City; and

WHEREAS, the proper naming of a street contributes to the health, safety, and welfare of the citizens by making sure that any necessary emergency response is properly made; and

WHEREAS, the first read of this ordinance occurred on XXXXXXXXXXXX and a second read of this ordinance occurred on XXXXXXXXXXXX.

NOW THEREFORE, THE MAYOR AND CITY COUNCIL OF THE CITY OF HINESVILLE HEREBY ORDAIN AS FOLLOWS:

ARTICLE E. – NAMING AND RENAMING OF PUBLIC PROPERTY, FACILITIES AND STREETS.

Section 4-1100. - General policy.

As a general policy, the Mayor and City Council find that public property should be named after its principal function, location, or historical reference; however, significant community events, organizations or well-known persons with important contributions to the community, state or nation may deserve public recognition, which may occur by way of naming or renaming public rights-of-way or facilities.

Section 4-1101- Naming criteria and requirements.

- (a) Naming or renaming of a public right-of-way or facility shall occur only when the proposed naming or renaming satisfied at least one of the following criteria:
 - (1) It honors and commemorates a noteworthy person associated with the City of Hinesville, the State of Georgia or the United States of America;
 - (2) It commemorates local history, places, events or culture;
 - (3) It will strengthen neighborhood identity; or
- (b) The following shall not be considered for purposes of naming or renaming:
 - (1) Persons that resided in the City of Hinesville for less than 5 years, other than prominent national figures;
 - (2) Names assigned to existing public property within the City or unincorporated Liberty County where duplication of the name is likely to lead to confusion.

(c) Naming requests shall consider:

- (1) The number of residents and businesses directly affected;
- (2) Community diversity;
- (3) The historical significance of preexisting name or location;
- (4) The appropriateness and compatibility of the request in relation to the existing area;
- (5) The impact on emergency service delivery; and
- (6) Continuity and stability.

(d) Requests to name a public right-of-way or facility in honor of a natural person should also consider the following:

- (1) Absent extraordinary or extenuating circumstances, the proposed honoree shall be deceased;
- (2) Whether the proposed namesake made a sustained contribution over an appreciable time period, exerted efforts of benefit or significance to local, state or national affairs and/or demonstrated leadership in governmental, cultural or historical affairs, humanitarian efforts, or community development;
- (3) Contributions that beneficially changed the nature and characteristics of the community; and
- (4) Achievement by a native Hinesvillian of national or international acclaim in a specific field of endeavor that has reflected positively on Hinesville.

Section 4-1102 – Renaming of public property, facilities or streets.

(a) All requests to rename public property shall be made in writing and directed to the attention of the City Manager. Such requests shall include:

(1) In the instance of a street or roadway:

- A. A supporting petition signed by not less than 60 percent of all property owners abutting the public right-of-way;
- B. The present official name of the street;
- C. The proposed new name;
- D. The specific location of the street or roadway;
- E. The name, address and telephone number of the person requesting the name change;
- F. A statement of reasons supporting the renaming request;
- G. A thorough discussion regarding the history of the right-of-way, including all prior names associated therewith; and

(2) In the instance of a park, playground, trail, recreational area or space:

- A. A supporting petition signed by not less than 60 percent of all property owners abutting the subject property;
- B. The present official name of the property;
- C. The proposed new name;
- D. The specific location of the property;

- E. The name, address and telephone number of the person requesting the name change;
- F. A statement of reasons supporting the renaming request;
- G. A thorough discussion regarding the history of the property, including all prior names associated therewith; and

(3) In the instance of a building, structure or facility:

- A. A supporting petition signed by not less than 60 percent of all property owners abutting the subject property;
- B. The present official name of the building, structure or facility;
- C. The proposed new name;
- D. The specific location of the property;
- E. The name, address and telephone number of the person requesting the name change;
- F. A statement of reasons supporting the renaming request;
- G. A thorough discussion regarding the history of the building, structure or facility, including all prior names associated therewith; and

(4) In the instance of all other public property:

- A. A supporting petition signed by not less than 60 percent of all property owners abutting the subject property;
- B. The present official name of the property;
- C. The proposed new name;
- D. The specific location of the property;
- E. The name, address and telephone number of the person requesting the name change;
- F. A statement of reasons supporting the renaming request;
- G. A thorough discussion regarding the history of the property, including all prior names associated therewith; and

(5) Absent exigent circumstances (as determined by the City of Hinesville in its absolute discretion), no petition to change the name of an existing public roadway will be considered if:

- A. The name of said roadway has been changed within the previous 120 months;
- Or
- B. If a petition to change the name of said roadway has been denied by the city council within the previous 120 months.

Section 4-1103. - Naming new facilities or public property.

- (a) All requests to name newly acquired, created or previously unnamed public property shall be made in writing and directed to the attention of the City Manager. Such requests shall include:

- (1) The precise location and description of the subject property;
 - (2) A thorough discussion regarding the history of the property or surrounding area, as may be applicable;
 - (3) The name, address and contact information of the requestor; and
 - (4) An endorsement by the current Mayor and Councilmember representing the district in which the property is located.
- (b) Upon receipt of a property naming request submitted pursuant to this section, the City Manager shall submit the request to the Department of Inspections. The Director shall consider the requirements of this Article and submit a recommendation to the City Manager for presentation to the Mayor and Councilmembers no later than 120 days after receipt of the request. Recommendations are subject to approval by City Council.
- (c) Absent exigent circumstances (as determined by the City of Hinesville in its absolute discretion), no petition to change the name of an existing public roadway will be considered if:
- (1) The name of said roadway has been changed within the previous 120 months;
 - Or
 - (2) If a petition to change the name of said roadway has been denied by the city council within the previous 120 months.

Section 4-1104. – Naming Dedication Ceremony

An applicant may request a dedication ceremony at the time application is made to the City Manager. The City Manager, or his designee, shall be responsible for scheduling such ceremony.

Section 4-1105. – Donations and Gifts

A donation or gift of land, goods, funding, equipment or other items may constitute a basis upon which to name or rename public property. The donation or gift shall be documented and recorded by the Clerk of Council.

Section 4-1106. - Notification of street name changes; publishing and posting of notices.

When the name of a street permanently has been changed pursuant to this Article, the public works administrator shall notify utility companies and interested state and local agencies of the street name change. Notifications may encompass more than one renaming event and may be provided by publication in a newspaper of general circulation.

In addition to the foregoing factors to be considered by the Mayor and City Council in changing the name of an existing street, the Mayor and City Council shall also be authorized to consider any and all other relevant factors that the Mayor and City Council deems appropriate in making a street naming decision.

Section 4-1107. - Prohibitions.

Nothing herein shall be construed to prohibit or interfere with the right of the State of Georgia or the Georgia Department of Transportation to name or dedicate roads or streets under their respective ownership or jurisdiction in such manner as they may be authorized to do in accordance with Georgia law or regulations promulgated thereunder.

Section 4-1108. - Discontinuance.

The City retains the right to reject, discontinue or abandon any naming that occurred pursuant to this Article when deemed in the best interests of the health, safety and welfare of its residents and visitors.

DRAFT



PUBLIC PROPERTY NAMING APPLICATION AND GUIDELINE

This application allows for the public to propose a name or to rename public property provided all the requirements outlined in Article E. Section XXXXXXXX are met.

CRITERIA

All public property names should meet one of the following criteria:

- To honor and commemorate noteworthy persons associated with the City of Hinesville, Liberty County, State of Georgia, or the United States of America;
- To commemorate local history, places, events or culture; or
- To strengthen neighborhood identity.

RESTRICTIONS

- Persons that resided in the City of Hinesville for less than 5 years, other than prominent national figures;
- Names assigned to existing public property within the City or unincorporated Liberty County where duplication of the name is likely to lead to confusion; and

CONSIDERATIONS

Naming requests shall take into account:

- The number of residents and businesses directly affected;
- Community diversity;
- The historical significance of preexisting name or location;
- The appropriateness and compatibility of the request in relation to the existing area;
- The impact on emergency service delivery; and
- Continuity and stability.

NATURAL PERSON NAMING REQUEST

Requests should consider the following;

- Absent extraordinary or extenuating circumstances, the proposed honoree for permanent naming shall be deceased;
- Whether the proposed namesake made a sustained contribution over an appreciable time period, exerted efforts of benefit or significance to local, state or national affairs and/or demonstrated leadership in governmental, cultural or historical affairs, humanitarian efforts, or community development;
- Contributions that beneficially changed the nature and characteristics of the community; and
- Achievement by a native Hinesvillian of national or international acclaim in a specific field of endeavor that has reflected positively on Hinesville.



APPLICANT INFORMATION

Name: _____ Phone Number: _____

Address: _____

Email: _____

REQUEST TYPE

- ☐ Newly Acquired or Created Public Property or Previously Unnamed
- ☐ Public Property Remaining Request

PROPERTY TYPE

- ☐ Park, Playground, Trail, or Recreation Space
- ☐ Building or Facility
- ☐ Street or Roadway
- ☐ Other Public Property

PROPERTY LOCATION

COUNCIL DISTRICT: 1 2 3 4 5

PRESENT PROPERTY NAME: _____

PROPOSED NAME: _____



REQUIREMENT CHECKLIST FOR NAMING REQUEST

(Check each item to verify that all requirements are included along with this application according to requested property type.)

Street or Roadway

- ☐ The present official name of the street and proposed new name
- ☐ The specific location of the street or roadway
- ☐ A statement of reasons supporting the renaming request
- ☐ A thorough discussion regarding the history of the right-of-way, including all prior names
- ☐ A supporting petition signed by not less than 60 percent of all property owners abutting the public right-of-way

Park, playground, trail or recreation space

- ☐ The present official name of the park, playground, trail or recreation space and proposed new name
- ☐ The specific location of the property
- ☐ A statement of reasons supporting the renaming request
- ☐ A thorough discussion regarding the history of the park, playground, trail or recreation space, including all prior names
- ☐ A supporting petition signed by not less than 60 percent of all property owners abutting the park, playground, trail or recreation space

Building or Facility

- ☐ The present official name of the building, structure or facility
- ☐ The proposed new name
- ☐ The specific location of the property;
- ☐ A statement of reasons supporting the renaming request;
- ☐ A thorough discussion regarding the history of the building, structure or facility

All completed applications must be submitted for processing to the City Manager's Office located at 115 East M. L. King, Jr. Drive, Hinesville, GA 31313.

Upon approval, the City Manager will present the application for an endorsement by the current Mayor and Councilmember(s) representing the district(s) in which the right-of-way or property is affected. In the absence of an endorsement, the application will be voided.



City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023
Agenda Item: Monthly City Construction Projects Update
Prepared by: Christy Deloach
Presented by: Ryan Arnold

PURPOSE: Update of City Construction Projects.

BACKGROUND: None

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. Construction Updates 9.07.23

PREVIOUS COUNCIL DISCUSSION:

A construction site in the background with a white hard hat and blueprints in the foreground.

Construction Project Updates

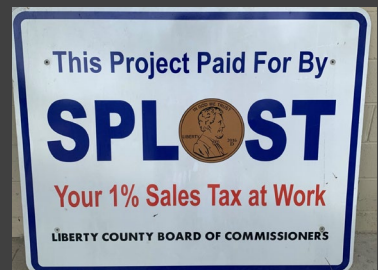
Ryan Arnold, Assistant City Manager

09.07.23

Page 64 of 154



HFD ADMINISTRATION



**Current
Status:**

Abatement
Complete

**Two weeks
look ahead:**

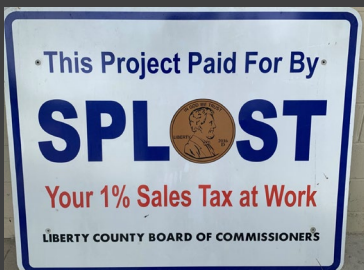
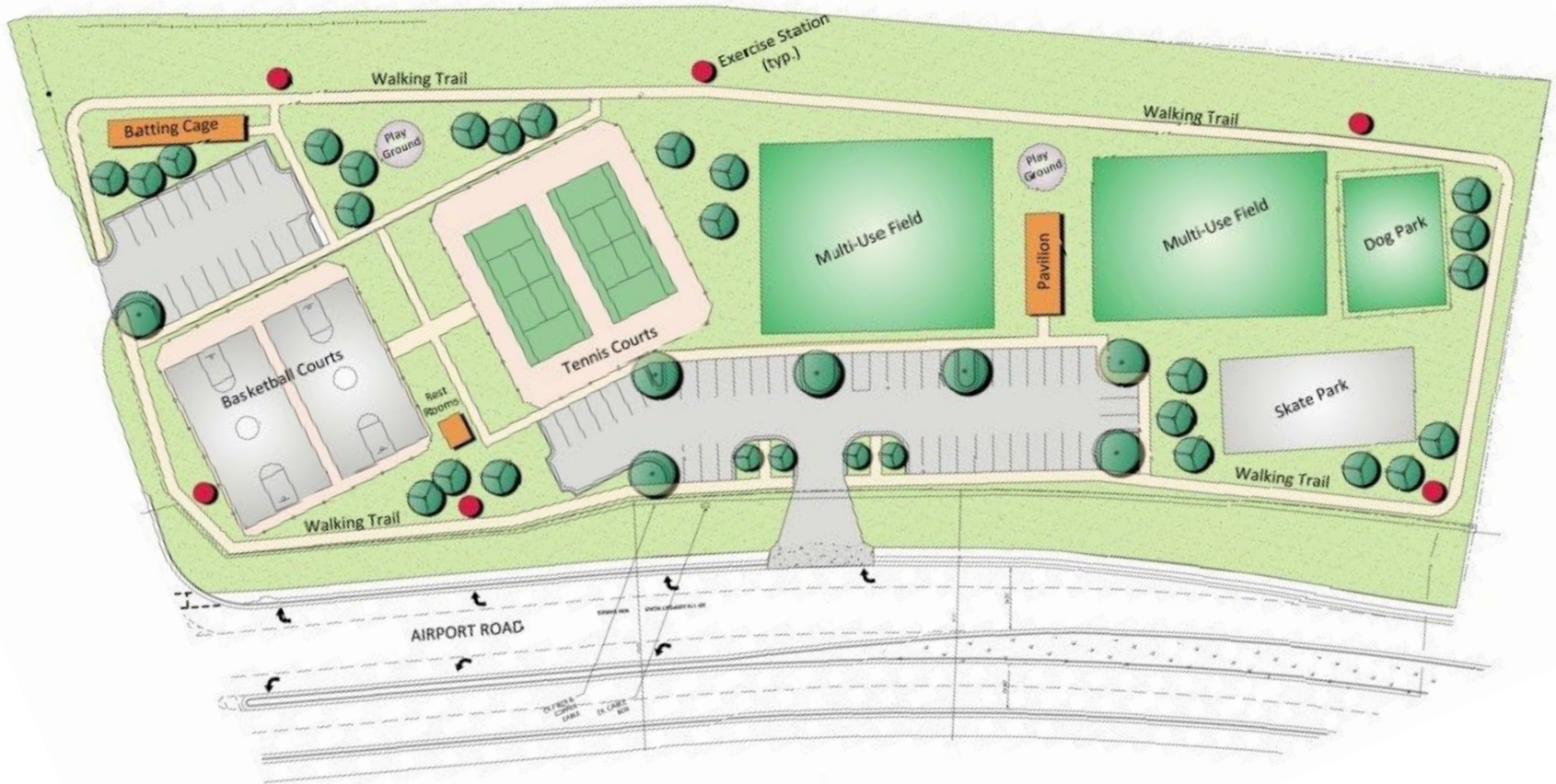
Demolition

**Delays with
project:**

**Anticipated
completion
date:**

Winter 2024





Krebs Park

Current Status:

Site Work/
Concrete
Forming

Two-Week Look Ahead:

Slab Pour

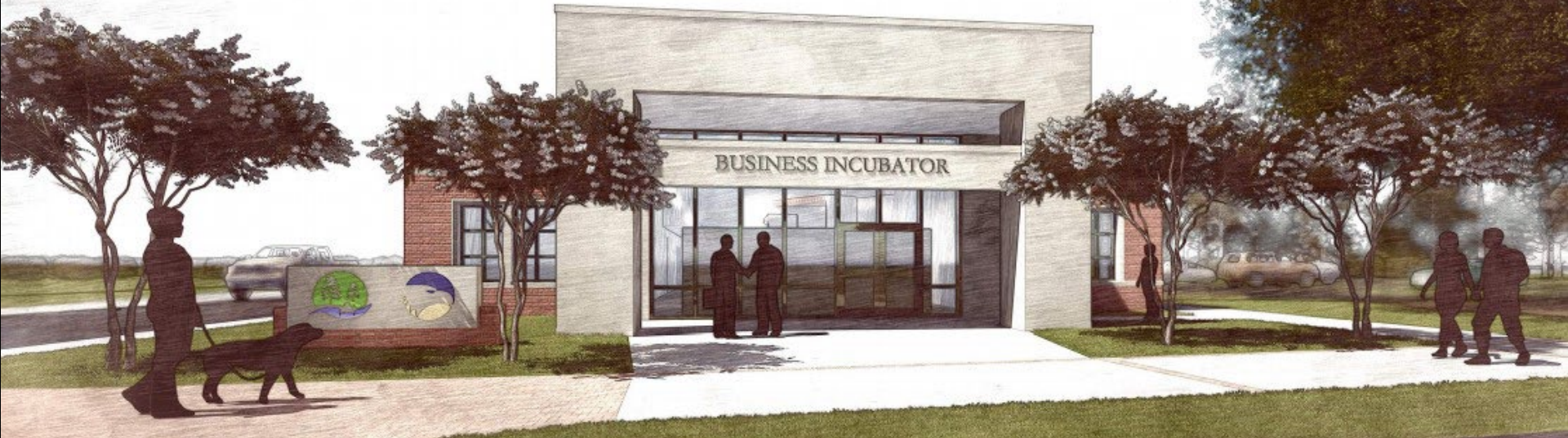
Delays with project:

Anticipated completion date:

Spring 2024







Small Business Incubator



Current Status:

- **Delays with project:**

12-month delay in receiving rooftop HVAC units. On April 10, 2023 contractor received notice that the remaining units would not be received until June 6, 2023 due to component shortages and the manufacture retooling production to meet 2023 energy standards.

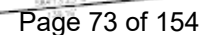
- Building is materially Complete pending punch list items, final inspections, and signage.
- Pending G.S.U. FFE and Lease Agreement





Housing Projects

Draft Site Plan



II. Owner-Occupied Rehabilitation

- May 19, 2023: Contractor bids due
 - no bids were received
- July 2023 Project Re-bid
 - 1 bid was received, under evaluation
- September 7, 2023:
 - Negotiated bid presented to Council





City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023
Agenda Item: Annexation Ordinance 2023-05
Prepared by: Lori Parks
Presented by: Jeff Ricketson

PURPOSE: The annexation petition was submitted by Newbridge Residential Parks LLC to annex 13.92 acres, more or less, for a future development consisting of townhomes and apartments, with a maximum of 16 units per acre. Property is located on Live Oak Church Road and Guyett Road. The current zoning is SFMH (Single-Family Manufactured Home) and MHP (Manufacture Home Park) and a proposed zoning to PUD (Planned Unit Development) further described as LCTM Parcels 036001, 036004, 036005 and 036006.

BACKGROUND:

FUNDING: N/A

RECOMMENDATION: N/A

ATTACHMENTS:

1. 2022-230 boundary exhibit 11x17

PREVIOUS COUNCIL DISCUSSION:



City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023
Agenda Item: Conditional Use 2023-051-H
Prepared by: Lori Parks
Presented by: Jeff Ricketson

PURPOSE: A conditional use request was submitted by Miguel Martinez to operate an automotive repair shop at 325 W. Memorial Drive in Hinesville, property is further described as LCTM Parcel 055C152 and 055C153.

BACKGROUND: On July 8, 2022 the City of Hinesville Council DISAPPROVED this special use permit and advised Mr. Martinez to reapply in one year.

FUNDING: N/A

RECOMMENDATION: August 15, 2023. LCPC Commissioners recommended APPROVAL with standard and special conditions. Special conditions are no outdoor storage of tires, junk parts or supplies. Provide a site layout for parking lot for review and approval.

ATTACHMENTS:

1. Conditional Use 2023-051-H

PREVIOUS COUNCIL DISCUSSION:

Conditional Use 2023-051-H

A conditional use request was submitted by Miguel Martinez to operate an automotive repair shop at 325 West Memorial Drive in Hinesville, property is further described as LCTM Parcels 055C152 and 055C153.

Public Notification

AS PUBLIC HEARINGS

Conditional Use 2023-051-H

A conditional use request was submitted by Miguel Martinez to operate an automotive repair shop at 325 West Memorial Drive in Hinesville, property is further described as LCTM Parcels 055C152 and 055C153. Property is bounded now or formerly as follows: **NORTH** by West Memorial Drive; **EAST** by lands of J & J Rentals & Properties LLC and Mavis and Kenneth Howard; **SOUTH** by lands of Winston Pittman Jr.; **WEST** by lands of Cowabunga Four LLC and Memorial CVN LLC.

Rezoning Petition 2023-052-R

A rezoning petition was submitted by LeRon Frasier to rezone 4.76 acres +/- from AR-1 (Agricultural Residential) to C-3 (Highway Commercial) for commercial purposes. Property is located on South Coastal Highway in Riceboro and is further described as LCTM Parcel 219C014. Property is bounded now or formerly as follows: **NORTH** by South Coastal Highway; **EAST** by lands of Rudolph Jerry Martin; **SOUTH** by lands of Rudolph Jerry Martin and Julie Louisa Martin; and **WEST** by lands of Julie Louisa Martin and Tommy Sr. and Lela Williams.

Rezoning Petition 2023-053-H

A rezoning petition was submitted by Billie Floyd to rezone 2.72 acres +/- from R-12 (Single-Family Residential-12) to R-8 (Single-Family Residential-8) for four residential lots. Property is located at 714 North Main Street in Hinesville and is further described as LCTM Parcels 055B121 and 055B122. Properties are bounded now or formerly as follows: **NORTH** by lands of POS Holdings LLC and Heather M. Kirkland; **EAST** by Truman Street and lands of David Floyd and Billie Floyd; **SOUTH** by lands of Neal Spurlin; **WEST** by North Main Street.

Rezoning Petition 2023-054-H

A rezoning petition was submitted by Nancy O'Neal to rezone 5.8 acre +/- from C-3 (Highway Commercial) to MFR (Multi-Family Residential) at 910 W Oglethorpe Highway to downzone the property. Property is located at 910 West Oglethorpe Highway in Hinesville and is further described as LCTM Parcel 059A193. Property is bounded now or formerly as follows: **NORTH** by Flowers Drive; **EAST** by lands of Linda Spellman, Jeffery Whitehorn, # Grass, Kimberly Payne, Barry and Yong Dorris; **SOUTH** by lands of Benjamin and Seavy O'Neal; **WEST** by West Oglethorpe Highway.

Rezoning Petition 2023-056-LC

A rezoning petition was submitted by Johnathon Clark to rezone 0.5 acres +/- from R-8 (Single-Family Residential-8) to MFR (Multi-Family Residential) for a four-unit quadruplex building. Property is located at 9081 East Oglethorpe Highway in unincorporated Liberty County and is further described as LCTM Parcel 161D061 (portion thereof). Property is bounded now or formerly as follows: **NORTH** by East Oglethorpe Highway; **EAST** by lands of Joyce Lorraine Hood; **SOUTH** by lands of Morrison Lawrence Estate; **WEST** by lands of Lillie B. Beckett.

Rezoning Petition 2023-057-LC

A rezoning petition was submitted by BIG Coastal Saltwater Investments, LLC to rezone 3.75 acres +/- from C-2 (General Commercial) to C-3 (Highway Commercial) for boat storage. Property is located at the intersection of Trade Hill Road and Islands Highway in unincorporated Liberty County and is further described as LCTM Parcel 306085. Property is bounded now or formerly as follows: **NORTH** by lands of Evelyn Richardson, Jimmie Greene, Daniel Wedincamp, and David Boulineau; **EAST** by lands of Elisha Tate; **SOUTH** by Islands Highway and Trade Hill Road; **WEST** by lands of Mary Ellen Wood.

Rezoning Petition 2023-058-H & FL

A rezoning petition was submitted by M.E. Sack Engineering, on behalf of SIMCOE Investments, LLC (agent for owner), to rezone 38.39 acres +/- from R-12 (Single-Family Residential-12) to MFR (Multi-Family Residential) for townhomes. Property is located on Old Sunbury Road in Hinesville and is further described as LCTM Parcels 068002, 068005, 068006, 068010, 068011, 068012 and 068013. Property is bounded now or formerly as follows: **NORTH** by lands of Fort Stewart Military Reservation and Midway Presbyterian Church; **EAST** by lands of Kasey and Hope Kestenbaum, Stephanie and Melissa Sanders, Wyanda and Frank Bush, Chi Zhang and Qin Gou Yu, William Eugene Pritchard Jr., William and Krysten Burch, Miranda Jennifer Lipow, Janice Bouda, and Conja Evans and Rhodes Wiley; **SOUTH** by lands of Floyd Real Estate Holdings LP, Adam Freeman, Flemington Presbyterian Church, Adam and Amanda Taylor, Eliza Janica, Anthony and Janice Broccoli, Gregory Hoffman; **WEST** by lands of Thomas Carter and Old Sunbury Road separates the property running north to south.

Conditional Use 2023-059-LC

A conditional use request submitted by Clay Sikes Family, LLC for a borrow pit. Property is located off Islands Highway in unincorporated Liberty County and is further described as LCTM Parcel 363005. Property is bounded now or formerly as follows: **NORTH** by Islands Highway; **EAST** by Maxwellton Road and lands of Trevor Sikes and Sunbury Services LLC; **SOUTH** by lands of Stephen Sikes and Robert Sikes; **WEST** by lands

Variance Request 2023-060-H

A variance request was submitted by the Liberty County Board of Commissioners to reduce the front setback to 25 feet as opposed to 35 feet required on a collector street. Property is located at 474 South Main Street in Hinesville and is further described as LCTM Parcel 057A105. Property is bounded now or formerly as follows: **NORTH** by lands of Fog Ventures; **EAST** by lands of Hinesville Center LLC; **SOUTH** by lands of Hinesville Center LLC; **WEST** by South Main Street.

Rezoning Petition 2023-061-LC

A rezoning petition was submitted by Newbridge Residential Parks LLC to rezone 13.92 acres +/- from SFMH (Single-Family Manufactured Home) and MHP (Manufactured Home Park) to PUD (Planned Unit Development) for townhomes and apartments, with a maximum of 16 units per acre. Property is located on Live Oak Church Road in unincorporated Liberty County and is further described as LCTM Parcels 036001, 036003, 036004, 036005 and 036006. Property is bounded now or formerly as follows: **NORTH** by lands of Erika G. Hart and John E. Kennedy; **EAST** by lands of Dryden Enterprises Inc.; **SOUTH** by lands of Markendy and Alexandra Esting, Andre J. Mincy Jr. and Olivia Lekiani Owens, Ronald A. Gordon, Anthony and Kimberly Soto, Cheslie Williams and Eric Tackeberry, Dryden Enterprises Inc., Elizabeth Lozada, Sarah Jocelyn Walker, Erica V. Duren, Thao V. Duong and Nham Hng, Centura Wheelous, Ron J. Reisdor, and Kevin and Stephanie Robinson; **WEST** by Live Oak Church Road and lands of The Waters Group LLC.

Public Hearings

The Liberty Consolidated Planning Commission will hold a public meeting **August 15, 2023, at 4:30 p.m.**, at the Liberty County Courthouse Annex, 112 North Main Street, 2nd floor, in Hinesville. **Public Hearings to be held by the Applicable Governing Authority:**

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6:00 p.m. - Riceboro Mayor and Council will meet at Riceboro City Hall, 4614 South Coastal Highway, Riceboro.

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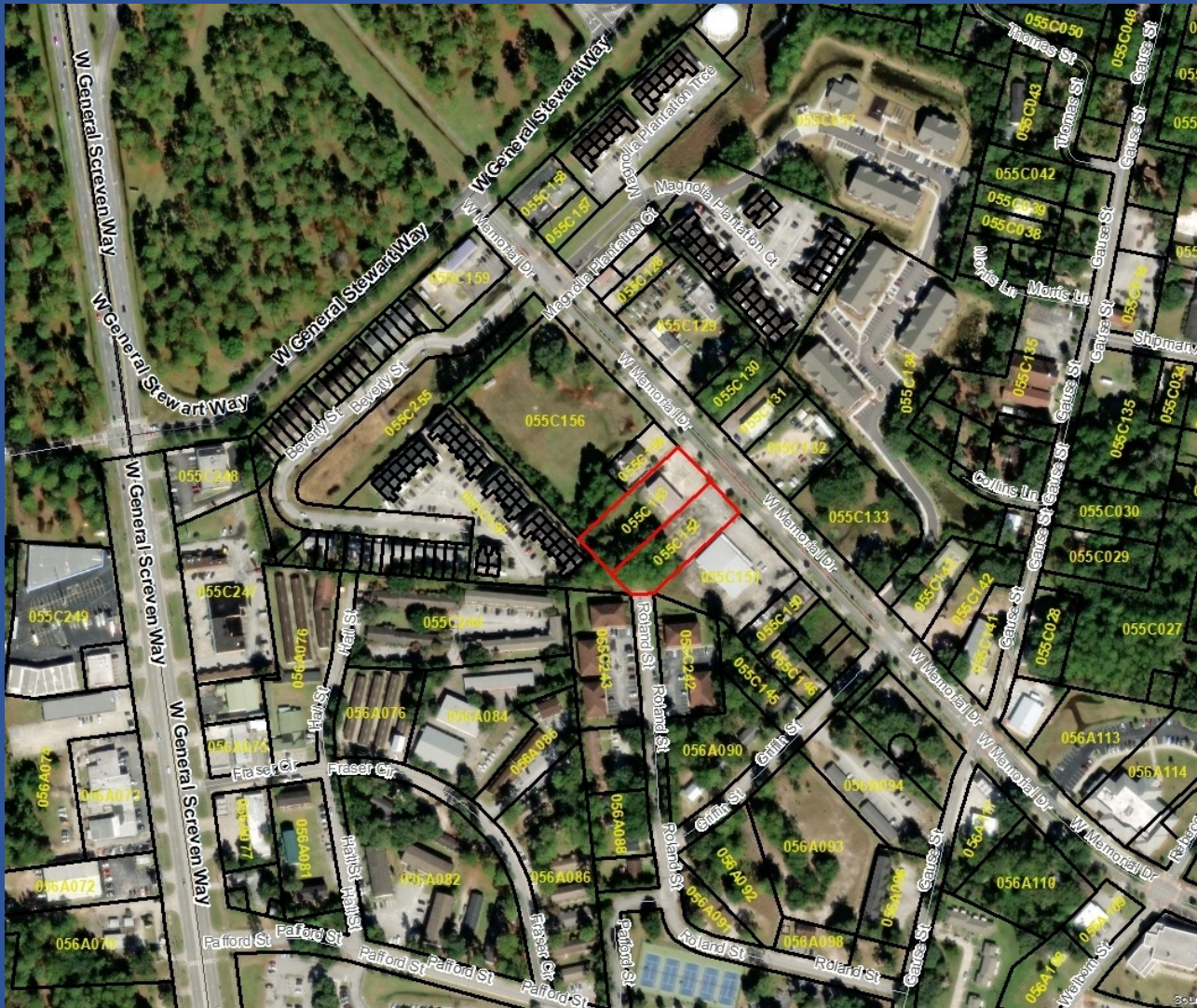
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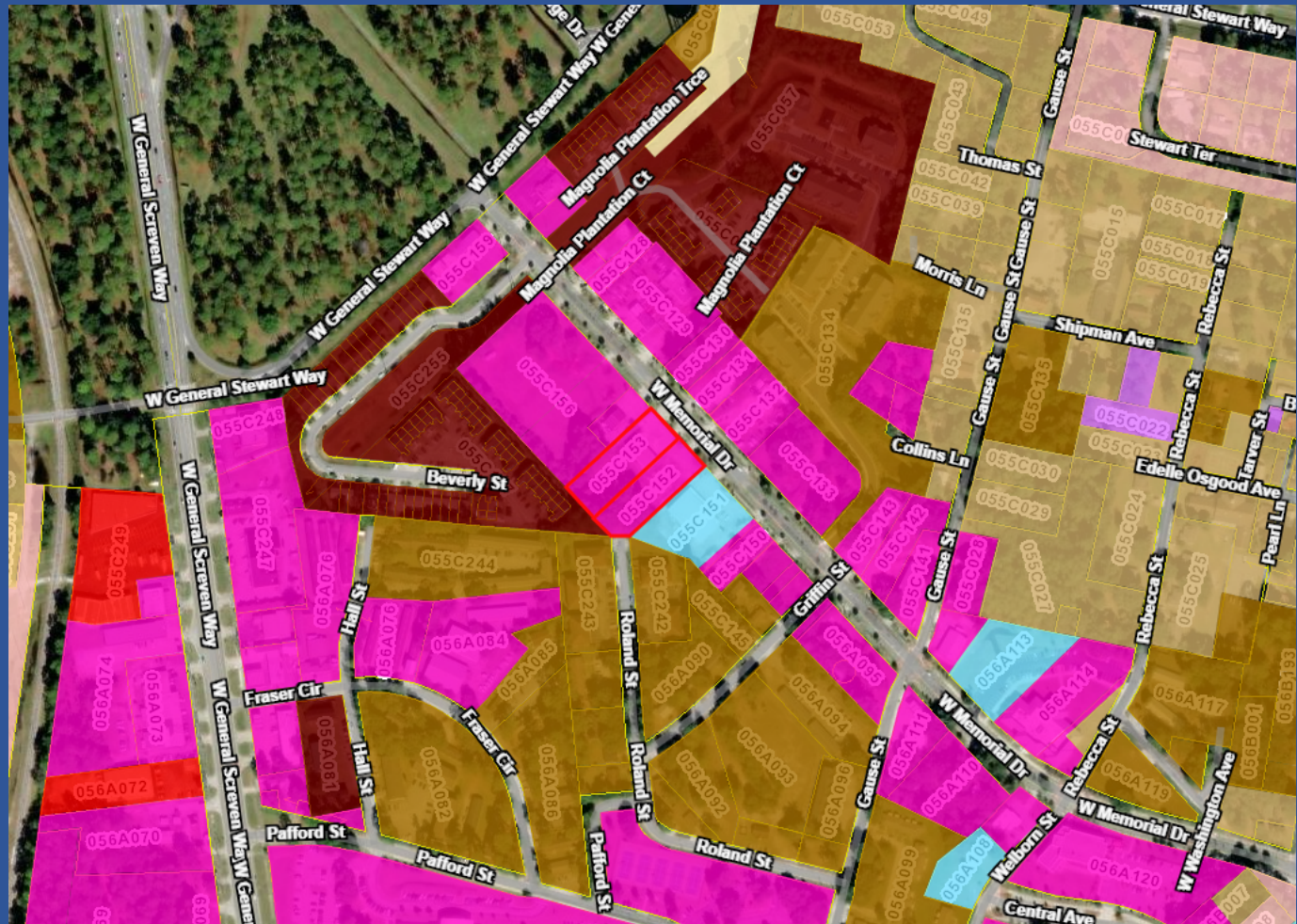
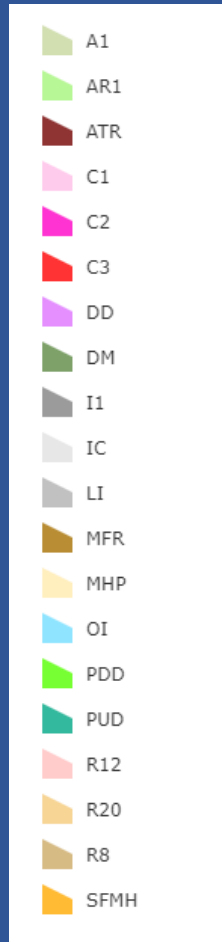
4:30 p.m. - Flemington Mayor and Council will meet at Flemington City Hall, 156 Old Sunbury Road, Flemington. LG45892 7/27/2023



Vicinity Map



Zoning Map



Narrative

Applicant submitted a conditional use request for “Automotive repair: lube, alignment, tuning, wheel balance, and maintenance.”

Conditions for Granting this Conditional Use:

1. The use shall not adversely affect the economic values or the physical appearance of the neighborhood or areas surrounding the site or lot in question.
 - *No.*
2. The use shall be consistent with the comprehensive plan, and with the purpose and intent of the land use district.
 - *Yes.*
3. The establishment, maintenance, or operation of the use shall not be detrimental to or endanger the public health, safety or general welfare.
 - *It will not.*

Conditions for Granting this Conditional Use:

4. The use will not create an undue burden on transportation, including streets and transit, schools, utilities, or the provisions of public safety.
 - *No.*
5. The design shall minimize adverse physical and environmental effects on adjacent properties, including adverse visual impacts. Buffer zones, where necessary to shield any adverse factors, shall be considered.
 - *Existing rear buffer shall be maintained.*
6. Additional space for parking, landscaping, and adequate measures for ingress and egress shall be considered if necessary to protect adjacent structures or lots from any adverse impact.
 - *None noted.*

LCPC Recommendation

Approval

Conditional Use 2023-051-H

Conditions

Standard and Special

Standard Conditions

1. The applicant must obtain all required local, state and federal licenses and permits prior to commencement of any construction.
2. All plans, documents, materials, and statements contained or implied in this application are considered a condition of this action.
3. No change or deviation from the conditions of approval are allowed without prior notification and approval of the Director of the LCPC or the Planning Commission, and the approving governmental authority.

Special Conditions

1. No outdoor storage of tires, junk parts or supplies.
2. Provide site layout for parking lot for review and approval.

LCPC Recommendation

Approval

Conditional Use 2023-051-H

Conditions

Standard and Special





City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023
Agenda Item: Rezoning Petition 2023-053-H
Prepared by: Lori Parks
Presented by: Jeff Ricketson

PURPOSE: A rezoning petition was submitted by Billie Floyd to rezone 2.72 acres from R-12 (Single-Family Residential-12) to R-8 (Single-Family Residential-8) for four residential lots. The property is located at 714 North Main Street in Hinesville and is further described as LCTM Parcels 055B121 and 055B122.

BACKGROUND:

FUNDING: N/A

RECOMMENDATION: August 15, 2023. LCPC Commissioners recommended APPROVAL with standard conditions.

ATTACHMENTS:

1. Rezoning Petition 2023-053-H

PREVIOUS COUNCIL DISCUSSION:

Rezoning Petition 2023-053-H

A rezoning petition was submitted by Billie Floyd to rezone 2.72 acres +/- from R-12 (Single-Family Residential-12) to R-8 (Single-Family Residential-8) for four residential lots. Property is located at 714 North Main Street in Hinesville and is further described as LCTM Parcels 055B121 and 055B122.

Public Notification

Public Hearings

Conditional Use 2023-051-H

A conditional use request was submitted by Miguel Martinez to operate an automotive repair shop at 325 West Memorial Drive in Hinesville, property is further described as LCTM Parcels 055C152 and 055C153. Property is bounded now or formerly as follows: **NORTH** by West Memorial Drive; **EAST** by lands of J & J Rentals & Properties LLC and Mavis and Kenneth Howard; **SOUTH** by lands of Winston Pittman Jr.; **WEST** by lands of Cowabunga Four LLC and Memorial CVN LLC.

Rezoning Petition 2023-052-R

A rezoning petition was submitted by Leifon Frasier to rezone 4.76 acres +/- from A-B-1 (Agricultural Residential) to C-3 (Highway Commercial) for commercial purposes. Property is located on South Coastal Highway in Riceboro and is further described as LCTM Parcel 219C014. Property is bounded now or formerly as follows: **NORTH** by South Coastal Highway; **EAST** by lands of Rudolph Jerry Martin; **SOUTH** by lands of Rudolph Jerry Martin and Julie Louisa Martin; and **WEST** by lands of Julie Louisa Martin and Tommy Se; and Lela Williams.

Rezoning Petition 2023-053-H

A rezoning petition was submitted by Billie Floyd to rezone 2.72 acres +/- from R-12 (Single-Family Residential-12) to R-8 (Single-Family Residential-8) for four residential lots. Property is located at 714 North Main Street in Hinesville and is further described as LCTM Parcels 055B121 and 055B122. Properties are bounded now or formerly as follows: **NORTH** by lands of POG Holdings LLC and Heather M. Kirkland; **EAST** by Truman Street and lands of David Floyd and Billie Floyd; **SOUTH** by lands of Neal Spurlin; **WEST** by North Main Street.

Rezoning Petition 2023-054-H

A rezoning petition was submitted by Nancy O'Neal to rezone 5.8 acre +/- from C-3 (Highway Commercial) to MFR (Multi-Family Residential) at 910 W Oglethorpe Highway to downzone the property. Property is located at 910 West Oglethorpe Highway in Hinesville and is further described as LCTM Parcel 059A193. Property is bounded now or formerly as follows: **NORTH** by Flowers Drive; **EAST** by lands of Linda Spellman, Jeffery Whitehorn, Elissa Janica, Anthony and Janice Broccoli, Gregory Hoffman; **WEST** by lands of Thomas Carter and Old Sunbury Road separates the property running north to south.

Conditional Use 2023-059-LC

A conditional use request submitted by Clay Sikes Family, LLC for a borrow pit. Property is located off Islands Highway in unincorporated Liberty County and is further described as LCTM Parcel 363005. Property is bounded now or formerly as follows: **NORTH** by Islands Highway; **EAST** by Maxwellton Road and lands of Theop Sikes and Sunbury Services LLC; **SOUTH** by lands of Stephen Sikes and Robert Sikes; **WEST** by lands

Rezoning Petition 2023-056-LC

A rezoning petition was submitted by Johnathon Clark to rezone 0.5 acres +/- from R-8 (Single-Family Residential-8) to MFR (Multi-Family Residential) for a four-unit quadruplex building. Property is located at 9081 East Oglethorpe Highway in unincorporated Liberty County and is further described as LCTM Parcel 161D061 (portion thereof). Property is bounded now or formerly as follows: **NORTH** by East Oglethorpe Highway; **EAST** by lands of Joyce Loraine Hood; **SOUTH** by lands of Morrison Lawrence Estate; **WEST** by lands of Lillie B. Beckett.

Rezoning Petition 2023-057-LC

A rezoning petition was submitted by EIG Coastal Saltwater Investments, LLC to rezone 3.75 acres +/- from C-2 (General Commercial) to C-3 (Highway Commercial) for boat storage. Property is located at the intersection of Trade Hill Road and Islands Highway in unincorporated Liberty County and is further described as LCTM Parcel 306085. Property is bounded now or formerly as follows: **NORTH** by lands of Evelyn Richardson, Jimmie Coe, Daniel Wedncamp, and David Boulouine; **EAST** by lands of Elnash-Tate; **SOUTH** by lands of Highway and Trade Hill Road; **WEST** by lands of Mary Ellen Wood.

Rezoning Petition 2023-058-H & FL

A rezoning petition was submitted by M.E. Sack Engineering, on behalf of SIMCOE Investments, LLC (agent for owner), to rezone 38.39 acres +/- from R-12 (Single-Family Residential-12) to MFR (Multi-Family Residential) for townhomes. Property is located on Old Sunbury Road in Hinesville and is further described as LCTM Parcels 068002, 068005, 068006, 068010, 068011, 068012 and 068013. Property is bounded now or formerly as follows: **NORTH** by lands of Fort Stewart Military Reservation and Midway Presbyterian Church; **EAST** by lands of Kasey and Hope Kesterbaum, Stephanie and Melissa Sanders, Wyanda and Frank Bush, Chi Zhang and Qin Gou Yu, William Eugene Pritchard Jr., William and Kroydon Burch, Miranda Jennifer Lipow, Janice Boudal, and Corja Evans and Rhodes Wiley; **SOUTH** by lands of Floyd Real Estate Holdings LP; Adam Freeman, Flemington Presbyterian Church, Adam and Amanda Taylor, Eliza Janica, Anthony and Janice Broccoli, Gregory Hoffman; **WEST** by lands of Thomas Carter and Old Sunbury Road separates the property running north to south.

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Variance Request 2023-060-H

A variance request was submitted by the Liberty County Board of Commissioners to reduce the front setback to 25 feet as opposed to 35 feet required on a collector street. Property is located at 474 South Main Street in Hinesville and is further described as LCTM Parcel 057A105. Property is bounded now or formerly as follows: **NORTH** by lands of Fog Ventures; **EAST** by lands of Hinesville Center LLC; **SOUTH** by lands of Hinesville Center LLC; **WEST** by South Main Street.

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Public Hearings

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Tuesday, September 5, 2023,

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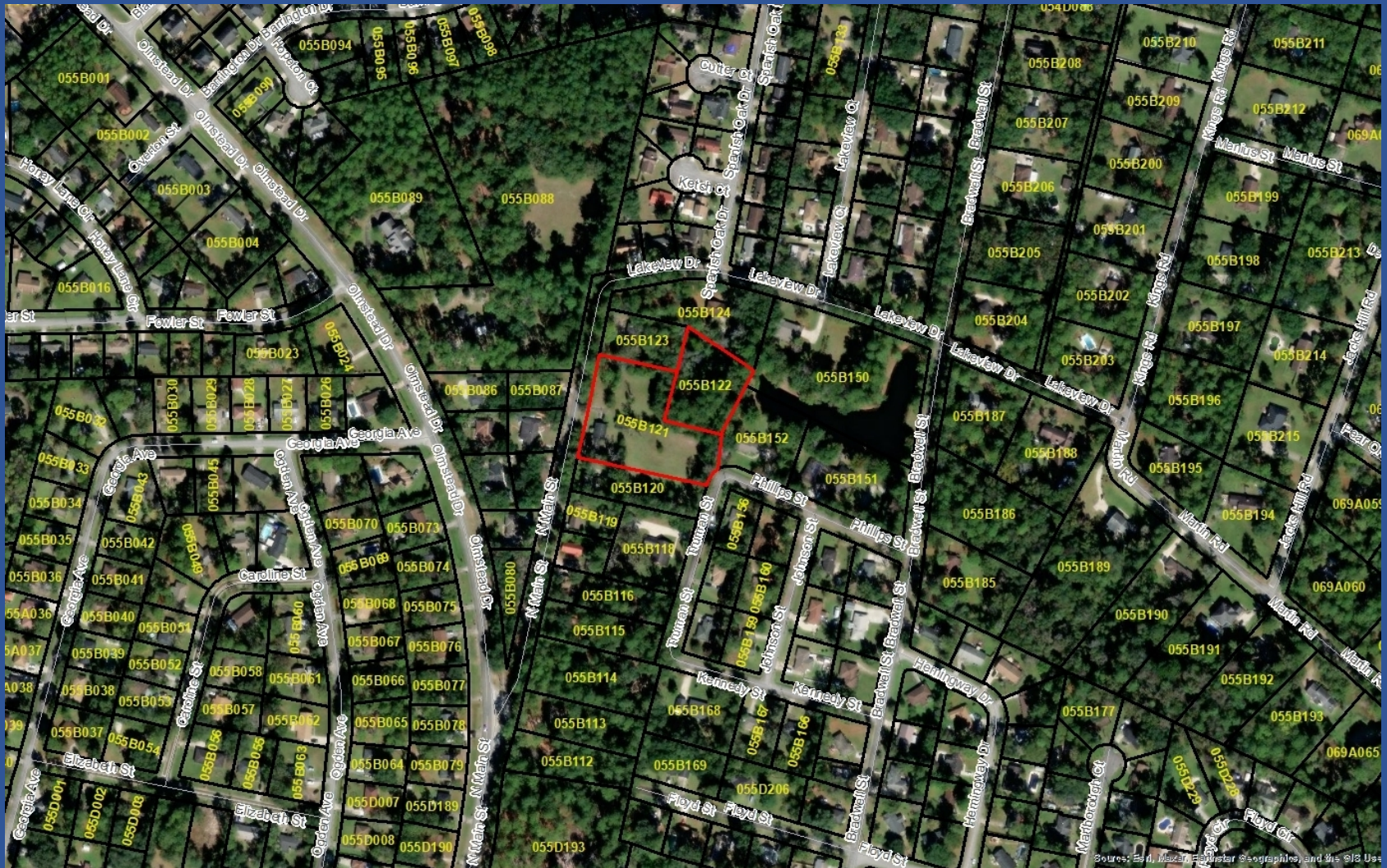
Tuesday, September 12,

2023, 4:30 p.m. - Flemington Mayor and Council will meet at Flemington City Hall, 156 Old Sunbury Road, Flemington.

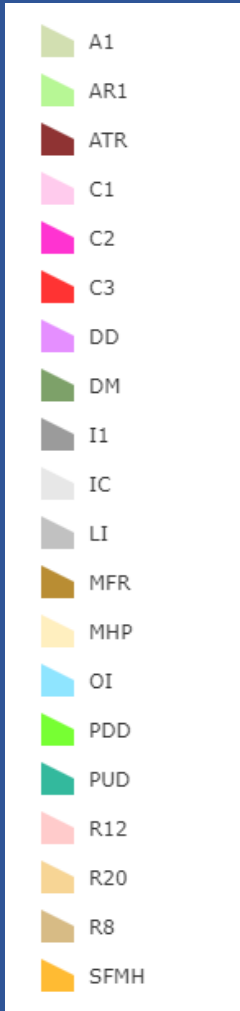
LC45692 7/27/2023



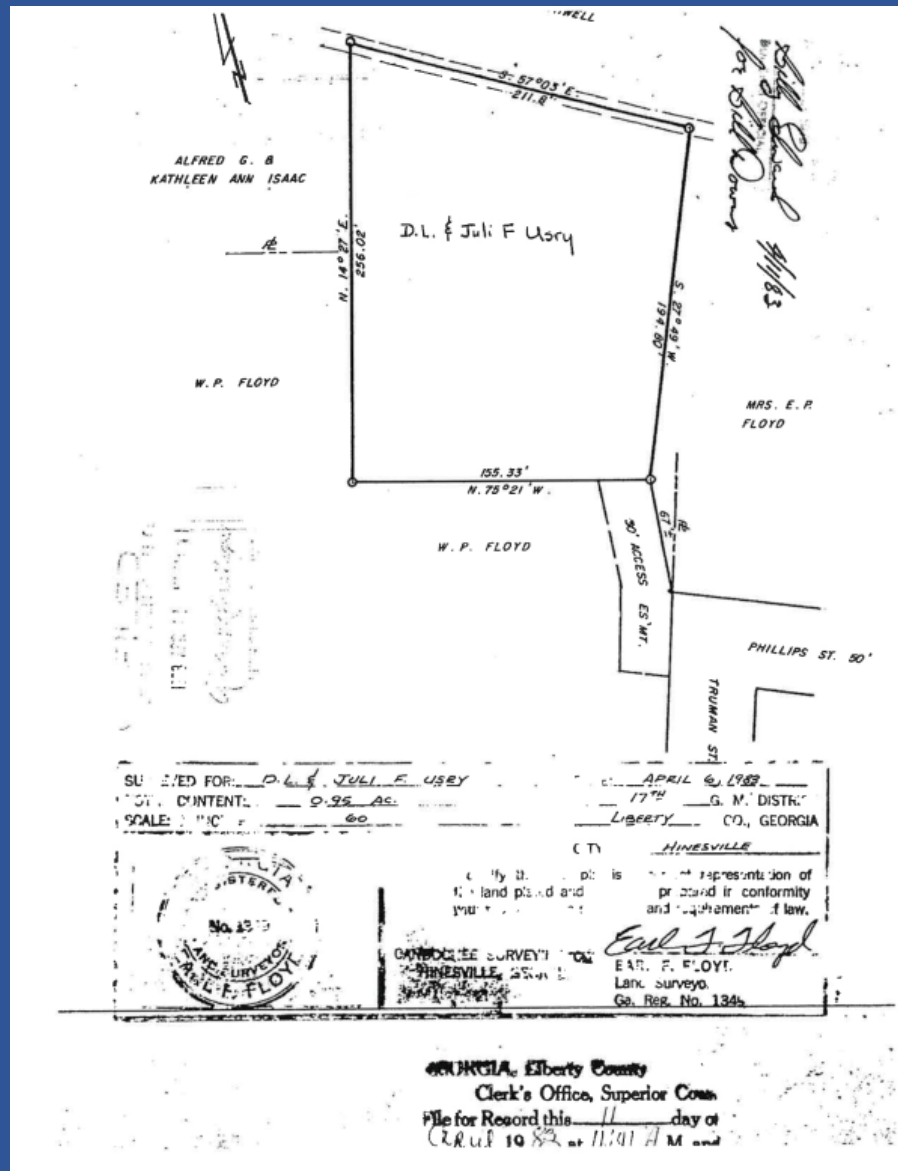
Vicinity Map



Zoning Map



Survey



Narrative



515 N. Main Street | Hinesville, GA 31313
PO Box 649 | Hinesville, GA 31310
912.368.5212
www.mesack.com
ME Sack Engineering
@mesackengineering
mesack









DESCRIPTIVE NARRATIVE
Floyd Rezoning
MES #2023-52

The owner (applicant) is requesting for the rezoning of property on 714 North Main Street parcel # 055B121 and Phillips Street parcel # 055B122. The properties are currently zoned as R2 with the intent to rezone as R8 under the Liberty County UDO.

The proposed rezoning will allow the owner to construct four lots ranging from 14,350 to 14,964 for the purpose of allowing a range of building options. This will provide additional future lots to the City of Hinesville's real estate market.

Plan



Zoning Analysis

1. Does this property have reasonable economic value as currently zoned?
 - *Yes.*
2. Does the proposed use conform to the Fort Stewart Joint Land Use Study (JLUS)?
 - *Yes.*
3. Does the proposed use conform to the Liberty County Comprehensive Plan?
 - *Yes, the Comprehensive Plan designates this property as residential low-density.*

Zoning Analysis

4. Will there be an adverse effect on the value and usability of nearby properties?
 - *No.*
5. Is the proposed use suitable in view of nearby uses?
 - *Yes.*
6. Will the zoning proposal create an undue burden on transportation including streets and transit, and on schools, utilities, or the provision of public safety?
 - *No.*

Zoning Analysis

7. Would this allow a short-term gain at the expense of our local long-term goals?
 - *No.*
8. Would this change cause a “domino effect” and encourage “sprawl”?
 - *No.*
9. Are there unique historical sites which may be adversely impacted?
 - *None noted.*

Zoning Analysis

10. Is this parcel in a flood hazard area?

- *No.*

11. Is it spot zoning and unrelated to the existing pattern of development?

- *No.*

12. Are there unique conditions which support approval or denial?

- *No.*

LCPC Recommendation

Approval

Rezoning Petition 2023-053-H

Conditions

Standard

Standard Conditions

1. The applicant must obtain all required local, state and federal licenses and permits prior to commencement of any construction.
2. All plans, documents, materials, and statements contained or implied in this application are considered a condition of this action.
3. No change or deviation from the conditions of approval are allowed without prior notification and approval of the Director of the LCPC or the Planning Commission, and the approving governmental authority.

LCPC Recommendation

Approval

Rezoning Petition 2023-053-H

Conditions

Standard





City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023
Agenda Item: Rezoning Petition 2023-054-H
Prepared by: Lori Parks
Presented by: Jeff Ricketson

PURPOSE: A rezoning petition was submitted by Nancy O-Neal to rezone 5.8 acres from C-3 (Highway Commercial) to MFR (Multi-Family Residential) at 910 W. Oglethorpe Highway to downzone the property. The property is located at 910 West Oglethorpe Highway in Hinesville and is further described at LCTM-Parcel 059A193.

BACKGROUND:

FUNDING: N/A

RECOMMENDATION: August 15, 2023. LCPC Commissioners recommended APPROVAL with standard conditions.

ATTACHMENTS:

1. Rezoning Petition 2023-054-H

PREVIOUS COUNCIL DISCUSSION:

Rezoning Petition 2023-054-H

A rezoning petition was submitted by Nancy O'Neal to rezone 5.8 acres +/- from C-3 (Highway Commercial) to MFR (Multi-Family Residential) at 910 W Oglethorpe Highway to downzone the property. Property is further described as LCTM Parcel 059A193.

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Tuesday, September 12,

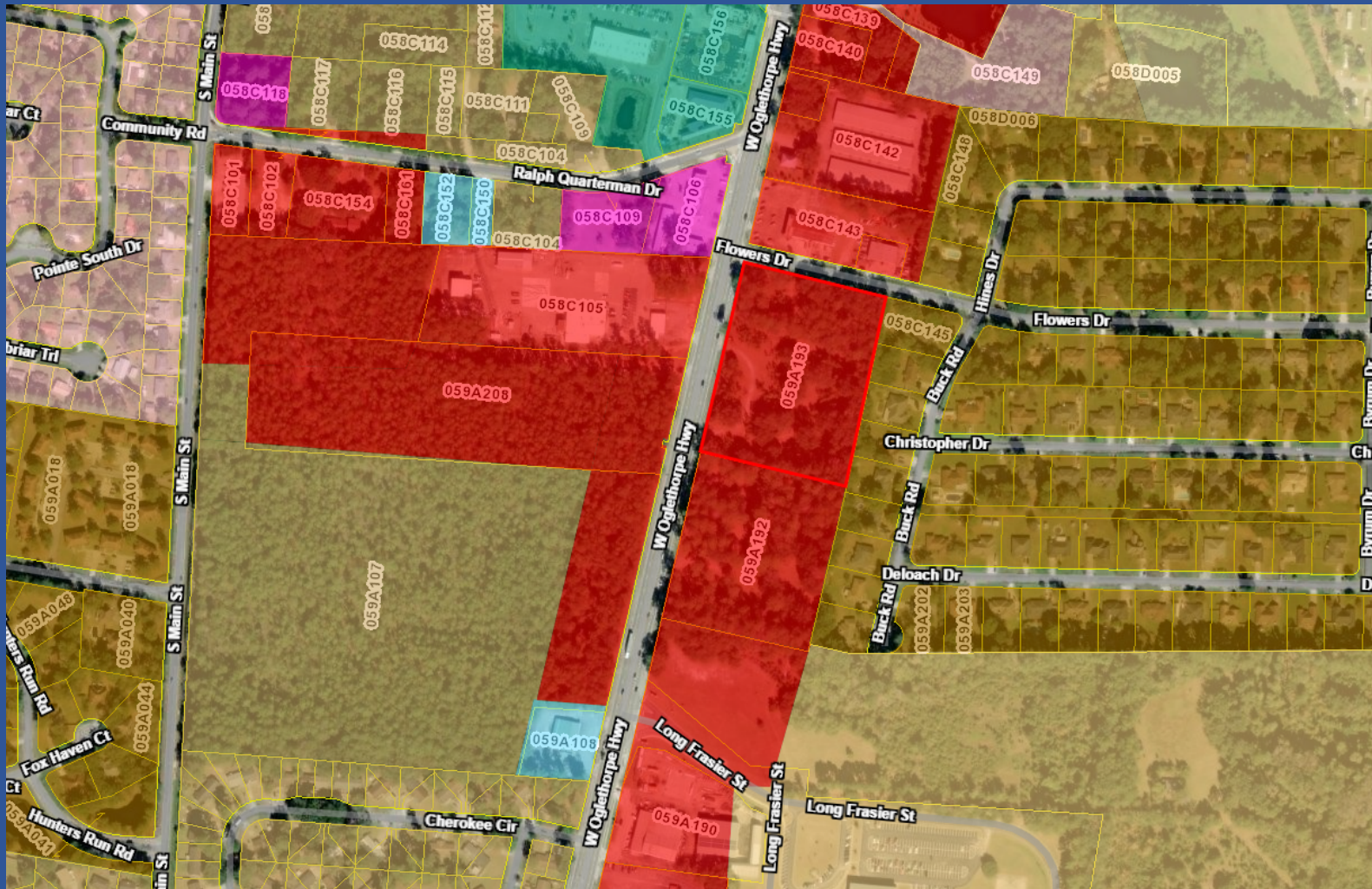
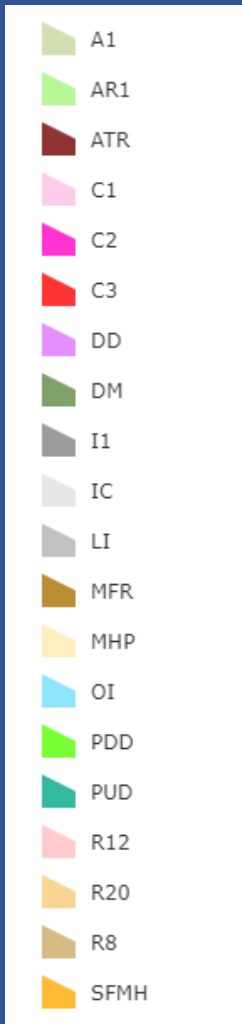
2023, 4:30 p.m. - Flemington Mayor and Council will meet at Flemington City Hall, 156 Old Sunbury Road, Flemington, LG45892 7/27/2023.



Vicinity Map



Zoning Map



Zoning Analysis

1. Does this property have reasonable economic value as currently zoned?
 - *Yes.*
2. Does the proposed use conform to the Fort Stewart Joint Land Use Study (JLUS)?
 - *Yes.*
3. Does the proposed use conform to the Liberty County Comprehensive Plan?
 - *The Comprehensive Plan designates this property as mixed-use.*

Zoning Analysis

4. Will there be an adverse effect on the value and usability of nearby properties?
 - *No.*
5. Is the proposed use suitable in view of nearby uses?
 - *Yes.*
6. Will the zoning proposal create an undue burden on transportation including streets and transit, and on schools, utilities, or the provision of public safety?
 - *No.*

Zoning Analysis

7. Would this allow a short-term gain at the expense of our local long-term goals?
 - *No.*
8. Would this change cause a “domino effect” and encourage “sprawl”?
 - *No.*
9. Are there unique historical sites which may be adversely impacted?
 - *None noted.*

Zoning Analysis

10. Is this parcel in a flood hazard area?

- *No.*

11. Is it spot zoning and unrelated to the existing pattern of development?

- *No.*

12. Are there unique conditions which support approval or denial?

- *No.*

LCPC Recommendation

Approval

Rezoning Petition 2023-054-H

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Standard

Standard Conditions

1. The applicant must obtain all required local, state and federal licenses and permits prior to commencement of any construction.
2. All plans, documents, materials, and statements contained or implied in this application are considered a condition of this action.
3. No change or deviation from the conditions of approval are allowed without prior notification and approval of the Director of the LCPC or the Planning Commission, and the approving governmental authority.

LCPC Recommendation

Approval

Rezoning Petition 2023-054-H

Conditions

Standard





City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023
Agenda Item: Variance Request 2023-060-H
Prepared by: Lori Parks
Presented by: Jeff Ricketson

PURPOSE: A variance request was submitted by the Liberty County Board of Commissioners to reduce the front setback to 25 feet as opposed to 35 feet required on a collector street for a new EMS administration building. Property is located at 474 South Main Street in Hinesville and is further described as LCTM Parcel 057A105

BACKGROUND:

FUNDING: N/A

RECOMMENDATION: August 15, 2023. LCPC Commissioners recommended APPROVAL with standard conditions.

ATTACHMENTS:

1. Variance Request 2023-060-H

PREVIOUS COUNCIL DISCUSSION:

Variance Request 2023-060-H

A variance request was submitted by the Liberty County Board of Commissioners to reduce the front setback to 25 feet as opposed to 35 feet required on a collector street. Proposed use is an EMS administration building adjacent to the existing EMS building at 474 South Main Street in Hinesville and is further described as LCTM Parcel 057A105.

Public Notification

Public Hearings

Conditional Use 2023-051-H

A conditional use request was submitted by Miguel Martinez to operate an automotive repair shop at 325 West Memorial Drive in Hinesville, property is further described as LCTM Parcels 055C152 and 055C153. Property is bounded now or formerly as follows: **NORTH** by West Memorial Drive; **EAST** by lands of J & J Rentals & Properties LLC and Mavis and Kenneth Howard; **SOUTH** by lands of Winston Pittman Jr.; **WEST** by lands of Cowabunga Four LLC and Memorial CVN LLC.

Rezoning Petition 2023-052-R

A rezoning petition was submitted by Lelan Frasier to rezone 4.76 acres +/- from A-1 (Agricultural Residential) to C-3 (Highway Commercial) for commercial purposes. Property is located on South Coastal Highway in Riceboro and is further described as LCTM Parcel 219C014. Property is bounded now or formerly as follows: **NORTH** by South Coastal Highway; **EAST** by lands of Rudolph Jerry Martin; **SOUTH** by lands of Rudolph Jerry Martin and Julie Louisa Martin; and **WEST** by lands of Julie Louisa Martin and Tommy Sr. and Lela Williams.

Rezoning Petition 2023-053-H

A rezoning petition was submitted by Billie Floyd to rezone 2.72 acres +/- from R-12 (Single-Family Residential-12) to R-8 (Single-Family Residential-8) for four residential lots. Property is located at 714 North Main Street in Hinesville and is further described as LCTM Parcels 055B121 and 055B122. Properties are bounded now or formerly as follows: **NORTH** by lands of POG Holdings LLC and Heather M. Kirkland; **EAST** by Truman Street and lands of David Floyd and Billie Floyd; **SOUTH** by lands of Neal Spurlin; **WEST** by North Main Street.

Rezoning Petition 2023-054-H

A rezoning petition was submitted by Nancy O'Neal to rezone 5.8 acres +/- from C-3 (Highway Commercial) to MFR (Multi-Family Residential) at 910 W Oglethorpe Highway to downzone the property. Property is located at 910 West Oglethorpe Highway in Hinesville and is further described as LCTM Parcel 059A193. Property is bounded now or formerly as follows: **NORTH** by Flowers Drive; **EAST** by lands of Linda Spellman, Jeffery Whitehorn, Elissa Grass, Kimberly Paymo, Barry and Yong Dorris; **SOUTH** by lands of Benjamin and Seavy O'Neal; **WEST** by West Oglethorpe Highway.

Rezoning Petition 2023-056-LC

A rezoning petition was submitted by Johnathan Clark to rezone 0.5 acres +/- from R-8 (Single-Family Residential-8) to MFR (Multi-Family Residential) for a four-unit quadruplex building. Property is located at 9081 East Oglethorpe Highway in unincorporated Liberty County and is further described as LCTM Parcel 161D061 (portion thereof). Property is bounded now or formerly as follows: **NORTH** by East Oglethorpe Highway; **EAST** by lands of Joyce Lorraine Hood; **SOUTH** by lands of Morrison Lawrence Estate; **WEST** by lands of Lillie B. Beckett.

Rezoning Petition 2023-057-LC

A rezoning petition was submitted by ERG Coastal Saltwater Investments, LLC to rezone 3.75 acres +/- from C-2 (General Commercial) to C-3 (Highway Commercial) for boat storage. Property is located at the intersection of Trade Hill Road and Islands Highway in unincorporated Liberty County and is further described as LCTM Parcel 306085. Property is bounded now or formerly as follows: **NORTH** by lands of Ewlyn Richardson, Jimmie Coeane, Daniel Wedncamp, and David Boulinaue; **EAST** by lands of Elisha Tate; **SOUTH** by lands of Highway and Trade Hill Road; **WEST** by lands of Mary Ellen Wood.

Rezoning Petition 2023-058-H & FL

A rezoning petition was submitted by M.E. Sack Engineering, on behalf of SIMCOE Investments, LLC (agent for owner), to rezone 38.39 acres +/- from R-12 (Single-Family Residential-12) to MFR (Multi-Family Residential) for townhomes. Property is located on Old Sunbury Road in Hinesville and is further described as LCTM Parcels 068002, 068005, 068006, 068010, 068011, 068012 and 068013. Property is bounded now or formerly as follows: **NORTH** by lands of Fort Stewart Military Reservation and Midway Presbyterian Church; **EAST** by lands of Kasey and Hope Kesterbaum, Stephanie and Melissa Sanders, Wyanda and Frank Bush, Chi Zhang and Qin Gou Yu, William Eugene Pittchard Jr., William and Kroydon Burch, Miranda Jennifer Lipoves, Janice Boudal, and Corja Evans and Rhodes Wiley; **SOUTH** by lands of Floyd Real Estate Holdings LP; Adam Freeman, Flemington Presbyterian Church, Adam and Amanda Taylor, Eliza Janica, Anthony and Janice Broccoli, Gregory Hoffman; **WEST** by lands of Thomas Carter and Old Sunbury Road separates the property running north to south.

Conditional Use 2023-059-LC

A conditional use request submitted by Clay Sikes Family, LLC for a borrow pit. Property is located off Islands Highway in unincorporated Liberty County and is further described as LCTM Parcel 363005. Property is bounded now or formerly as follows: **NORTH** by Islands Highway; **EAST** by Maxwellton Road and lands of Theop Sikes and Sunbury Services LLC; **SOUTH** by lands of Stephen Sikes and Robert Sikes; **WEST** by lands

Variance Request 2023-060-H

A variance request was submitted by the Liberty County Board of Commissioners to reduce the front setback to 25 feet as opposed to 35 feet required on a collector street. Property is located at 474 South Main Street in Hinesville and is further described as LCTM Parcel 057A105. Property is bounded now or formerly as follows: **NORTH** by lands of Fog Ventures; **EAST** by lands of Hinesville Center LLC; **SOUTH** by lands of Hinesville Center LLC; **WEST** by South Main Street.

Rezoning Petition 2023-061-LC

A rezoning petition was submitted by Newbridge Residential Parks LLC to rezone 13.92 acres +/- from SFMH (Single-Family Manufactured Home) and MHP (Manufactured Home Park) to PUD (Planned Unit Development) for townhomes and apartments, with a maximum of 16 units per acre. Property is located on Live Oak Church Road in unincorporated Liberty County and is further described as LCTM Parcels 036001, 036003, 036004, 036005 and 036006. Property is bounded now or formerly as follows: **NORTH** by lands of Erika G. Hart and John F. Kennedy; **EAST** by lands of Dryden Enterprises Inc.; **SOUTH** by lands of Markendy and Alexandra Edging, Andre J. Mincy Jr. and Olivia Leilani Owens, Ronald A. Gordon, Anthony and Kimberly Soto, Chelsea Williams and Eric Tackeberry, Dryden Enterprises Inc., Elizabeth Lozada, Sarah Jocelyn Walker, Erica V. Duren, Thabo V. Duong and Pham Huynh, Centura Wheelous, Ron J. Relador, and Kevin and Stephanie Robinson; **WEST** by Live Oak Church Road and lands of The Waters Group LLC.

Public Hearings

The Liberty Consolidated Planning Commission will hold a public meeting **August 15, 2023, at 4:30 p.m.**, at the Liberty County Courthouse Annex, 112 North Main Street, 2nd floor, in Hinesville.

Public Hearings to be Held by the Applicable Governing Authority:

Tuesday, September 5, 2023,

6:00 p.m. - Riceboro Mayor and Council will meet at Riceboro City Hall, 4614 South Coastal Highway, Riceboro

Tuesday, September 5, 2023,

6:00 p.m. - LC Board of Commissioners will meet in the Courthouse Annex, 2nd floor, 112 North Main St, Hinesville.

Thursday, September 7, 2023, 3:00 p.m. - Hinesville Mayor and Council will meet at Hinesville City Hall, 115 East M. L. King Jr. Drive, Hinesville.

Tuesday, September 12, 2023, 4:30 p.m. - Flemington Mayor and Council will meet at Flemington City Hall, 156 Old Sunbury Road, Flemington.

LG45892 7/27/2023



Vicinity Map



Zoning Map

- A1
- AR1
- ATR
- C1
- C2
- C3
- DD
- DM
- I1
- IC
- LI
- MFR
- MHP
- OI
- PDD
- PUD
- R12
- R20
- R8
- SFMH



Narrative

114 North Commerce Street
Hinesville, Georgia 31313
(912) 368-5664 Office
(912) 368-7206 Fax



1000 Towne Center Blvd.
Suite 304
Pooler, Georgia 31322
(912) 335-1046

**Variance Application
Tax Parcel: 057A105**

**Property Address:
474 South Main Street
Hinesville, Georgia 31313**

Liberty County is building a new EMS administration building along South Main Street adjacent to the existing EMS building. This is a narrow lot with a steep slope along the rear that abuts the adjacent shopping center (Bealls). The current front setback is 35 feet due to the roadway classification of South Main Street (collector). The distance between the setback line and the top of the steep slope along the rear is too narrow to construct a building that meets the needs of the EMS administration.

The development of the site is further complicated by an existing city sewer main that transects the site. Due to the flatness of the sewer main, the sewer lines cannot be rerouted. This condition further limits the placement of the proposed building.

Liberty County is requesting a variance to construct the proposed EMS administration building with a front yard setback of 25 feet. This will allow the facility to be constructed a safe distance away from the steep rear slope.

THIS BLOCK IS RESERVED FOR THE OFFICE
OF THE CLERK OF SUPERIOR COURT



GEORGIA STATE PLANE
NAD 83, US SURVEY FEET

THIS BLOCK IS RESERVED FOR THE OFFICE
OF THE CLERK OF SUPERIOR COURT

VICINITY MAP N.T.S.



SURVEYORS CERTIFICATION

THIS PLAN IS A RETECMENT OF AN EXISTING PARCEL OR PARCELS OF LAND AND DOES NOT SUBDIVIDE OR CREATE A NEW PARCEL OR MAKE ANY CHANGES TO ANY REAL PROPERTY BOUNDARIES. THE RECORDING INFORMATION OF THE DOCUMENTS, MAPS, PLATS OR OTHER INSTRUMENTS WHICH CREATED THE PARCEL OR PARCELS ARE STATED HEREIN FOR INFORMATION. THIS PLAN DOES NOT IMPLY APPROVAL OF THE JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. FURTHERMORE, THE UNDERSIGNED LAND SURVEYOR CERTIFIES THAT THIS PLAN COMPLIES WITH THE MINIMUM TECHNICAL STANDARDS FOR PROFESSIONAL LAND SURVEYORS AS FORTH SET FORTH IN O.C.G.A. SECTION 15-6-67.

JOSEPH C. RILEY GA REG. L.S. LIC. NO. 3048 12 JULY 2023 DATE

LEGEND:

RBF IRON ROD FOUND (REBAR)

REFERENCE:
PLAT BOOK D90, PAGE 1
DEED BOOK 698, PAGE 466

GRAPHIC SCALE

(IN FEET)
1 inch = 60 ft

THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 30,000 FEET, AND AN ANGULAR ERROR OF 01" PER ANGLE POINT, AND WAS ADJUSTED USING COMPASS RULE.

THIS PLAT HAS BEEN
CALCULATED FOR CLOSURE
AND IS FOUND TO BE
ACCURATE WITHIN ONE FOOT
IN 40,000+ FEET.

EQUIPMENT: 1" TOPCON
TOTAL STATION & RANGER
DATA COLLECTOR

Liberty Consolidated Planning Commission
Approved for Recording Purposes Only

7-12-23 Lori Parks
DATE

NOTE:
THIS PLAT IS SUBJECT TO ALL RECORDED
EASEMENTS AND RESTRICTIONS AND IS
VALID ONLY FOR THE PERSON OR PERSONS
NAMED IN THE TITLE.

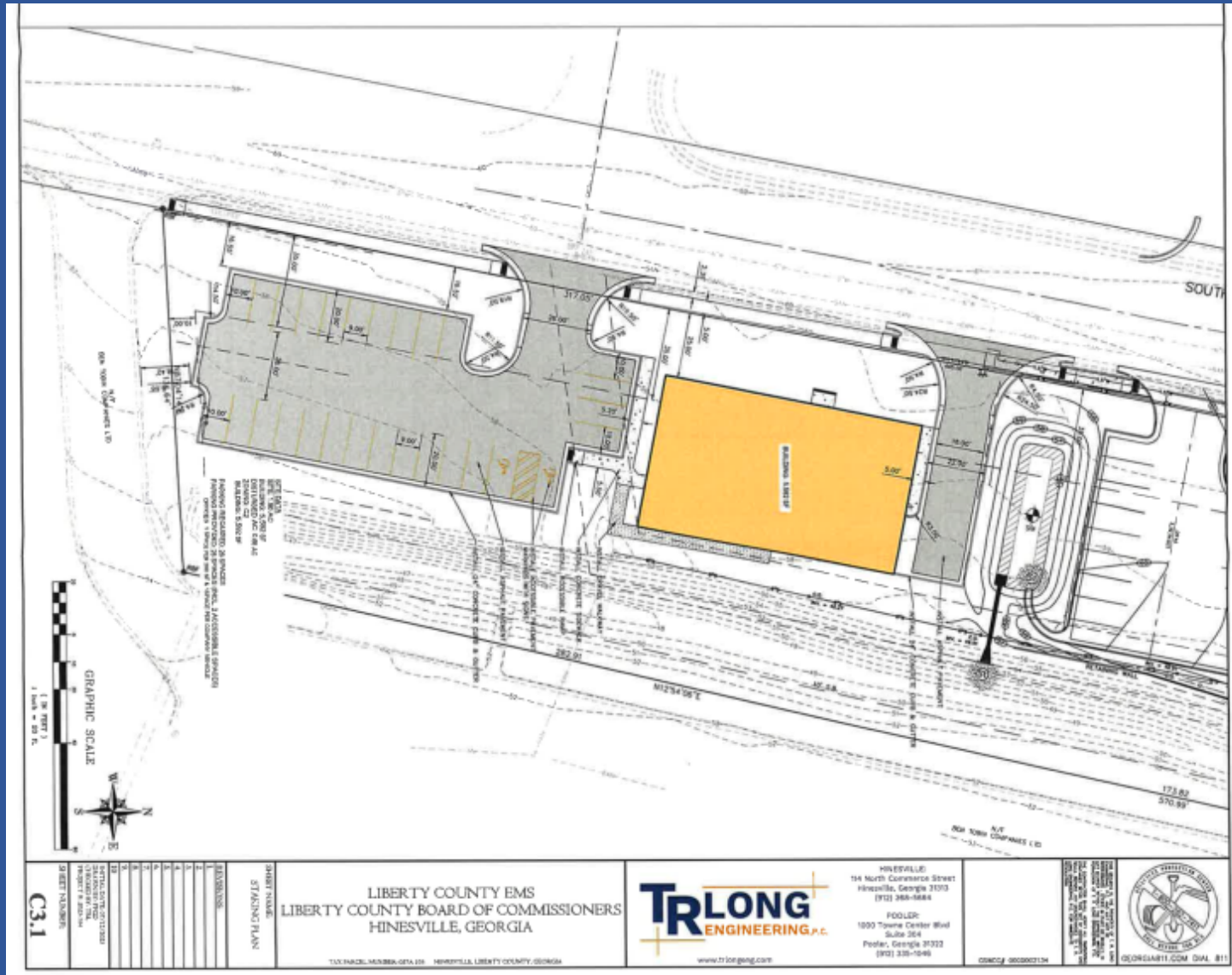
ACCORDING TO THE FLOOD INSURANCE RATE MAP FOR LIBERTY COUNTY (MAP NUMBER 13179C0228E) THIS PROPERTY IS IN A FLOOD ZONE "X" & "X-SHADED".

T. R. Long Engineering, P.C.
114 North Commerce Street
Hinesville, Georgia 31313
(912) 368-5664
(912) 368-7206 Fax

BOUNDARY PLAT
FOR
LIBERTY COUNTY BOARD
OF COMMISSIONERS
474 S MAIN STREET
HINESVILLE, GEORGIA 31313

CITY OF HINESVILLE
LIBERTY COUNTY, GEORGIA
17th G.M. DISTRICT
TAX PARCEL: 057A105
PLAT DATE: JULY 12, 20233
FILE NUMBER: 2009-12
PAGE 1 OF 1

Plan



Conditions for Granting this Variance

1. There are unique physical circumstances or conditions, including irregularity, narrowness or shallowness of lot size or shape, or exceptional topographical or other physical conditions peculiar to the particular property;
 - *Yes, a steep slope along the drainage area in the rear.*
2. The application of the requirements to this particular property would create an unnecessary hardship;
 - *Yes.*
3. The variance, if granted, represents the minimum variance that will afford relief and will represent the least modification possible; and
 - *Yes.*
4. The variance, if granted, would not cause substantial detriment to the public good or impair the purposes and intent of the Division.
 - *No.*

LCPC Recommendation

Approval

Variance Request 2023-060-H

Conditions

Standard

Standard Conditions

1. The applicant must obtain all required local, state and federal licenses and permits prior to commencement of any construction.
2. All plans, documents, materials, and statements contained or implied in this application are considered a condition of this action.
3. No change or deviation from the conditions of approval are allowed without prior notification and approval of the Director of the LCPC or the Planning Commission, and the approving governmental authority.

LCPC Recommendation

Approval

Variance Request 2023-060-H

Conditions

Standard





City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023

Agenda Item: Bid for Downtown Streetscape III, Main Street Repairs and Improvements

Prepared by: Paul Simonton

Presented by: Paul Simonton

PURPOSE: To Present for Mayor and Council Consideration, Bids for Downtown Streetscape III, which includes Repair and Improvement of Main Street from Central Ave. to Screven Way.

BACKGROUND: This is the first Phase of Main St/Ryon Ave. Streetscape project (formerly TAP project) from Central Avenue to Screven Way, which includes:

1. Replacement of the failing storm drain under Main Street at Main Street Park.
2. Installation of landscape median on Main Street
3. Replacement of lighting along Main Street from Central Ave to Hendry Street
4. Refurbish sidewalk and paver sections along Main Street from Central Ave to Main Street Park
5. Install new stamped and colored concrete crosswalks in Main Street from Central Ave to Main Street Park
6. Create a bypass road for traffic while the roundabouts are constructed in subsequent phases of the project.

Landscaping portions of the project will be bid under a separate contract.
Georgia Power is working on a proposal for street light replacement

Engineers Estimate for this portion of the project was \$808,310.80
The project was advertised and contractors were contacted directly.
One bid was received from Taylors Creek Construction in the amount of \$737,556.75

FUNDING: Fundimng for the project is included in TSPLOST allocation

RECOMMENDATION: Award of the contract to Taylors Creek Construction in the amount of \$737,566.75

ATTACHMENTS:

1. 2020-44.1 Bid Items bid tab

PREVIOUS COUNCIL DISCUSSION:

Bid Items - Downtown Streetscape III
for
City of Hinesville
SE Project No. 2020-44.1



I certify that this tabulation is a true representation of the bids received on August 30, 2023

					Taylor's Creek Construction	
Item No.	Estimated Quantity	Units	Description	Unit Price	Total Price	
1	<u>DEMOLITION</u>					
A.	175	SY	Sawcut & Removal of Asphalt Roadway	\$35.00	\$6,125.00	
B.	622	SY	Roadway Base Removal	\$20.00	\$12,440.00	
C.	260	SY	Crosswalk Removal (Brick or Stamped Concrete)	\$55.00	\$14,300.00	
D.	46	SY	Island Removal	\$65.00	\$2,990.00	
E.	40	LF	Curb & Gutter Removal	\$30.00	\$1,200.00	
F.	168	LF	30" RCP Removal	\$75.00	\$12,600.00	
G.	15	SY	Sidewalk w/ Brick Pavers	\$55.00	\$825.00	
			DEMOLITION SUBTOTAL:		\$50,480.00	
2	<u>EARTHWORK</u>					
A.	1	LS	Grading		\$138,000.00	
			EARTHWORK SUBTOTAL:		\$138,000.00	
3	<u>ROADWAY</u>					
A.	40	LF	30" Standard Concrete Curb & Gutter	\$35.00	\$1,400.00	
B.	660	LF	30" Spill-Out Concrete Curb & Gutter	\$35.00	\$23,100.00	
C.	104	LF	6" GDOT 9032b Type 2 Header Curb	\$30.00	\$3,120.00	
D.	130	SY	8" Crusher Run Base	\$45.00	\$5,850.00	
E.	13,725	SY	Asphalt Milling	\$3.75	\$51,468.75	
F.	13,235	SY	2" 12.5 mm Superpave Asphalt	\$16.80	\$222,348.00	
G.	260	SY	6" Stamped & Colored Concrete Crosswalk	\$120.00	\$31,200.00	
H.	15	SY	Sidewalk w/ Brick Paver Border	\$150.00	\$2,250.00	
			ROADWAY SUBTOTAL:		\$340,736.75	
4	<u>STRIPING</u>					
A.	3,295	LF	5" Solid Yellow Centerline Striping (Thermo)	\$2.50	\$8,237.50	
B.	1,040	LF	5" Skip Yellow Striping (Thermo)	\$2.50	\$2,600.00	
C.	1,700	LF	5" Solid White Striping (Thermo)	\$2.50	\$4,250.00	
D.	135	LF	5" Skip White Striping (2' Seg., 6' Gap) (Thermo)	\$2.50	\$337.50	
E.	840	LF	8" Solid White Striping (Crosswalk) (Thermo)	\$8.00	\$6,720.00	
F.	235	SY	Detail "C" White Hatch (Thermo)	\$15.00	\$3,525.00	
G.	250	SY	Detail "B" Yellow Hatch (Thermo)	\$15.00	\$3,750.00	
H.	155	LF	24" Solid White Striping (Stop Bar) (Thermo)	\$15.00	\$2,325.00	
I.	6	EA	Pavement Marking Word (Only)	\$1,400.00	\$8,400.00	
J.	29	EA	Pavement Marking Arrow (Type 1/2/3)	\$500.00	\$14,500.00	
K.	1	EA	Stop Sign (R1-1)	\$450.00	\$450.00	
L.	1	LS	Handicap Striping		\$1,550.00	
			STRIPING SUBTOTAL:		\$56,645.00	

Bid Items - Downtown Streetscape III

for

City of Hinesville

SE Project No. 2020-44.1

					Taylor's Creek Construction	
Item No.	Estimated Quantity	Units	Description	Unit Price	Total Price	
5			<u>STORM DRAINAGE</u>			
A.	168	LF	30" RCP	\$205.00	\$34,440.00	
B.	2	EA	Concrete Collar	\$3,600.00	\$7,200.00	
C.	1	EA	Connection to Ex. Drainage Structure or Ex. Drainage Pipe	\$5,400.00	\$5,400.00	
D.	1	EA	Reconstruction of Ex. Catch Basin	\$6,340.00	\$6,340.00	
			STORM DRAINAGE SUBTOTAL:		\$53,380.00	
6			<u>WATER</u>			
A.	189	LF	2" Water Service Complete (Trench Cut)	\$30.00	\$5,670.00	
B.	109	LF	2" Water Service Complete (Directional Bore)	\$75.00	\$8,175.00	
C.	1	EA	8"x2" Connection to Existing Water Main	\$1,000.00	\$1,000.00	
D.	2	EA	2" InsertaValve	\$2,500.00	\$5,000.00	
E.	2	EA	8" InsertaValve	\$12,400.00	\$24,800.00	
			WATER SUBTOTAL:		\$44,645.00	
7			<u>MISCELLANEOUS</u>			
A.	1	LS	Mobilization		\$15,000.00	
B.	1	LS	Traffic Control		\$18,000.00	
C.	1	LS	Coordination of Lamp Removal & Relocation w/ GA Power		\$5,000.00	
D.	157	LF	Type "NS" Silt Fence (Non-Sensitive)	\$10.00	\$1,570.00	
E.	1	LS	Traffic Loop Replacement		\$14,100.00	
			MISCELLANEOUS SUBTOTAL:		\$53,670.00	
			TOTAL:		\$737,556.75	



City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023

Agenda Item: RFP 2023-04 Owner Occupied Rehabilitation Bid Opening

Prepared by: Kendra Ivy

Presented by: Ryan Arnold

PURPOSE: To Present for Mayor and Council Consideration, approval of a notice of intent to award RFP 2021-04 Owner Occupied Rehabilitation Project.

BACKGROUND: As a HUD Entitlement Community, the City of Hinesville receives approximately \$250,000 to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services. The City of Hinesville includes Owner Occupied Rehabilitation in its Annual action plan as an eligible use of these funds.

In September of 2022, applications were requested from homeowners for the Owner Occupied Rehabilitation program.

In April of 2023, Requests For Proposals were advertised. No bids were received.

In June of 2023, Requests For Proposals were re-advertised.

On July 27, 2023, One bid was received for \$197,500

On August 10, 2023, Staff met with the Contractor to review the bid.

On August 15, 2023, the Contractor submitted a revised proposal for \$166,400.

FUNDING: \$135,617 2021 HUD Entitlement Funds
\$120,000 2023 HUD Entitlement Funds

\$255,617 available grant funds

RECOMMENDATION: Approval to issue a Notice of Intent to Award RFP 2023-04 Owner Occupied Rehabilitation to KC Brothers Construction LLC for \$166,400

ATTACHMENTS:

1. RFP 2023-04 Bid Tab

PREVIOUS COUNCIL DISCUSSION: n/a

RFP 2023-04 Owner Occupied Rehabilitation Construction
 Bid Opening Date July 27, 2023

Company	Location	Responded	Application Completed	Bid	Negotiated Bid
KC Brothers Construction LLC	Hinesville, GA	Yes	Yes	\$ 197,500	\$ 166,400
JMB Home Services				no bid	
Scott Home Improvement				no bid	
HB Roofing and Construction				no bid	
Dreambuilder Investment				no bid	
Donnnie's Handyman Service				no bid	
DSW		Yes	Yes	no bid	
Solid State		Yes		no bid	
L&E Russell Construction Inc.				no bid	
NonDesistas LLC, DBA Legacy Homes				no bid	
Relford Construction Inc.				no bid	
Slade Sikes Inc.				no bid	
Young's Home Additions				no bid	
A.C.E. Coastal Builders				no bid	
Cowart Construction				no bid	
Holland and Holland Inc				no bid	
Bent Pine Construction		Yes	Yes	no bid	
JM Allen Homes		Yes		no bid	



City of Hinesville, Georgia, Council Meeting

Date: September 7, 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 Roots, Tunes, & Brews event.

BACKGROUND: The Hinesville Area Arts Council is requesting a One-Day Special Event Permit to sell beer and wine during the Roots, Tunes, & Brews event on September 16, 2023. This event will take place on Main Street and Bradwell Park areas from 2 p.m. to 8 p.m. All departments have approved this request.

FUNDING: None

RECOMMENDATION: Approval

ATTACHMENTS:

1. Roots Tunes Brews Summary Sheet
2. Roots Tunes Brews Application
3. Roots Tunes Brews Background Check

PREVIOUS COUNCIL DISCUSSION: None

SUMMARY SHEET FOR CLASS V ALCOHOL LICENSE

NAME OF THE EVENT	Roots, Tunes & Brews
LOCATION	Downtown Hinesville Main Street Bradwell Park
DATE OF EVENT	Saturday, September 16, 2023
TIME OF EVENT	2:00 am until 8:00 pm
NAME OF APPLICANT(S)	Leah Poole
NAME OF BUSINESS	Hinesville Area Arts Council
ADDRESS OF BUSINESS	208 E Court St Hinesville GA 31313
APPROVED BY HPD	Yes 08/15/2023
APPROVED BY LCPC	Yes 08/04/2023
APPROVED BY INSPECTIONS DEPARTMENT	Yes 08/13/2023
APPROVED BY HFD	Yes 08/07/2023
TYPE OF LICENSE	Class V on premise consumption beer and wine

City Council () Approved () Disapproved by _____ Date 09-07-2023

LICENSE YEAR: 2023



DATE: 8-4-23

CLASS V ALCOHOL BEVERAGE LICENSE APPLICATION

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

Leah Poole

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

208 E Court Street Hinesville, GA 31313

LEGAL MAILING ADDRESS OF APPLICANT:

SSN:

DOB MONTH/DAY/YEAR:

9123684445

HOME PHONE:

9123684445

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)

Hinesville Area Arts Council

NAME OF ORGANIZATION:

208 E Court Street Hinesville, GA 31313

BUSINESS MAILING ADDRESS:

9123684445

BUSINESS PHONE NUMBER:

58-1846237

FEDERAL TAX ID NUMBER:

Roots, Tunes & Brews

DESCRIPTION AND/NAME OF EVENT:

LOCATION OF EVENT (ADDRESS/AREA DESCRIPTION:

downtown Hinesville/Bradwell Park area

9.16.23

DATE:

2-8pm

TIME:

3500

ANTICIPATED NUMBER OF PARTICIPANTS:

n/a

COST TO ATTEND:

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

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

LICENSE YEAR: 2023

DATE: 8-4-23

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

2 kegs of 3 different kinds of beer; 4 cases of 4 different kinds of wine

DESCRIBE THE PARKING ARRANGEMENTS:

there is free parking all over 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.

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

08/08/23

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: September 7, 2023
Agenda Item: Public Comment
Prepared by: Shamika Wilson
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: September 7, 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: September 7, 2023
Agenda Item: Councilmember Riles Report
Prepared by: Jean Marie Reynolds
Presented by: Councilmember Riles

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023
Agenda Item: Mayor Pro Tem Jenkins Report
Prepared by: Brittany Avery
Presented by: Mayor Pro Tem Jenkins

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023
Agenda Item: Councilmember Nelson's Report
Prepared by: Wendy Bruce Sochia
Presented by: Councilmember Nelson

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023
Agenda Item: Councilmember Floyd's Report
Prepared by: Shamika Wilson
Presented by: Councilmember Floyd

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023
Agenda Item: Councilmember Reid's Report
Prepared by: Darlene Parker
Presented by: Councilmember Reid

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023
Agenda Item: City Manager's Report
Prepared by: Christy Deloach
Presented by: Kenneth Howard

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

Fiscal Year 2024 Budget Workshop Dates



City of Hinesville, Georgia, Council Meeting

Date: September 7, 2023
Agenda Item: Fiscal Year 2024 Budget
Workshop Dates
Prepared by: Kimberly Ryon
Presented by: Kimberly Ryon

PURPOSE: To present to the Mayor and City Council, proposed dates for the workshops to review the City's fiscal year 2024 budget.

BACKGROUND:

FUNDING:

RECOMMENDATION:

ATTACHMENTS:

1. Fiscal Year 2024 Budget Workshop Dates Memo

PREVIOUS COUNCIL DISCUSSION:

MAYOR
Allen Brown

CITY MANAGER
Kenneth K. Howard

CITY CLERK
Lia Jones

CITY ATTORNEY
Linnie L. Darden, III



MAYOR PRO TEM
Keith Jenkins

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

Kimberly Ryon, Chief Financial Officer

Memorandum

Date: August 28, 2023
To: Mayor & City Council Members
Department Heads
CC: Kenneth Howard
From: Kimberly Ryon, CFO *KR*
RE: Scheduled Dates for FY 2024 Budget workshops

The following dates and times have been tentatively scheduled for the City's budget workshops to review in detail the fiscal year ended October 31, 2024 budget:

Tuesday, September 12, 2023	1:30 pm – 5:00 pm	(Outside Agencies)
Monday, September 18, 2023	12:00 pm – 5:00 pm	
Wednesday, September 20, 2023	12:00 pm – 5:00 pm	
Monday, September 25, 2023	12:00 pm – 5:00 pm	
Friday, September 29, 2023	8:30 am – 12:00 pm	

We plan to conduct our budget hearing at the October 5, 2023 City Council meeting and adopt the budget at the October 19, 2023 City Council meeting.