

MAYOR
Allen Brown

CITY MANAGER
Kenneth Howard

CITY CLERK
Lia Jones

CITY ATTORNEY
Linnie Darden III



MAYOR PRO TEM
Keith Jenkins

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

**MAYOR AND COUNCIL
REGULAR MEETING
AGENDA
3:00 PM
September 21, 2023
Council Chamber**

1. INVOCATION

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

2. MINUTES

Approve the Minutes of the September 7, 2023 Council Meeting.

3. UNFINISHED BUSINESS

3.1. ADOPTION OF A HOTEL-MOTEL EXCISE TAX ORDINANCE #2023-04

To Present for Mayor and Council Consideration, Adoption of a Hotel-Motel Excise Tax Ordinance #2023-04 of 8% Under O.C.G.A. § 48-13-51(b).

Action Item

4. PUBLIC HEARING

4.1. UDO AMENDMENTS ORDINANCE #2023-05

To Present for Mayor and Council Consideration, Ordinance #2023-05 to Amend the UDO for Compliance with State of Georgia Rules and Regulations Chapter 120-3 "Rules of Fire Safety Commissioner."

Action Item

5. NEW BUSINESS

5.1. FY 2024 TRANSIT TRUST FUND PROGRAM APPLICATION

To Present for Mayor and Council Consideration, Approval of Liberty Transit's FY 2024 Transit Trust Fund Program Application.

Action Item

5.2. LIBERTY TRANSIT RFP 2023-05 THIRD PARTY OPERATING SERVICES

To Present for Mayor and Council Consideration, RFP 2023-05 Liberty Transit Third Party Operator Services Bid Opening.

Action Item

5.3. BID OPENING FOR KAISER S8 DITCH SPYDER IN FY 2023 BUDGET

"Home for a Day or a Lifetime"

To Present for Mayor and Council Consideration, Bid Opening for 2023 Kaiser S8 Ditch Spyder.

Action Item

5.4. 2025 SECTION 5307 GRANT APPLICATION RESOLUTION #2023-16

To Present for Mayor and Council Consideration, a request for authorization from Mayor and Council to submit a grant request to the Georgia Department of Transportation for the 2024 State Fiscal Year Section 5307 Urbanized Area Grant application.

Action Item

6. PUBLIC COMMENT

6.1. PUBLIC COMMENT

7. MAYOR ALLEN BROWN

7.1. MAYOR BROWN'S REPORT

8. COUNCILMEMBER RILES - DISTRICT 5

8.1. COUNCILMEMBER RILES REPORT

8.2. MONTHLY CRIME AND CITATION REPORT

9. MAYOR PRO TEM JENKINS - DISTRICT 4

9.1. MAYOR PRO TEM JENKINS REPORT

9.2. MONTHLY INSPECTIONS DEPT. REPORT

10. COUNCILMEMBER NELSON - DISTRICT 3

10.1. COUNCILMEMBER NELSON'S REPORT

10.2. MONTHLY HFD REPORT

11. COUNCILMEMBER FLOYD - DISTRICT 2

11.1. COUNCILMEMBER FLOYD'S REPORT

11.2. MONTHLY BUSINESS LICENSE REPORT

11.3. MONTHLY BIRTHDAYS

11.4. LIBERTY TRANSIT MONTHLY REPORT

12. COUNCILMEMBER REID - DISTRICT 1

12.1. COUNCILMEMBER REID'S REPORT

12.2. MONTHLY ESG OPERATION AND STATUS REPORT

13. CITY MANAGER KENNETH HOWARD

13.1. CITY MANAGER'S REPORT

14. EXECUTIVE SESSION

14.1. EXECUTIVE SESSION

To Hold an Executive Session to Discuss Personnel Matters.

"Home for a Day or a Lifetime"

Informational Item

15. ADJOURN

"Home for a Day or a Lifetime"



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023
Agenda Item: Adoption of a Hotel-Motel Excise Tax Ordinance #2023-04
Prepared by: Shamika Wilson
Presented by: Kenneth Howard

PURPOSE:

BACKGROUND:

FUNDING:

RECOMMENDATION:

ATTACHMENTS:

1. 51B Letters 2023_Hinesville City
2. Resolution #2022-03 Eight Percent Hotel Motel Excise Tax
3. Proposed Ordinance 2023-04 Adoption of a Hotel-Motel Excise Tax_draft (1)

PREVIOUS COUNCIL DISCUSSION: July 6, 2023
July 20, 2023

June 12, 2023

Honorable
Chief Elected Official
Hinesville City
115 East M.L. King, Jr. Drive
Hinesville, GA 31313

Mr. Kenneth Howard
Manager
Hinesville City
115 East M.L. King, Jr. Drive
Hinesville, GA 31313

Ms. Lia J. Jones
Clerk
Hinesville City
115 East M.L. King, Jr. Drive
Hinesville, GA 31313

Re: HB 740- Hotel-Motel Excise Tax; O.C.G.A. §48-13-51(b)

Dear Hinesville City Leaders:

As you are likely aware, HB 740 was introduced by Representatives Al Williams and Buddy DeLoach during the 2022-2023 legislative session. This local act was passed by both chambers and signed by Governor Kemp on 5/3/2023 and empowers the City of Hinesville to impose a hotel-motel excise tax of up to 8% in accordance with O.C.G.A. §48-13-51 (b). The Office of Research at the Georgia Department of Community Affairs (DCA) is charged with maintaining records, administrative guidance, and annual reporting of this tax for local governments across Georgia. We wanted to take this opportunity to reach out to you to provide any guidance, support, or resources that may be useful for your community.

With this local act having been adopted by the General Assembly and signed by Governor Kemp, the final action required in this process is the adoption of an ordinance establishing the authorization paragraph, tax rate, and effective date for the tax. In accordance with O.C.G.A. §48-13-51(g)(1) and (2), the earliest effective date is the “first day of the second month” following final adoption of the ordinance.

Once the ordinance has been adopted by the City Council we ask that you forward a *signed* copy to our office at Research@dca.ga.gov.

As you move forward with this process, we would like to make you aware of the resources published on the Office of Research’s website. Ordinance guidance and general information on the tax including pertinent definitions, restricted spending amounts, and some management best practices can be found here: <https://www.dca.ga.gov/local-government-assistance/research-surveys/hotel-motel-excise-tax>.

If this is Hinesville City's first Hotel-Motel Excise tax, the City will need to begin annually completing the Hotel-Motel Tax Report, due within 6-months of the City's fiscal year end. This is available on the Hotel-Motel Tax webpage and can be completed with the same username and password you use to access other DCA reports. If this is Hinesville City's first time collecting restricted Tourism Product Development (TPD) dollars, the City will now need to complete the TPD Project Contractor Information Schedule (PCIS) component of the report.

The Hotel-Motel Excise Tax is a valuable, but complicated revenue stream for local governments in Georgia. DCA is committed to working with local governments, CVBs, chambers of commerce, tourism authorities, and other stakeholders to develop a clearer understanding of the tax and maximize the impact of local efforts to promote tourism, to attract conventions, and to create and expand visitor attractions and destinations.

If it would be useful for your community, DCA staff are available for a call or training session to walk through the published resources and offer other support. Please contact me at jackson.lilly@dca.ga.gov or 404-679-3105 if you have any questions about reporting, logistics or next steps, or if we can be of assistance to you and your community.

Sincerely,

Jackson Lilly
Principal Analyst | Manager, Research & Geoanalytics

CC: Representatives Al Williams and Buddy DeLoach
 Jennifer Fordham

A RESOLUTION OF THE MAYOR AND CITY COUNCIL ("THE COUNCIL") OF THE CITY OF HINESVILLE, GEORGIA REQUESTING THAT THE GEORGIA GENERAL ASSEMBLY ADOPT LOCAL LEGISLATION AUTHORIZING THE CITY OF HINESVILLE ("THE CITY") TO ADOPT AN EIGHT (8%) PERCENT HOTEL-MOTEL EXCISE TAX ("HMT"), TO AUTHORIZE THE CITY MANAGER TO TAKE ALL ACTIONS NECESSARY OR REASONABLY REQUIRED TO CARRY OUT THE INTENT OF THIS RESOLUTION, TO PROVIDE AN EFFECTIVE DATE, AND FOR ANY OTHER LAWFUL PURPOSES.

WHEREAS, the Council is the duly elected governing authority of the City, is committed to ensuring the health, safety, and welfare of individuals residing in, working in, and visiting the City, and is constitutionally authorized to adopt various ordinances, resolutions, and regulations which are not inconsistent with the State Constitution; and

WHEREAS, pursuant to Title 48, Chapter 13, Article 3, Section 50 et seq. of the Official Code of Georgia Annotated ("O.C.G.A."), the City is authorized to levy and collect an excise tax on hotels and motels within the City, the general purpose of which is to promote, attract, stimulate, and develop conventions and tourism within the City, and for the provision of other local governmental services; and

WHEREAS, the City currently assesses a five (5%) percent per night HMT on a guest room in any hotel, motel, or other similar lodging facility operating within the municipality, unless an exemption applies; and

WHEREAS, the Council now finds it is in the public interest of the City, its residents, and the general public to boost the City's HMT tax from five (5%) percent to eight (8%) percent, believing the tax increase will provide the City with additional revenues for the promotion of tourism, conventions, trade shows, and tourism product development, and other physical improvements associated with a "community branding" campaign; and

WHEREAS, pursuant to O.C.G.A. §48-13-50(b)(2), the City may change a HMT at a rate of up to eight (8%) percent, subject to approval of the General Assembly and spending restrictions set forth in O.C.G.A. §48-13-51(a)(3) and O.C.G.A. §48-13-51(b); and

WHEREAS, O.C.G.A. §48-13-51(b) provides that municipalities wishing to increase such tax must adopt a resolution which specifies the subsequent tax rate, identifies the projects for tourism product development purposes, and specifies the allocation of proceeds; and

NOW, THEREFORE, THE MAYOR AND CITY COUNCIL OF HINESVILLE, GEORGIA, HEREBY RESOLVES:

SECTION 1: That the Council hereby request that, pursuant to O.C.G.A. §48-13-51(b), legislation be presented and adopted at the next session of the Georgia General Assembly

authorizing the City to adopt a Hotel/Motel excise tax of eight (8%) percent, to be allocated on the following terms:

- (1) The rate of the tax shall be eight (8%) percent of the charge for the furnishing for value to the public of any room or rooms, lodgings, or accommodations furnished by any person or legal entity licensed by, or required to pay business or occupation taxes to, the City of Hinesville, Georgia, for operating a hotel, motel, inn, lodge, tourist camp, tourist cabin, campground, or any other place in which rooms, lodging, or accommodations are regularly or periodically furnished for value.
- (2) Tourism Product development projects to be supported by this HMT are designed to support and fund visitors' experience, museums, art galleries, parks, trails, and other recreational facilities, performing arts facilities, corridor and gateway improvements, signage, and any/all of the physical improvements reasonably associated with a community "branding campaign", as well as any other permissible use under O.C.G.A. § 48-13-50 et seq.

BE IT FURTHER RESOLVED, and it is hereby resolved, as follows:

SECTION 2:

That the Council or its duly appointed agent(s), with the assistance of the City Manager and/or City Attorney, is authorized to formally request of the Local Legislative Delegation that legislation be introduced in accordance with O.C.G.A. § 48-13-51(b) authorizing the imposition of a Hotel-Motel Excise Tax within the Municipality at the rate of eight (8%) percent (the "New Hotel-Motel Excise Tax").

SECTION 3: That the proceeds of new HMT shall be allocated as follows:

1. That the proceeds of said New Hotel-Motel Excise Tax be used for any legal purpose permitted by O.C.G.A. §48-13-50 et seq.; provided that said tax proceeds shall be allocated as follows: (1) an amount equal to fifty (50%) percent of the total amount of taxes collected that exceed the amount of taxes that would be collected at the rate of five (5%) percent shall be expended for promoting tourism, conventions, and trade shows by the destination marketing organization designated by the Council; (2) the remaining amount of taxes collected that exceed the amount of taxes that would be collected at the rate of five (5%) percent which have not otherwise expended under item (1) of the Paragraph shall be expended for tourism product development, which is hereby identified to include a community event center and such other projects, products, and purposes as permitted under O.C.G.A. §48-13-50 et seq.; and (3) the amount of total taxes collected which would have been collected at a rate of five (5%) percent shall be expended as provided in O.C.G.A. §48-13-5(3)(a) (with that same and maximum percentage of taxes collected and allocated to the general fund of the City of Hinesville being continued under the New Hotel-Motel Excise Tax). Any terms or phrases appearing in this Resolution and being defined under O.C.G.A. §48-13-50 et seq. (including,

without limitation, O.C.G.A. §48-13-50.2) shall have the meaning ascribed under said Code Section(s).

SECTION 4:

1. That subject to enactment of a local act by the General Assembly approving of the New Hotel-Motel Excise Tax as provided in O.C.G.A. 48-13-51(b) and upon the effective date stipulated herein, Chapter 15- Taxation and Revenue, Article II, Motel Excise Tax Section 26 - Imposition and rate of tax and Section 27 - Collection of tax by operator of the Code of Ordinances of the City of Hinesville, Georgia shall be amended without further action to reflect the New Hotel-Motel Excise Tax rate of eight (8%) percent. The Council reserves the right to make further amendments to said Code of Ordinances as it determines appropriate following enactment of said local act by the General Assembly.
2. That the City Council, City Manager and City Attorney are hereby authorized to take any and all action and to execute and deliver any and all certifications and other documents of whatever kind or description as may be necessary or appropriate in connection with the New Hotel-Motel Excise Tax and implementation of this Resolution.
3. That any and all action taken by the Mayor and Council or its officers, employees, attorneys, or members prior to the date hereof in connection with the foregoing paragraphs is ratified and affirmed to the extent necessary to affect the purpose of this Resolution.
4. That Chapter 15- Taxation and Revenue, Article II, Motel Excise Tax, Section 26 - Imposition and rate of tax and Section 27 - Collection of tax by operator of the Code of Ordinances of the City of Hinesville, Georgia shall be amended by deleting every reference to the City's current five (5%) percent HMT paid for the use or occupancy of hotel-motel rooms inside the corporate limits of the municipality, and replacing it with the City's new eight (8%) percent HMT rate.
5. That this Resolution shall take effect immediately upon its adoption and the City Clerk shall place of public record this Resolution in the minutes of the City Council; provided that the New Hotel-Motel Excise Tax shall not be levied or be effective until the letter of (i) March 1, 2022; or (ii) the first day of the second month following enactment of a local act by the General Assembly approving of the New Hotel- Motel Excise Tax, as provided in O.C.G.A. §48-13-51(b). Until the New Hotel-Motel Excise Tax is effective and implemented, the existing Hotel Ole Motel Ole Accident Ole Taxes levied by the City at the rate of five (5%) percent shall continue in full force and effect. On such date when the New Hotel-Motel Excise Tax shall be effective and implemented, the current Hotel-Motel Excise Tax of five (5%) percent shall be terminated.

SECTION 5: In the event that any phrase, clause, sentence, paragraph, or section of this Resolution shall, for any reason whatsoever, be declared invalid, unconstitutional, or otherwise

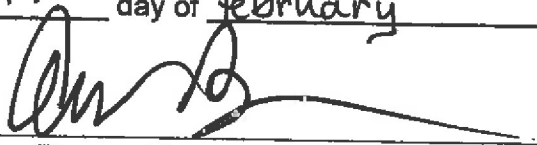
unenforceable by any court of competent jurisdiction, it is the express intent of the City Council that such invalidity, unconstitutionality, or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional, or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of this Resolution.

SECTION 6: To the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Resolution is severable from any other section, paragraph, sentence, clause or phrase of this Resolution. No section, paragraph, sentence, clause or phrase of this Resolution is mutually dependent upon any other, section, paragraph, sentence, clause or phrase of this Resolution.

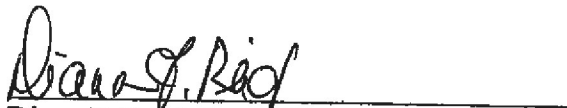
SECTION 7: Any and all resolutions, or any part or parts thereof, in conflict herewith are hereby expressly repealed. The new Hotel/Motel tax rate and allocations outlined herein shall be effective the _____ day of _____, 2022.

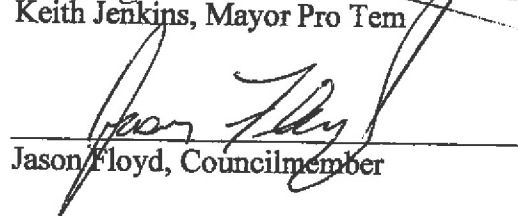
SECTION 8: The City Clerk is hereby instructed to email copies of this Resolution to all members of the Liberty County Legislative Delegation.

DULY ADOPTED by the Mayor and City Council of the City of Hinesville, Georgia on the 17th day of February, 2022.


Allen Brown, Mayor


Keith Jenkins, Mayor Pro Tem


Diana F. Reid, Councilmember


Jason Floyd, Councilmember


Vicky C. Nelson, Councilmember


Karl A. Riles, Councilmember

ATTEST:


Lia Jones, City Clerk

AN ORDINANCE TO ADOPT A HOTEL-MOTEL EXCISE TAX (HMT) OF 8 PERCENT IMPOSED UNDER THE AUTHORIZATION OF A LOCAL ACT OF THE GEORGIA GENERAL ASSEMBLY PURSUANT TO O.C.G.A. § 48-13-51(B); TO PROVIDE ADOPTION AND EFFECTIVE DATES, AND FOR OTHER PURPOSES ALLOWED BY LAW.

WITNESSETH:

WHEREAS, the City of Hinesville is authorized to adopt ordinances;

WHEREAS, the objective of the City of Hinesville is to provide for the health, safety and welfare of its residents;

WHEREAS, the City of Hinesville strives to provide clear and concise regulations that govern development, and which is also in conformance with federal standards, and

WHEREAS, the City of Hinesville strives to provide opportunities for residents to obtain flood insurance at lower rates by improving its class level in the Community Rating System,

SECTION I

ORDINANCE PREAMBLE, NAME AND CITATION

- The preamble explains the purpose of the ordinance and the objectives sought to be accomplished by it. This may include “whereas” statements listing the requisite characteristics or legal citations necessary for implementing the tax.
- The title can be named anything your government chooses; common examples are:
 - Hotel-Motel Excise Tax Ordinance of _____
 - _____ Excise Tax on Rooms Lodging and Accommodations
 - _____, Georgia Lodging Tax Ordinance
- Identify which section of the O.C.G.A. your government is citing as authorization to collect the tax.
 - Be specific, avoiding "O.C.G.A. § 48-13-50 et seq."
 - Title 48, Chapter 13, Article 3, Section 51(b).

SECTION II

INTENT, PURPOSE, AND AUTHORIZATION TO LEVY EXCISE TAX

- The intent of this ordinance is to levy an excise tax on rooms, lodgings, and accommodations to provide additional funding for the promotion of tourism, conventions, and trade shows in the City or County.
- The purpose of this ordinance is to enact an excise tax upon the furnishing for value to the public of any room or rooms, lodgings or accommodations facilitated or furnished by an innkeeper.

- This excise tax shall be imposed under the authorization of a local act of the Georgia General Assembly pursuant to O.C.G.A. § 48-13-51(b)

SECTION III DEFINITIONS

The following terms are widely used in Hotel-Motel Excise Tax statute or are specifically defined in to O.C.G.A. § 48-13-50.2. This is not an exhaustive or required list, the inclusion of certain definitions in the ordinance is at the discretion of the City or County attorney.

- (a) **Destination Marketing Organization:** a private sector nonprofit organization or other private entity which is exempt from federal income tax under Section 501(c)(6) of the Internal Revenue Code of 1986 that is supported by the tax under this article, government budget allocations, private membership, or any combination thereof and the primary responsibilities of which are to encourage travelers to visit their destinations, encourage meetings and expositions in the area, and provide visitor assistance and support as needed. O.C.G.A. § 48-13-50.2(1)
- (b) **Due Date:** The twentieth day after the close of the preceding calendar month. *The governing authority imposing the tax may provide by resolution or ordinance for quarterly or annual returns.*
- (c) **Estimated Tax Liability:** An innkeeper's tax liability under this article, adjusted to account for any subsequent change in the rate of tax imposed under this article or any substantial change in circumstances due to damage to the premises, based on his or her average monthly payments for the last fiscal year.
- (d) **Hotel:** Includes any hotel, motel, inn, lodge, tourist camp, tourist cabin, campground, or any other place in which room or rooms, lodgings, or accommodations are regularly furnished for value and shall apply to the furnishing for value of any room, lodging, or accommodation.
- (e) **Innkeeper:** (A) Any person that furnishes for value to the public any room or rooms, lodgings, or accommodations in a county or municipality and that is licensed by, or required to pay business or occupation taxes to, such municipality or county for operating a hotel, motel, inn, lodge, tourist camp, tourist cabin, campground, or any other place in which room or rooms, lodgings, or accommodations are regularly furnished for value; or (B) A dealer as defined in subparagraph (M.3) of paragraph (8) of Code Section 48-8-2 that is required to collect and remit the tax imposed by Article 1 of Chapter 8 of this title for acting as a marketplace facilitator as such term is defined in paragraph (18.1) of Code Section 48-8-2 for facilitating the furnishing for value to the public any room or rooms, lodgings, or accommodations on behalf of another person. O.C.G.A. § 48-13-50.2(2)
- (f) **Monthly Period:** Any calendar month of any year.
- (g) **Occupancy:** The use or possession, or the right to use or possession, of any room or apartment in a hotel or motel, or the right to use or possession of the furnishings or to the services and accommodations accompanying the use and possession of the room or apartment.
- (h) **Occupant:** Any person (or persons utilizing as a single unit) who, for a consideration, uses, possesses, or has the right to use or possess, any room or hotel or motel under any lease, concession, permit, right of access, license, agreement or otherwise.
- (i) **Permanent Resident:** Any occupant who as of a given date shall have occupied, or has or shall have the right of occupancy, of any guest room in a hotel for more than 30 (thirty) consecutive days.
- (j) **Person:** An individual, firm partnership, joint venture, association, social club, fraternal organization, joint stock company, corporation, nonprofit corporation or cooperative nonprofit membership, estate, trust, business trust receiver, trustee, syndicate, business entity, or any other group or combination acting as a unit, to include the plural as well as the singular number, excepting, however, the United States of America, the State of Georgia, and any political

subdivision of either thereof upon which the governing authority is without power to impose the tax herein provided.

(k) Private Sector Non-Profit Organization: A chamber of commerce, a convention and visitors bureau, a regional travel association, or any other private group organized for similar purposes which is exempt from federal income tax under Section 501(c)(6) of the Internal Revenue Code of 1986; provided, however, that a county or municipality which has prior to April 1, 1990, contracted for a required expenditure under this Code section with a private group which is exempt from federal income tax under provisions of Section 501(c) of the Internal Revenue Code other than Section 501(c)(6) may continue to contract for required expenditures with such a private group. O.C.G.A. § 48-13-50.2(3)

(l) Promoting Tourism, Conventions, and Trade Shows: Planning, conducting, or participating in programs of information and publicity designed to attract or advertise tourism, conventions, or trade shows. O.C.G.A. § 48-13-50.2(4)

(m) State Authority: An authority created by state law which serves a state-wide function, including, but not limited to, the Georgia Agricultural Exposition Authority, Georgia Aviation Authority, Georgia Building Authority, Georgia Development Authority, Georgia Environmental Finance Authority, Jekyll Island Authority, Lake Allatoona Preservation Authority, Georgia Medical Center Authority, Georgia Ports Authority, Georgia Regional Transportation Authority, State Road and Tollway Authority, Sports Hall of Fame Authority, Georgia Technology Authority, and Georgia World Congress Center Authority, but shall not mean an authority created for support of a local government or a local purpose or function and shall not include authorities such as area planning and development commissions and any organizational entities they may create, regional commissions and any organizational entities they may create, or local water and sewer authorities. O.C.G.A. § 48-13-50.2(5)

(n) Tourism Product Development: means the expenditure of funds for the creation or expansion of physical attractions which are available and open to the public and which improve destination appeal to visitors, support visitors' experience, and are used by visitors. Such expenditures may include capital costs and operating expenses. Tourism product development may include: (A) Lodging for the public for no longer than 30 consecutive days to the same customer; (B) Overnight or short-term sites for recreational vehicles, trailers, campers, or tents; (C) Meeting, convention, exhibit, and public assembly facilities; (D) Sports stadiums, arenas, and complexes; (E) Golf courses associated with a resort development that are open to the general public on a contract or fee basis; (F) Racing facilities, including dragstrips, motorcycle racetracks, and auto or stock car racetracks or speedways; (G) Amusement centers, amusement parks, theme parks, or amusement piers; (H) Hunting preserves, trapping preserves, or fishing preserves or lakes; (I) Visitor information and welcome centers; (J) Wayfinding signage; (K) Permanent, nonmigrating carnivals or fairs; (L) Airplanes, helicopters, buses, vans, or boats for excursions or sightseeing; (M) Boat rentals, boat party fishing services, rowboat or canoe rentals, horse shows, natural wonder attractions, picnic grounds, river-rafting services, scenic railroads for amusement, aerial tramways, rodeos, water slides, or wave pools; (N) Museums, planetariums, art galleries, botanical gardens, aquariums, or zoological gardens; (O) Parks, trails, and other recreational facilities; or (P) Performing arts facilities. O.C.G.A. § 48-13-50.2(6)

SECTION IV

TAX RATE

- This authorization paragraph allows for an excise tax at a rate not to exceed 8 percent of the charge for the furnishing for value to the public of any room or rooms, lodgings, or accommodations facilitated or furnished by an innkeeper.
- This section should specify a rate of either 6, 7, or 8 percent.

SECTION IV

TAX RATE

- Any action by a local governing authority to impose or change the rate of the tax authorized under this article shall become effective no sooner than the first day of the second month following its action by the local governing authority. O.C.G.A. § 48-13-51(g)(1)
- This section should state the effective date of the new rate or tax complying with the restriction in subsection (g).

SECTION VI

EXEMPTIONS

The tax imposed by this ordinance shall not apply to:

- Charges made for any rooms, lodgings, or accommodations provided to any persons who certify that they are staying in such room, lodging, or accommodation as a result of the destruction of their home or residence by fire or other casualty; O.C.G.A. § 48-13-51(h)(1)
- The use of meeting rooms and other such facilities or any rooms, lodgings, or accommodations provided without charge; O.C.G.A. § 48-13-51(h)(2)
- Any rooms, lodgings, or accommodations furnished for a period of one or more days for use by Georgia state or local governmental officials or employees when traveling on official business. Notwithstanding the availability of any other means of identifying the person as a state or local government official or employee, whenever a person pays for any rooms, lodgings, or accommodations with a state or local government credit or debit card, such rooms, lodgings, or accommodations shall be deemed to have been furnished for use by a Georgia state or local government official or employee traveling on official business for purposes of the exemption provided by this paragraph. For purpose of the exemption provided under this paragraph, a local government official or employee shall include officials or employees of counties, municipalities, consolidated governments, or county or independent school districts; O.C.G.A. § 48-13-51(h)(3)
- Charges made for continuous use of any rooms, lodgings, or accommodations after the first 30 days of continuous occupancy. O.C.G.A. § 48-13-51(h)(4)

SECTION VII

USE OF REVENUE

The ordinance should either include the minimum statutory restrictions below, or state that the revenue will be allocated in accordance with the requirements in O.C.G.A. § 48-13-51(b)(5) and O.C.G.A. § 48-13-51(b)(6).

- In each fiscal year during which a tax is collected under paragraph (2) or (3) of this subsection, an amount equal to not less than 50 percent of the total amount of taxes collected that exceed the amount of taxes that would be collected at the rate of 5 percent shall be expended for promoting tourism, conventions, and trade shows by the destination marketing organization designated by the county or municipality levying the tax; O.C.G.A. § 48-13-51(b)(5)(A).

- The remaining amount of taxes collected that exceed the amount of taxes that would be collected at the rate of 5 percent which are not otherwise expended under subparagraph (A) of this paragraph shall be expended for tourism product development. O.C.G.A. § 48-13-51(b)(5)(B).
- A county or municipality levying a tax pursuant to this subsection shall expend an amount equal to the amount of total taxes collected under this subsection which would have been collected at a rate of 5 percent in accordance with the provisions of paragraph (3) of subsection (a) of this Code section. O.C.G.A. § 48-13-51(b)(6)
- A county or municipality levying a tax pursuant to this paragraph shall expend (in each fiscal year during which the tax is collected under this paragraph (3)) an amount equal to the amount by which the total taxes collected under this Code section exceed the taxes which would be collected at a rate of 3 percent for the purpose of: (A) promoting tourism, conventions, and trade shows; (B) supporting a facility owned or operated by a state authority for convention and trade show purposes or any other similar or related purposes; (C) supporting a facility owned or operated by a local government or local authority for convention and trade show purposes or any other similar or related purposes, if a written agreement to provide such support was in effect on January 1, 1987, and if such facility is substantially completed and in operation prior to July 1, 1987; (D) supporting a facility owned or operated by a local government or local authority for convention and trade show purposes or any other similar or related purposes if construction of such facility is funded or was funded prior to July 1, 1990, in whole or in part by a grant of state funds or is funded on or after July 1, 1990, in whole or substantially by an appropriation of state funds; (E) supporting a facility owned by a local government or local authority for convention and trade show purposes and any other similar or related purposes if construction of such facility is substantially funded or was substantially funded on or after February 28, 1985, by a special county 1 percent sales and use tax authorized by Article 3 of Chapter 8 of this title, as amended and if such facility was substantially completed and in operation prior to December 31, 1993; or (F) for some combination of such purposes. Amounts so expended shall be expended only through a contract or contracts with the state, a department of state government, a state authority, a convention and visitors bureau authority created by local Act of the General Assembly for a municipality, or a private sector nonprofit organization, or through a contract or contracts with some combination of such entities, except that amounts expended for purposes (C) and (D) may be so expended in any otherwise lawful manner. O.C.G.A. § 48-13-51(a)(3)

SECTION VIII

EFFECTIVE DATE

These ordinance amendments shall become effective on ____ day of _____, 2023.

APPROVED this ____ day of _____, 2023 BY THE Mayor and Council of the City of Hinesville, Georgia.

Allen Brown, Mayor

Vicky C. Nelson, Councilmember

Diana F. Reid, Councilmember

Keith Jenkins, Mayor Pro Tem

Karl A. Riles, Councilmember

Jason R. Floyd, Councilmember

ATTEST

Lia Jones, City Clerk



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023

Agenda Item: UDO Amendments Ordinance #2023-05

Prepared by: Mardee Sanchez

Presented by: Mardee Sanchez

PURPOSE: Adopt Ordinance #2023-05 to Amend the UDO for Compliance with State of Georgia Rules and Regulations Chapter 120-3 "Rules of Fire Safety Commissioner:, said amendments to be applicable to the City of Hinesville; to provide for an effective date of November 1, 2023; and for other purposes allowed by law.

BACKGROUND: In February of 2023, the state adopted additional provisions of the International Fire Code. Some of these newly-adopted provisions are in conflict with some of the provisions in the UDO and some are new requirements. The UDO needs to be amended to remove the conflicts and to add the new requirements.

FUNDING: None.

RECOMMENDATION: Adopt Ordinance #2023-05 with an effective date of November 1, 2023.

ATTACHMENTS:

1. Ordinance #2023-05
2. Ordinance #2023-05 supplemental information

PREVIOUS COUNCIL DISCUSSION:

AN ORDINANCE TO AMEND THE LIBERTY COUNTY UNIFIED DEVELOPMENT ORDINANCE FOR COMPLIANCE WITH STATE OF GEORGIA RULES AND REGULATIONS CHAPTER 120-3 “RULES OF FIRE SAFETY COMMISSIONER”, SAID AMENDMENTS TO BE APPLICABLE TO THE CITY OF HINESVILLE; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES ALLOWED BY LAW.

WITNESSETH:

WHEREAS, one of the purposes of the Liberty County Unified Development Ordinance (UDO) to protect the public health, safety and general welfare of individuals and the community; and

WHEREAS, the State amended Rules and Regulations Chapter 120-3 in February of 2023 and some provisions in the current UDO are in conflict with these new Rules;

NOW AND THEREFORE, the City of Hinesville hereby adopts the amendments below which shall become effective on November 1, 2023.

Amendments to Division III – Development Provisions

Article 302 Table of Contents is amended to add the following section:

Sec. 302-18 Parking of trucks and Trailers

Article 302 Specific Use Provisions is amended to add the following new section:

Sec. 302-18 Parking of trucks and trailers (Not applicable in Hinesville)

- A. Within any residential district, no commercial trucks, trailers or wagons in excess of 10,000 lbs. gross vehicle weight shall be parked for storage purposes, including overnight, on any public right-of-way or on private property.
- B. Trailers of less than 10,000 lbs. gross vehicle weight, including pleasure boat trailers, collapsible camping trailers and cargo trailers, may be parked on private property in any district provided that such trailers are parked only within areas in which the principal building, accessory building or the parking of vehicles is permitted.

Amendments to Division IV – Site Plan Review

Sec. 401-6 Review Criteria subsection A is hereby amended to read as follow:

- A. Compliance with ordinance and other standards

The proposed development shall comply with the applicable provisions in Division II, the applicable standards and specifications, if any, of the municipality and the applicable provisions in State of Georgia Rules and Regulations Chapter 120-3 “Rules of Fire Safety Commissioner” currently in effect and as may be amended in the future. For convenience, excerpts of the current requirements of Chapter 120-3 are included in Appendix I of this Ordinance.

Article 402 Table of Contents for Sec. 402-2 is amended to read as follows:

Sec. 402-2 General Parking Lot Requirements

- A. Use of Parking Lots
- B. Location
- C. Surfaces and Pavement Markings
- D. Accesses
- E. Internal Driveways
- F. On-site Traffic Circulation
- G. Lighting
- H. Vehicle Overhang
- I. Fire Lanes
- J. Modifications

Sec. 402-2 General Parking Lot Requirements subsections C(1), D(1) and I are amended to read as follows and former subsection I is reassigned as subsection J:

C. Surfaces and pavement markings

- 1. Unless otherwise allowed or required herein, all parking lots shall be asphalt, concrete, permeable pavers or some other durable hard, all-weather material.

D. Accesses

- 1. Each parking lot shall have access for ingress and egress to a public street right-of-way. The number of accesses shall comply with State of Georgia Rules and Regulations Chapter 120-3 “Rules of Fire Safety Commissioner” currently in effect and as may be amended in the future (see Appendix I).

I. Fire Lanes

Fire lanes shall be provided in compliance with the State of Georgia Rules and Regulations Chapter 120-3 “Rules of Fire Safety Commissioner” currently in effect and as may be amended in the future (see Appendix I).

Amendments to Division V – Subdivisions

Sec. 504-5 Water subsection G(1) is amended to read as follows:

G. Fire protection

- 1. For developments with municipal or community water systems, appropriate water sources, water flows and pressures must be provided for fire protection. The plan review may require approval by the governing authority’s fire chief or coordinator. Hydrants shall be installed and located no more than 500 feet apart or as otherwise required by the State of Georgia Rules and Regulations Chapter 120-3 “Rules of Fire Safety Commissioner” currently in effect and as may be amended in the future (see Appendix I).

Sec. 504-7 Streets subsections A(4), B(1), C(3), D(3), D(6), E (opening paragraph) and H(4) are amended to read as follows:

A. General

4. The applicable provisions of State of Georgia Rules and Regulations Chapter 120-3 “Rules of Fire Safety Commissioner” shall apply as currently in effect and as may be amended in the future (see Appendix I).

B. Travel lanes and accommodations for parked vehicles and fire apparatus

1. The minimum width of the travel lanes indicated in Table 504.1 above shall not include the gutters. A wider road width of 26’ inclusive of the gutters shall be required around fire hydrants as required by the aforementioned Chapter 120-3.

C. Layout

3. Access to adjacent properties

- a. It is desirable to provide for street access to adjoining property. Proposed streets shall be extended to the boundary of such property and a temporary turnaround shall be provided, unless the governing authority approves another system for access.
- b. Where feasible, each subdivision shall provide at least two (2) points of access (streets) to public streets that are existing predevelopment. However, in a subdivision for one- or -two family dwellings with more than 120 dwelling units, two (2) or more accesses to streets that are existing predevelopment shall be provided in accordance with State of Georgia Rules and Regulations Chapter 120-3 “Rules of Fire Safety Commissioner” currently in effect and as may be amended in the future (see Appendix I).

D. Alignment

3. Cul-de-sacs

- a. A minor street having a permanent dead end or otherwise not having an outlet must be provided with a cul-de-sac meeting the requirements in the State of Georgia Rules and Regulations Chapter 120-3 “Rules of Fire Safety Commissioner” currently in effect and as may be amended in the future (see Appendix I). The cul-de-sac shall have a right-of-way diameter of at least 20 feet wider than the diameter of the cul-de-sac.
- b. In no cases shall a cul-de-sac be more than 900 feet in length.
- c. Temporary dead-end streets shall not be longer than 900 feet and shall be provided with a turnaround having a minimum 30-foot radius.

6. Traffic calming

- a. Measures for traffic calming shall be incorporated in the design of the street layout and network. Such measures can include stop signs at all streets at intersections, traffic circles, traffic islands, speed humps and other measures as appropriate. The configuration of traffic circles, traffic islands and the like shall provide adequate access by fire apparatus.
- b. The use of speed humps must be approved by the appropriate fire code official. If allowed, speed humps shall be asphalt and should be spaced no more than a

maximum of 500 feet apart to achieve an 85th percentile speed of 25–35 mph. To achieve greater speed reductions, space speed humps close together. Additionally, the speed humps shall meet the standard detail provided by LCPC for such and following:

- i. Slopes should not exceed 1:10 or be less steep than 1:25.
- ii. Side slopes on tapers should be no greater than 1:6.
- iii. The vertical lip should be no more than a quarter-inch high.

E. Paving and marking requirements - All streets must be prepared, paved and marked in conformance with the standards below, applicable standard specifications or the State of Georgia Rules and Regulations Chapter 120-3 “Rules of Fire Safety Commissioner” currently in effect and as may be amended in the future (see Appendix I). If there are conflicts between any of these, the provisions of Chapter 120-3 shall prevail.

H. Unpaved minor streets

4. Travel portion

- a. The travel portion shall be a minimum of 22 feet wide and have grassed shoulders with a minimum slope ratio of 3:1. This notwithstanding, if there are fire hydrants on the road, the width shall be increased in accordance with State of Georgia Rules and Regulations Chapter 120-3 “Rules of Fire Safety Commissioner” currently in effect and as may be amended in the future (see Appendix I).
- b. The driving surface shall be approved by the fire code official having jurisdiction and shall comply with the aforementioned Chapter 120-3. The top 6 inches of the travel portion shall be compacted to a minimum 95% standard proctor density. Tests for compaction shall be located no more than 500 feet apart and staggered to right and left and on centerline. Test reports shall be supplied by the developer at the request of the plan reviewer.
- c. Stabilization requirements of the travel portion shall be based on the plan reviewer’s recommendation, in conjunction with the fire code official having jurisdiction, as to the type and amount. The recommendation shall be based on consideration of the type of soils, drainage, estimated traffic volumes and types and surrounding topography.

Amendments to Division VIII – Definitions and Abbreviations

Article 802 Abbreviations is amended to include the following abbreviation:

IFC – International Fire Code.

Article 802 Definitions is amended to include the following definition:

Chapter 120-3 – State of Georgia Rules and Regulations Chapter 120-3 “Rules of Fire Safety Commissioner” currently in effect and as may be amended in the future. For convenience, excerpts of the current requirements of Chapter 120-3 are included in Appendix I of this Ordinance.

Amendments to the Appendices

Add a new appendix to read as attached.

*** end of amendments ***

APPROVED this 21st day of September, 2023, by the Mayor and Council of the City of Hinesville.

Allen Brown, Mayor

Keith Jenkins, Mayor Pro Tem

Diana F. Reid, Councilmember

Jason R. Floyd, Councilmember

Vicki C. Nelson, Councilmember

Karl A. Riles, Councilmember

ATTEST:

Signature

Printed Name and Title

Appendix I
Excerpts from State of Georgia
Rules and Regulations [Chapter 120-3](#)
“Rules of Fire Safety Commissioner”

The information provided in this appendix is for convenience only and readers are directed to the [official rules](#) published by the Georgia Secretary of State and the International Fire Code (IFC), 2018 Edition. Any discrepancies from this appendix and the official rules or the IFC does not alter the requirements of the official rules or the IFC.

IFC (2018 edition) as modified by State Rules and Regulations Chapter 120-3
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Section 202 – General Definitions

FIRE APPARATUS ACCESS ROAD – A road that provides fire apparatus access from a fire station to a facility, building or portion thereof. This is a general term inclusive of all other terms such as fire lane, public street, private street, parking lot lane and access roadway.

Section 503.1 – Fire Apparatus Access Roads

Section 503.1.1 Buildings and facilities. Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction as determined by the local Fire Chief and/or Fire Code Official of the responding fire department or agency. The fire apparatus access road shall comply with the requirements of this section and **Appendix D** of this Code.” {emphasis added}

Section 507.5 – Fire Hydrant Systems

Section 507.5.1 Where required. Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 500 feet (152 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrant and mains shall be provided where required by the local Fire Chief and/or Fire Code Official of the responding fire department or agency.

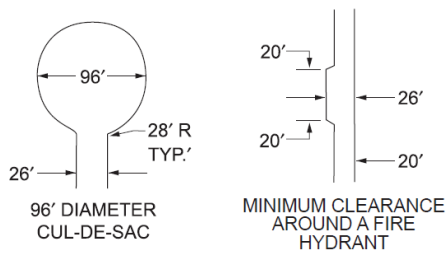
Exceptions:

1. For group R-3 and Group U occupancies, the distance requirement shall be 600 feet (183 m).
2. For buildings equipped throughout with an approved automatic sprinkler system installed in accordance with [IFC] Section 903.3.1.1 or 903.3.1.2, the distance requirement shall be 600 feet (183 m).

IFC Appendix D – Fire Apparatus Access Roads

Section D102 – Required Access

D102.1 Access and Loading. Facilities, buildings or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an approved fire apparatus access road with an asphalt, concrete or other approved driving surface capable of supporting the imposed load of fire apparatus weighing up to 75,000 pounds.

Section D103 – Minimum Specifications**Figure D103.1 (excerpt)**

D103.1 Access road width with a hydrant. Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet, exclusive of shoulders (see figure above).

Section D106 – Multiple-family Residential Developments

D106.1 – Projects having more than 100 dwelling units. Multiple-family residential projects having more than 100 dwelling units shall be equipped throughout with two separate and approved fire apparatus access roads.

Exception: Projects having up to 200 dwelling units shall have not fewer than one approved fire apparatus access road where all buildings, including nonresidential occupancies, are equipped throughout with approved automatic sprinkler systems installed in accordance with [IFC] Section 903.3.1.1 or 903.3.1.2.

D106.2 Projects having more than 200 dwelling units. Multiple-family residential projects having more than 200 dwelling units shall be equipped throughout with two separate and approved fire apparatus access roads regardless of whether they are equipped with approved automatic sprinkler systems.

D106.3 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses.

Section D107 - One- or two-family Residential Developments

Section D107.1 One- or two-family residential developments. Developments of one- or two-family dwellings where the number of dwelling units exceeds 120 shall be provided with two separate and approved fire apparatus access roads.

Exceptions:

1. Where there are more than 120 dwelling units on a single public or private fire apparatus access road and all dwelling units are equipped throughout with an approved automatic sprinkler system in accordance with [IFC] Section 903.3.1.1, 903.3.1.2 or 903.3.1.3, access from two directions shall not be required.
2. The number of dwelling units on a single fire apparatus access road shall not be increased unless fire apparatus access roads will connect with future development, as determined by the fire code official.

3. The fire apparatus access roads cannot be installed because of location on the property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided. Plans shall accompany the written request that delineate improvements to proposed fire apparatus access roads approved by the fire code official of the local responding fire department. Recommended compliance alternatives for residential developments having less than the minimum of two entrances includes, but is not limited to one of more of the following alternative remedies:
 1. Enhanced turning radii to meet local responding fire department requirements; and/or
 2. Increased road widths to meet local responding fire department requirements; or
 3. Fire Lane signs per D103.6 in locations determined by the Fire Code Official; or
 4. The absence of dead-end streets and cul-de-sacs; and unless the requirements meet or exceed Table D103.4 for Fire Apparatus Access Roads; or
 5. The primary entrance roadway being a boulevard with medians and each lane meeting fire access road widths; or
 6. Single entrance roads providing a dedicated emergency lane separating each drive lane; or
 7. Additional fire apparatus access road which is permitted to be a roadway or approved surface not accessible to motor vehicles, designed by a registered design professional to meet the loading requirements and minimum specifications of Appendix D; and this surface provides all weather conditions capabilities for emergency fire department access; or
 8. Statement by Fire Code Official that the Plans submitted meet the requirements of Exception 3 and/or Appendix D for access by local responding fire department

Pursuant to O.C.G.A. Title 25-2-12 (e)(4) the local fire official, building official, or developer may obtain a waiver when adequate access appropriate for the fire apparatus of the local responding fire department is not met or provided by using alternative methods on a waiver form designed and prescribed by the Safety Fire Commissioner. The State Fire Marshal or designated representative shall respond within 30 days for the decision for approval or disapproval or recommendations for modifications to the Plan. If the 30-day time frame is not met, the Plans submitted shall be deemed to be approved.

D107.2 – Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses.



M E M O R A N D U M

DATE: Sept. 14, 2023
TO: Hinesville Mayor and Council
FROM: Mardee Sanchez, Engineering Director
RE: Ordinance #2023-5 Supplemental Information

The following pages are excerpts from the Unified Development Ordinance (UDO) with the proposed changes annotated (**red text** is new, ~~gray stricken through text~~ is to be deleted). This is being provided for informational purposes only so that it is easy to see what the proposed changes are. Please note that Appendix I is part of Ordinance #2023-5 and, as it is all new, it is not included herein.

- d. Operational information (i.e. off or dimmed during non-business hours, motion-sensor, photo-sensor, etc.); and
- e. The seal of a qualified Georgia-registered design professional.

Sec. 401-6 Review Criteria

The plan reviewer shall approve a site plan, with or without conditions, if the proposed development meets all of the following criteria for major site plan review or all the applicable criteria for minor site plan review.

A. Compliance with ordinance and other Standards

The proposed development shall comply with the applicable provisions in Division II, ~~and~~ the applicable standards and specifications, if any, of the municipality **and the applicable provisions in State of Georgia Rules and Regulations Chapter 120-3 "Rules of Fire Safety Commissioner" currently in effect and as may be amended in the future. For convenience, excerpts of the current requirements of Chapter 120-3 are included in Appendix I of this Ordinance.**

B. Parking lots – See Article 402 [Parking Lots].

C. Pedestrian provisions – See Article 403 [Pedestrian Provisions].

D. Outdoor lighting

In addition to the parking lot lighting required in Article 402 [Parking Lots], the following lighting requirements shall apply.

- 1. Outdoor lighting fixtures shall be recessed, shielded or fully-cut off fixtures.
- 2. Lighting shall be designed to minimize glare on adjacent properties and public streets. Such design may include utilizing LED lighting with a color temperature of 3000K or lower, operating the lighting with motion-or photo-sensors, reducing lighting during non-business hours, etc.

E. Outdoor uses

- 1. Exposed areas used for accessory uses such as storage, service, HVAC and other equipment, solid waste bins, utility buildings, etc., shall be located so as to have a minimum adverse effect on adjacent properties, and shall be screened if reasonably necessary to ensure compatibility with surrounding properties.
- 2. The requirement above shall not apply to outdoor areas used as an integral part of the principal use (i.e. outdoor retail sales, event venues, etc.).

F. Landscaping

In addition to the requirements of Article 404 [Tree Protection, Landscaping and Buffering], additional landscaping or screening shall be required if needed to shield residential properties from headlights and glare.

G. Wetlands – See Article 407 [Wetland Protection]

H. Flood damage prevention – See Article 406 [Flood Damage Prevention]

I. Groundwater – See Article 408 [Groundwater Protection]

Article 402

Parking Lots

Article 402 Table of Contents

Sec. 402-1	Purpose and Applicability
Sec. 402-2	General Parking Lot Requirements
	A. Use of Parking Lots
	B. Location
	C. Surfaces and Pavement Markings
	D. Accesses
	E. Internal Driveways
	F. On-site Traffic Circulation
	G. Lighting
	H. Vehicle Overhang
	I. Fire Lanes
	J. Modifications
Sec. 402-3	Parking Spaces
Sec. 402-4	Accessible Parking Requirements
Sec. 402-5	Vehicle Stacking
Sec. 402-6	Loading Areas
Table 402.1	Required Parking Spaces
Table 402.2	Required Accessible Parking Spaces
Table 402.3	Required Stacking Spaces

Sec. 402-1 Purpose and Applicability

- A. The purpose of this Article is to reduce hazards to public safety and ensure efficient traffic flow by establishing standards for vehicle parking and stacking and for loading areas.
- B. For every building hereafter erected, extended or changed in use, and for every lot hereafter developed, there shall be provided off-street parking, stacking and loading as set forth in this Article.
- C. References herein to “parking” and “loading” shall mean “off-street parking” and “off-street loading,” respectively, unless specifically stated otherwise. References to “parking lots” shall mean all accommodations for vehicles including parking spaces, loading spaces, internal driveways and vehicle stacking.

Sec. 402-2 General Parking Lot Requirements

A. Use of parking lots

Parking lots shall not be used for the solid waste facilities, storage or sale of merchandise, vehicles for sale, vehicle repair or vehicle storage except for company vehicles. Non-required spaces or areas within a parking lot that will be used for such things shall be designated on the site plan.

B. Location

Parking shall be provided on the same parcel as the principal building it is serving. An off-site parking lot may be allowed provided it complies with the following:

1. it provides for no more than 30% of the required parking or is used exclusively for valet or attended parking;
2. it is no more than 300 feet from the main parking lot as measured along the nearest ADA-compliant path of travel;
3. it is under the same ownership as the principal use and a restrictive deeded covenant running with the land to be used for off-street parking purposes states that such land shall not be encroached upon, used, sold, leased, or conveyed for any other purpose until such time as the principal building ceases to be required to provide such off-street parking facilities. Such deed shall be duly recorded.

C. Surfaces and pavement markings

1. Unless otherwise allowed **or required** herein, all parking lots shall be asphalt, concrete, permeable pavers or some other durable hard, all-weather material.
2. Parking lots shall be striped or marked with paint for the following, as applicable:
 - a. parking spaces and any designations (e.g. accessible, compact, etc.)
 - b. accessible aisles
 - c. stacking lanes
 - d. fire lanes and other no parking areas
 - e. crosswalks
 - f. arrows or other means to direct on-site traffic circulation

D. Accesses

1. Each parking lot shall have access for ingress and egress to a public street right-of-way. **The number of accesses shall comply with State of Georgia Rules and Regulations Chapter 120-3 "Rules of Fire Safety Commissioner" currently in effect and as may be amended in the future (see Appendix I).**
2. Access shall be a minimum of 12 feet wide for one-way traffic and 24 feet wide for two-way traffic but not wider than 40 feet exclusive of any turning radii. Modifications to these widths may be allowed if it is demonstrated that such modifications are needed due to site constraints and not the project as designed and are not to the detriment of the public and overall safety of the project.
3. In no case shall there be unrestricted access along the length of a collector or arterial street and, where necessary, landscaping, curbing or other effective barriers shall be provided along lot boundaries to control access of vehicles in areas not designated as an access.
4. Accesses to state highways shall comply with GDOT standards and demonstration of such compliance (i.e. permit or other official correspondence) may be required.

impact any landscape plantings. If such design (i.e. wheel stops) effectively shortens the parking space, a longer overall length may be required to maintain a minimum usable depth of 18 feet for the space.

I. Fire Lanes

Fire lanes shall be provided in compliance with the State of Georgia Rules and Regulations Chapter 120-3 "Rules of Fire Safety Commissioner" currently in effect and as may be amended in the future (see Appendix I).

J. Modifications

1. Any modifications to an existing parking lot that impacts the number or configuration of parking, stacking or loading spaces or changes the on-site traffic circulation shall conform with the requirements of this Article.
2. Any area designated for required parking, loading or stacking shall not be changed to another use or otherwise altered until other parking facilities in conformance with this Article are established elsewhere to serve the site.

Sec. 402-3 Parking Spaces

A. Number of parking spaces required

1. The number of vehicle parking spaces required shall be as specified in Table 402.1 (at end of Article) and the number of accessible parking spaces required shall be as specified in Table 402.2.
2. In calculating the requirements in Table 402.1, the following shall apply:
 - a. Fractional spaces - If requirements result in the calculation of a fractional parking space, the number of required spaces shall be rounded up to the nearest whole number (i.e. 5.1 = 6).
 - b. Seats – If the number of required spaces is based on seats, it shall include any outdoor seating.
 - c. Employees - If the number of required spaces is based on people (i.e. doctors, staff, employees, etc.), it shall be the maximum number of such people on site at any one time.
 - d. Occupancy – If the number of required spaces is based on occupancy, it shall be the maximum occupancy allowed by local and/or state authorities.
3. If more than one use listed applies (i.e. bowling alley and indoor recreation), the requirements for the more descriptive use shall apply (i.e. bowling alley).
4. For uses that are not listed in Table 402.1, the required parking shall be based on a comparable use or, if there are no comparable uses, the applicant shall provide documentation which demonstrates the number of spaces provided are adequate for the use.
5. A business which has two distinct uses (e.g. retail sales and restaurant), parking shall be provided for the use that requires the most spaces.

- F. **Service connections** - When a water main is installed within the right-of-way for a street with abutting lots, a water service line shall be stubbed out to the property line to serve each lot before the installation of curb and gutters and before the street is surfaced. If a service connection is installed that will not be used (e.g. the lot it was going to serve will no longer need service or was eliminated), the removal of the service connection may be required in a manner specified by the plan reviewer.
- G. **Fire protection**
1. For developments with municipal or community water systems, appropriate water sources, water flows and pressures must be provided for fire protection. The plan review may require approval by the governing authority's fire chief or coordinator. Hydrants shall be installed and located no more than 500 feet apart **or as otherwise required by the State of Georgia Rules and Regulations Chapter 120-3 "Rules of Fire Safety Commissioner" currently in effect and as may be amended in the future (see Appendix I).**
 2. To provide redundancy for fire protection, developments connected to the municipal water system which have two or more accesses to existing streets (see Sec. 504-7(C)(3) [access to adjacent properties]) shall provide at least two connections to the existing water system unless it can be demonstrated sufficient redundancy is otherwise provided. Each connection to the municipal system shall be a water main not less than 6 inches in diameter unless the water main being tapped is smaller than 6 inches.
 3. For developments of more than 10 lots and where all lots are an acre or larger and served by individual private water systems, dry hydrants or other means of fire protection shall be considered.
 4. For either of the following developments with individual water systems, no provision for community or central fire protection is required, but individual building protection (such as sprinkler systems) is encouraged:
 - a. subdivisions with 10 or fewer lots and all lots are an acre or larger; or
 - b. subdivisions with any number of lots, all of which are 3 acres or larger.

Sec. 504-6 Sewer

- A. **Review by others** – Review and/or approval by other departments may be required as outlined in Sec. 504-5(A) above.
- B. **Connection to municipal system**
1. Subdivisions located in or adjacent to any municipality or located within 500 feet to an existing municipal water system, shall connect to that municipal water system unless the municipality certifies that it will not supply water to the proposed development.
 2. Construction of the water system components shall comply with the municipality's standard and specifications and/or the standards and specifications of EPD.
- C. **Connection to private system** - Subdivisions that will not be served by a municipal sewer system as described above and which are located adjacent to an existing private sewer system may connect to that system provided the owner agrees to the connection in writing

(recording of this document may be required) and the existing system is capable of providing adequate treatment and disposal.

D. Community system

1. In areas not served by municipal sewer systems or other public systems, a community sewer system shall be installed in a subdivision with 50 or more lots or with potential for 50 or more lots.
2. Variances
 - a. A variance from this requirement for subdivisions with 50-100 lots or the potential for that many lots may be granted by the governing authority if all the lots are 1 acre or larger and the soil conditions are able to support the required number of on-site sewage disposal systems. At a minimum, the variance request must be accompanied by a detailed soils report by a qualified professional attesting to the conditions of the site and any other information necessary to ascertain compliance with applicable standards for the on-site systems. The plan reviewer shall provide a recommendation to the governing authority, which shall act on the request.
 - b. For subdivisions with over 100 lots or with potential for more than 100 lots, a variance from the requirement for a community sewer system may be granted only if all the lots are 5 acres or larger, the soil conditions are able to support the required number of on-site sewage disposal systems and if the conditions for granting the variance as outlined above exist. The variance request must be accompanied by a detailed report by a qualified soil professional and a qualified engineer attesting to the conditions of the site. The plan reviewer shall provide a recommendation to the governing authority, which shall act on the request.

E. Individual septic system - Individual septic systems are allowed if connection to a municipal system is not required, connection to an existing private system is not an option and a variance has been granted such that a community sewer system is not required.

F. Service connections - When a sewer line is installed within the right-of-way for a street with abutting lots, a sewer service connection shall be stubbed out to the property line to serve each lot before the installation of curb and gutters and before the street is surfaced. If a service connection is installed that will not be used (e.g. the lot it was going to serve will no longer need service or was eliminated), the removal or capping of the service connection may be required in manner specified by the plan reviewer.

G. Pump stations – Controls for pump stations shall not be mounted on wood but on stainless steel or other such durable material as allowed by the plan reviewer upon consultation with the county or city engineer or the operator of the sewer system.

Sec. 504-7 Streets

A. General

1. There shall be no private streets platted in any subdivision.
2. Reserved strips or tracts at the terminus or along a new street shall be prohibited.
3. The general design standards for streets shall be as shown in Table 504.1 below.

- 3.4. The applicable provisions of State of Georgia Rules and Regulations Chapter 120-3 "Rules of Fire Safety Commissioner" shall apply as currently in effect and as may be amended in the future (see Appendix I).

Table 504.1 – General Street Design Standards

	Min. ROW (ft.)	Min. Travel Lane Width (ft.)	Design Speed (MPH)	Min. Vertical Curve Radius (ft.)	Min. Stopping Distance (ft.)
Local	60	11	30	275	200
Collector	60	12	35	350	240
Arterial	80	12	40	500	275

B. Travel lanes and accommodations for parked vehicles and fire apparatus

1. The minimum width of the travel lanes indicated in Table 504.1 above shall not include the gutters. A wider road width of 26' inclusive of the gutters shall be required around fire hydrants as required by aforementioned Chapter 120-3.
2. In order to prevent residents' cars from parking on or otherwise impeding sidewalks within a residential subdivision, if the front setback requirement is less than 20 feet, at least one of the following shall be provided:
 - a. travel lanes at least 13 feet wide and no prohibition on overnight parking on one side of the street,
 - b. parking spaces along the street (outside of the travel lanes), and/or
 - c. off-street pocket parking lots conveniently located for residents.

C. Layout

1. Conformity to existing maps or plans - The location and width of all proposed streets shall be in conformity with official plans and maps and with existing amended plans of the governing authority.
2. Continuity
 - a. The proposed street layout shall be coordinated with the street system of the surrounding area. Where possible, existing major streets shall be extended to connect with adjacent properties and the use of cul-de-sacs should be avoided, except when no other option is feasible.
 - b. Provisions for internal circulation for vehicles, pedestrians, and bicycles should be incorporated into the development, and the ability to provide cross access to adjacent parcels should be considered.
3. Access to adjacent properties
 - a. It is desirable to provide for street access to adjoining property. Proposed streets shall be extended to the boundary of such property and a temporary turnaround

shall be provided, unless the governing authority approves another system for access.

- b. Where feasible, each subdivision shall provide at least two (2) points of access (streets) to public streets that are existing predevelopment. However, in a subdivision ~~for one- or -two family dwellings~~ with, or the potential for, ~~seventy-five (75) or more lots~~ **more than 120 dwelling units**, two (2) or more accesses to streets that are existing predevelopment shall be provided **in accordance with State of Georgia Rules and Regulations Chapter 120-3 "Rules of Fire Safety Commissioner" currently in effect and as may be amended in the future (see Appendix I).** ~~unless the development can meet the standards for a variance as provided for in Section 501-8 [Variances].~~

4. Minor streets

- a. Minor streets shall be so laid out that their use by through-traffic will be discouraged.
- b. Houses fronting on minor streets shall have access from minor streets only.
- c. Other provisions for unpaved minor streets are included in Sec. 501-9 [Exceptions] and subsection G below.

5. Alleys

- a. Service alleys, drives and lanes may be required in multiple dwelling, commercial and industrial developments and shall have a minimum surface treatment width of 15 feet.
- b. Service alleys, drives and lanes shall not be allowed in one-family and two-family subdivisions unless the subdivider provides evidence satisfactory to the governing authority of the need for them.

6. Railroads and highways - Railroad ROWs and limited access highways where so located as to affect the subdivision of adjoining lands shall be treated as follows:

- a. In residential districts, a buffer strip not less than 25 feet in depth in addition to the normal depth of the lot required in the district shall be provided adjacent to the railroad ROW or limited access highway. This strip shall be part of the platted lots and shall be so designated on the plat: "This strip is reserved for the planting of trees and shrubs by the owner. The placement of structures hereon is prohibited."
- b. In districts zoned for business, commercial, or industrial uses, the nearest street extending parallel or approximately parallel to the railroad shall, wherever practical, be at a sufficient distance therefrom to ensure suitable depth for commercial or industrial sites.
- c. All other streets which are parallel to the railroad, when intersecting a street that crosses the railroad at grade, shall, to the extent practicable, be at a distance of at least 150 feet from the railroad ROW. Such distance shall be determined with due consideration of the minimum distance required for future separation of grades by means of appropriate approach gradients.

D. **Alignment**

1. Street jogs - Street jogs with centerlines offset by less than 150 feet are prohibited.

2. Right-angle intersections - Street intersections shall be as nearly at right angles as practicable.
3. Cul-de-sacs
 - a. A minor street having a permanent dead end or otherwise not having an outlet must be provided with a cul-de-sac meeting the requirements in the State of Georgia Rules and Regulations Chapter 120-3 "Rules of Fire Safety Commissioner" currently in effect and as may be amended in the future (see Appendix I). ~~having a roadway diameter of at least 80 feet and~~ The cul-de-sac shall have a right-of-way diameter of at least 100-20 feet wider than the diameter of the cul-de-sac.
 - b. In no cases shall a cul-de-sac be more than 900 feet in length.
 - c. Temporary dead-end streets shall not be longer than 900 feet and shall be provided with a turnaround having a minimum 30-foot radius.
4. Horizontal curves
 - a. Where a deflection angle of more than 10° occurs in the alignment of a marginal access or minor street, a curve of reasonable radius shall be introduced.
 - b. A curve shall be introduced at any change in direction of a collector, industrial or commercial service street or major thoroughfare. The centerline radius of curvature shall be as indicated below:
 - i. major thoroughfares – as determined by GDOT or the plan reviewer.
 - ii. collector, industrial or commercial service streets - not less than 350 feet.
 - iii. minor streets - not less than 150 feet unless the topography of the land to be subdivided makes this impractical.
5. Grades - All streets should have a minimum grade of not less than 0.50% in Hinesville and 0.30% in all other jurisdictions. Maximum grades shall be as indicated below:
 - a. major thoroughfares – as established by the plan reviewer.
 - b. collector streets – 8% unless topographic conditions make this impractical.
 - c. minor residential streets – 15% unless topographic conditions make this impractical.
6. Traffic calming—
 - a. Measures for traffic calming shall be incorporated in the design of the street layout and network. Such measures can include stop signs at all streets at intersections, traffic circles, traffic islands, speed humps and other measures as appropriate. The configuration of traffic circles, traffic islands and the like shall provide adequate access by fire apparatus.
 - ~~a.b.~~ b. The use of ~~if~~ speed humps ~~are to be used, they~~ must be approved by the appropriate fire code official. If allowed, speed humps shall be asphalt and should be spaced no more than a maximum of 500 feet apart to achieve an 85th percentile speed of 25–35 mph. To achieve greater speed reductions, space speed humps close together. Additionally, the speed humps shall meet the standard detail provided by LCPC for such and following:
 - i. Slopes should not exceed 1:10 or be less steep than 1:25.

- ii. Side slopes on tapers should be no greater than 1:6.
- iii. The vertical lip should be no more than a quarter-inch high.

E. **Paving and marking requirements** - All streets must be prepared, paved and marked in conformance with the standards below, ~~or~~ applicable standard specifications **or the State of Georgia Rules and Regulations Chapter 120-3 "Rules of Fire Safety Commissioner" currently in effect and as may be amended in the future (see Appendix I). If there are conflicts between any of these, the provisions of Chapter 120-3 shall prevail.**

1. **Subgrade** - The subgrade shall be 24 inches of compacted subgrade material compacted to a minimum of 95% density.
2. **Base** - The base shall consist of a graded aggregate base course screened 1½ inches or smaller with a thickness of 6 inches after being thoroughly compacted and constructed.
 - a. All materials shall be secured from an approved source and shall conform to GDOT's minimum acceptable standards for this area.
 - b. As soon as the base material has been spread and mixed, the base shall be brought to approximate line, grade and cross-section and then rolled with a sheepfoot roller until the roller walks out and finally with a pneumatic tire or general-purpose roller until full thickness of the base course has been compacted thoroughly. Defects shall be remedied as soon as they are discovered. New materials shall be added if necessary and defective portions shall be entirely removed.
 - c. The base course shall be maintained under traffic and kept free from ruts, ridges and dusting, true to grade and cross-section until it is primed.
 - d. No base material shall be deposited or shaped when the subgrade is frozen or thawing or during unfavorable weather conditions.
3. **Wearing surface** - The wearing surface shall consist of 1½ inches thick bituminous aggregate plant mix Type "E" or "F" or approved equivalent and shall be placed in accordance with the latest edition of the GDOT Standard Specifications for Roads and Bridges.
4. **Pavement marking** – At a minimum, all stop bars shall be marked. Centerlines and crosswalks shall be painted on and across all collector and arterial streets. Such pavement markings shall conform to GDOT standards. Stop bars and crosswalks shall be shown on the construction plans.

F. **Drainage**

1. **Inlets**
 - a. Inlet spacing shall be limited to a maximum distance of 500 feet for Hinesville only and 600 feet for all other jurisdictions unless it can be demonstrated that farther spacing is required for reasons other than minimizing construction costs and that it will not create an undue burden on the municipality nor have a detrimental effect on the residents in the subdivision or the travelling public.
 - b. In all jurisdictions except Hinesville, gutter spread shall be measured from face-of-curb. Inlets shall be placed such that, for a Type II, 24-hour, 10-year storm frequency, the gutter spread does not exceed 8 feet for an inlet with another inlet

on the opposite side of the street. A gutter spread not exceeding 10 feet shall be allowed on a local street if there is no inlet on the opposite side of the street.

- c. In Hinesville only, inlets shall be placed such that, for a Type II, 24-hour, 10-year storm frequency, the gutter spread does not extend more than 2 feet into the paved portion of the street.

2. Flumes

Flumes shall be designed such that the velocity shall be between 2 and 15 feet per second for the Type II, 24-hour, 25-year storm. Higher velocities may be allowed if it is demonstrated that existing site constraints – and not the general design of the drainage system – necessitates the need to exceed the velocity requirement and extra measures are taken to prevent damage from scour in the flume and erosion at the outlet.

3. Adjacent to Wetlands (*applicable in Hinesville only*)

- a. If a street ROW is adjacent to a wetland, the centerline of the portion of the street so adjacent shall be a min. of 2 feet above the average grade of the wetland or the water level in the wetland, whichever is higher.
- b. If drainage from a street directly discharges to a wetland (i.e. doesn't discharge to a pond first), the centerline of the portion of the street that flows to the point of discharge shall be a min. of 2 feet above the average grade of the wetland or the water level in the wetland, whichever is higher.

G. **Street names and signage**

1. All proposed street names shall be approved by the applicable entity authorized to do so. It shall be unlawful for any person in laying out any new street or road to name such street or road on any plat, by marking, or in any deed or instrument, without first getting said approval.
2. Street name signs shall be installed at all intersections within a subdivision.
3. The developer shall purchase all necessary traffic control signs in accordance with the MUTCD including but not limited to stop, speed limit, do not enter, etc., or pay into a signage fund. The municipality shall install the speed limit signs but the developer shall be responsible for the installation of all other signs. For public safety reasons, all street name signs shall be installed as soon as possible after final plat approval.

H. **Unpaved minor streets** - All unpaved minor streets which are approved as an Exception in Sec. 501-9 [Exceptions] shall be designed and constructed in accordance with the following minimum specifications and standards:

1. The street shall have a minimum ROW of 60 feet wide, with the roadbed and travel portion of the street centered within the ROW.
2. The roadbed shall be a minimum of 30 feet wide with a minimum crown of 6 inches to centerline.
3. Where necessary for drainage, roadside ditches shall have a flat bottom with a minimum width of 24 inches. All back slopes where required will consist of a minimum slope ratio of 2:1.
4. Travel portion

- a. The travel portion shall be a minimum of 22 feet wide and have grassed shoulders with a minimum slope ratio of 3:1. **This notwithstanding, if there are fire hydrants on the road, the width shall be increased in accordance with State of Georgia Rules and Regulations Chapter 120-3 "Rules of Fire Safety Commissioner" currently in effect and as may be amended in the future (see Appendix I).**
 - b. **The driving surface shall be approved by the fire code official having jurisdiction and shall comply with the aforementioned Chapter 120-3.** The top 6 inches of the travel portion shall be compacted to a minimum 95% standard proctor density. Tests for compaction shall be located no more than 500 feet apart and staggered to right and left and on centerline. Test reports shall be supplied by the developer at the request of the plan reviewer.
 - c. Stabilization requirements of the travel portion shall be based on the plan reviewer's recommendation, **in conjunction with the fire code official having jurisdiction**, as to the type and amount. The recommendation shall be based on consideration of the type of soils, drainage, estimated traffic volumes and types and surrounding topography.
5. All drainage culverts for unpaved streets shall be of material specifications according to the GDOT. A minimum of one (1) foot of cover on all pipes is required.
 6. All unpaved streets that tie into paved streets shall require a 24-foot-long apron paved in accordance with minimum paving requirements of subsection E above.
- I. **Existing streets** - If the subdivision abuts an existing street which does not meet the minimum ROW as indicated in the street design standards in Table 504.1, half of the ROW deficiency shall be dedicated along the frontage of the property to be subdivided (i.e. if the existing ROW is 40 feet and it requires 60 feet, the ROW along the frontage of the property to be subdivided shall be increased by 10 feet).

Sec. 504-8 Curbs and Gutters

- A. Concrete curbs and gutters shall be installed along new streets. Existing public streets that are included in or are adjacent to the development or subdivision shall be developed and improved to the same curb and gutter and sidewalk standards as new streets. This notwithstanding, the governing authority may approve streets without curbs and gutters when the development is designed to be of "low impact design" to reduce the quantity and enhance the quality of stormwater runoff.
- B. The width of the curb and gutter shall not be less than 24 inches. A narrower width may be approved by the plan reviewer upon demonstration by the subdivider that meeting this requirement is not feasible and a narrower width would not be a detriment to the safety of the general public. A wider width may be required to provide adequately for unusual soil conditions, extraordinary traffic volume or other abnormal conditions.

Sec. 504-9 Sidewalks and Crosswalks

- A. Sidewalks shall be installed on both sides of all new streets. Existing public streets that are included in or are adjacent to the development or subdivision shall be developed and improved to the same sidewalk standards as new streets. The governing authority may waive the requirement for a sidewalk where unusual conditions exist which eliminate the necessity for sidewalks. Where a waiver is granted, the developments may be required to

Article 802

Abbreviations

The following abbreviations represent the shortened form of the word or phrase indicated.

Ac.	acre(s)/acreage
ADA	Americans with Disabilities Act
ANSI	American National Standards Institute
APZ	accident potential zone
ATM	automatic teller machine(s)
BFE	base flood elevation
BMP	best management practices
BOH	Liberty County Board of Health/Health Dept.
CO	certificate of occupancy
CZ	clear zone
DNL	decibel noise level
DNR	Georgia Department of Natural Resources
DW	double-wide
EPD	Environmental Protection Division of the DNR
ES&PC	erosion, sediment and pollution control
FAA	Federal Aviation Administration
FCC	Federal Communications Commissions
FEMA	Federal Emergency Management Administration
Ft.	feet/foot
FWS	US Department of Fish and Wildlife
GDOT	Georgia Department of Transportation
GDP	general development plan (for planned unit development)
GIS	Geographic information system (mapping)
HUD	US Dept. of Housing and Urban Development
HVAC	heating, ventilation and air conditioning
IFC	International Fire Code
LCPC	Liberty Consolidated Planning Commission
LDA	land disturbing activity
LED	light-emitting diode
LOMC	letter of map change
MH	mobile home or manufactured home
MIZOD	Military Installation Zoning Overlay District
MUTCD	Manual of Uniform Traffic Control Devices
NA or N/A	not applicable
NFPA	National Fire Protection Association
NPRL	non-potable reuse water line (a.k.a. "purple pipe")
NZ	noise zone
OCCA	Official Code of Georgia Annotated
OSSMS	on-site sewage management system
PUD	planned unit development

Building – Any structure designed or built for the support, shelter, housing or enclosure of persons, animals or property of any kind.

Building line – The line which represents the distance a building or structure must be set back from a lot boundary line or a street right-of-way line according to the requirements of this Ordinance.

Building site – A single parcel of land under one ownership, occupied or intended to be occupied by a building or structure.

Café – An establishment where customers are served coffee and other beverages as well as snacks or light meals. This term is not synonymous with “restaurant” or “bar”.

Camp – A use of land with living accommodations where people usually eat together in a central dining facility and spend a limited amount of time and who are there for a shared purpose, such as for education or spirituality, or for participating in organized activities, sports, arts and crafts, etc. Examples include summer camps, church camps, girl scout camps, and retreats.

Care center – A facility that provides care and supervision for children or adults for fewer than 24 hours a day and which is licensed by the State of Georgia.

Chapter 120-3 – State of Georgia Rules and Regulations Chapter 120-3 “Rules of Fire Safety Commissioner” currently in effect and as may be amended in the future. For convenience, excerpts of the current requirements of Chapter 120-3 are included in Appendix I of this Ordinance.

Child care institution – An institution, such as an orphanage, of which children are permanent residents.

Club – A facility for a social, educational or recreational purpose but not primarily for profit or to render a service or other commercial activity which is customarily carried on as business.

Co-location – means the placement of the antennas of two (2) or more service providers upon a single tower or alternative tower structure.

Conditional use – A land use permitted in a specific zoning district only upon approval by the governing authority.

Condominium (building) – A building containing three or more attached individually owned dwelling units and related, jointly owned, common areas under condominium or cooperative ownership.

Conference center – A building or part thereof with space for meetings, events and other such functions that may include meal service for guests at the functions.

Cultural facility – A building which offers programs or exhibits of cultural, educational, historic or scientific interest. Such facility may include educational classes and limited retail sales (i.e. gift shop). Examples include museums, libraries and art galleries.

Day care center – A commercial business located in a dedicated facility in which caretakers care for children for fewer than 24 hours a day, without transfer of legal custody.



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023

Agenda Item: FY 2024 Transit Trust Fund Program Application

Prepared by: Kendra Ivy

Presented by: Ryan Arnold

PURPOSE: To Present for Mayor and Council Consideration, Approval of Liberty Transit's FY 2024 Transit Trust Fund Program Application.

BACKGROUND: The GDOT Transit Trust Fund Program (TTFP) is funded by the Transit Trust Fund (TTF). During the 2020 legislative session, the Georgia General Assembly passed HB 105 (as codified at O.C.G.A. § 48-13-140) establishing fees on for-hire ground transport services, intended to fund transit projects within the State.

On August 31, 2023, Staff received notice that \$87,658 TTFP funds had been allocated to the City of Hinesville Liberty Transit system. Applications are due by September 30, 2023. Currently, Liberty Transit is operating with a 2009 cardquest fare card system that is no longer supported by the manufacturer and is an end-of-life system. Staff recommends utilizing the allocation to begin phasing in a replacement system.

FUNDING: \$87,658 grant funds
 0 matching funds
 \$87,658 total project

RECOMMENDATION: Approval of Liberty Transit's FY 2024 Transit Trust Fund Program application for \$87,658.

ATTACHMENTS:

1. FY2024_TTFP_Allocations

PREVIOUS COUNCIL DISCUSSION: None

Georgia Department of Transportation
Transit Trust Fund Program
2022 Distribution to Transit Agencies

Multi-County/Regional Transit Agencies - GDOT 5311 Rural Subrecipients*	Transit System Name	TTFP Allocation	Service Area
Coastal Regional Commission	Coastal Regional Commission Transit	\$1,220,519	Bryan, Bulloch, Camden, Effingham, Long, McIntosh, Screven counties
Lower Chattahoochee Regional Transportation Authority	Lower Chattahoochee Regional Transportation Authority (LCRTA)	\$345,915	Quitman, Randolph, Stewart, Chattahoochee and Harris counties
North Georgia Community Action, Inc.	North Georgia Community Action - Mountain Area Transit System (MATS)	\$630,757	Fannin, Gilmer, Gordon, Pickens, Murray counties
Southern Georgia Regional Commission	Southern Georgia Regional Public Transit	\$1,368,678	Bacon, Ben Hill, Berrien, Brantley, Brooks, Charlton, Coffee, Cook, Irwin, Pierce, Tift, Turner, Ware counties
Southwest Georgia Regional Commission	Southwest Georgia Regional Transit	\$1,243,301	Baker, Calhoun, Colquitt, Decatur, Early, Grady, Lee, Miller, Mitchell, Seminole, Terrell, Worth counties
Three Rivers Regional Commission	Three Rivers Regional Transit System	\$1,001,611	Butts, Carroll, Lamar, Meriwether, Pike, Spalding, Upson counties

Large Urbanized Area Transit Agencies - FTA 5307 Direct Recipients	Transit System Name	TTFP Allocation	Service Area
Chatham Area Transit	Chatham Area Transit	\$396,664	Urbanized Area of Savannah, GA
City of Augusta	Augusta Transit	\$277,535	Urbanized Area of Augusta, GA
City of Columbus	METRA	\$277,958	Urbanized Area of Columbus, GA

Small Urbanized Area Transit Agencies - GDOT 5307 Subrecipients	Transit System Name	TTFP Allocation	Service Area
Athens-Clarke County	Athens-Clarke County Transit	\$172,844	Urbanized Area of Athens-Clarke County
Cartersville-Bartow County	Bartow County Transit	\$146,287	Urbanized Area of Cartersville-Bartow County
City of Albany	Albany Transit System	\$165,243	Urbanized Area of Albany, GA
City of Hinesville	Liberty Transit	\$87,658	Urbanized Area of Hinesville, GA
City of Rome	Rome Transit Department	\$132,428	Urbanized Area of Rome, GA
City of Valdosta	Valdosta On-Demand	\$158,846	Urbanized Area of Valdosta, GA
Gainesville-Hall County	Hall Area Transit	\$272,872	Urbanized Area of Gainesville-Hall County
Macon-Bibb County	Macon-Bibb Transit Authority	\$211,363	Urbanized Area of Macon-Bibb County

*5307 Counties are excluded from the Regional Transit Totals.
*The difference in distribution amounts are based on Census data.



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023

Agenda Item: Liberty Transit RFP 2023-05 Third Party Operating Services

Prepared by: Ryan Arnold

Presented by: Ryan Arnold

PURPOSE: To Present for Mayor and Council Consideration, RFP 2023-05 Liberty Transit Third Party Operator Services Bid Opening.

BACKGROUND: On November 1, 2020, First Transit assumed Third Party Operator management services of the Liberty Transit Public Transportation System from Transdev. The current contract is for three years with two additional one-year extensions. The initial three-year contract ends October 31, 2023.

In the Fall of 2022, First Transit requested that the minimum starting wage be increased to \$18.00 per hour. The increase would facilitate an increase in the revenue service hour from \$84.69 to \$87.43. The request and supporting documentation was submitted to GDOT for review. In December 2022 GDOT completed its review and determined that the contract would need to be re-bid.

On June 5, 2023, an RFP was issued for Third Party Operator Services. On July 20, 2023, at the published deadline, four proposals were received. Three of the four proposals were deemed acceptable to advance to the next round of review.

On August 7, 2023, the technical coordinating committee met to review the three proposals for the next round of finalists' submissions and prepared a scoring sheet for each. The committee members determined that a minimum score of 70% of the available points (or 63 points) was the minimum threshold needed to be considered as a finalist to advance to the next round.

On August 16, 2023, the technical coordinating committee scored the remaining three proposals to determine the finalists (phase I evaluation) to advance to the phase II round, oral interviews. The two finalists advancing were MV Transportation with a technical score of 65.25 points and RTW Management, Inc. with a technical score of 65.25 points. The proposal from First Transit/Transdev scored a total of 47 points, disqualifying them from advancing to the next round to be interviewed as a finalist.

On September 5, 2023, finalist interviews were conducted and RTW received the highest score. Cost proposals were then opened.

FUNDING: \$1,028,727 is included in the Transit Grant Fund for Third Party Operating.
Approximately 60% of the cost is offset by grant funds.

RECOMMENDATION: Approval of a Notice Of Intent to Award RFP 2023-05 Liberty Transit Third Party Operator services to RTW Management, Inc. and authorization for staff to enter into contract negotiations.

ATTACHMENTS:

1. Attachment 1. Bid Tab
2. Attachment 2. Cost Comparison

PREVIOUS COUNCIL DISCUSSION: N/A

RFP 2023-05 Liberty Transit Third Party Operating services Bid Opening

Company	Location	Experience 10pts.	Description of Management 20pts.	Track Record 20pts.	Key Financial, Staffing, Management, Training, Start- up, and Resources 5pts	Implementation Plan 5pts.	Vehicle Maintenance Plan A 5pts.	Vehicle Maintenance Plan B 5pts.	Reference Responses 20pts.	Cost proposal 10pts	Total pts. Awarded
RTW Management Inc.	Salt Lake City, UT	7.125	15.625	19.375	2	4.375	4.375	4.625	11	10	78.5
MV Transportation Inc.	Dallas, TX	9	14.125	16	3	3.25	2.875	3.375	10.75	0	62.38
First Transit/ Transdev	Lombard, IL	8.25	11	14	4	3.5	1.75	1.5	3	did not meet finalist selection criteria	47
Transitions	Garden, FL	not responsive									

RFP 2023-05 Liberty Transit Third Party Operator Cost Proposal Summary

Company	Year 1	Year 2	Year 3	Year 4	Year 5
Transdev/First Transit (current Provider)*	\$ 87.43	\$ 89.22			
MV	\$ 105.04	\$ 102.68	\$ 107.34	\$ 109.86	\$ 112.31
RTW	\$ 73.00	\$ 73.00	\$ 73.00	\$ 74.46	\$ 74.46

*Increase requested in 2022



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023

Agenda Item: Bid Opening for Kaiser S8 Ditch Spyder in FY 2023 Budget

Prepared by: Darlene Parker

Presented by: Gary Gillard

PURPOSE: To Present for Mayor and Council Consideration, Bid Opening for 2023 Kaiser S8 Ditch Spyder

BACKGROUND: The Spyder was budgeted in FY2023 as a financed purchase with a cost of \$500,000. The bid price came in at \$550,785.00. This is \$50,785.00 over the budgeted cost. This results in additional annual debt service in the amount of \$11,500.

FUNDING: Budget amount for \$500,000.00 was approved for Lease purchase approved in FY 2023 budget

RECOMMENDATION: Approval of bid award to Great Southern Equipment for 2023 Kaiser S8 Ditch Spyder in the amount of \$550,785.00

ATTACHMENTS:

1. 2023 Kaiser S8 Ditch Spyder Bid Tabulation Sheet

PREVIOUS COUNCIL DISCUSSION: None

BID TABULATION SHEET

DATE: September 14, 2023

FOR: Ditch Spyder

DEPARTMENT: Stormwater Utility

AMOUNT BUDGETED: Lease purchase approved in FY23 budget

COMPANY NAME	PRODUCT OR TYPE	BID AMOUNT
Great Southern Equipment, LLC 1023 50 th Street Tamp, FL 33619 Lanny Hollifield	Kaiser S8 Gator	\$550,785.00
Kaiser Premier 2550 Bijou Avenue Fort Morgan, CO 80701 Michael Kohn	Kaiser S8 Gator	\$585,055.00

*Recommend purchase from Great Southern Equipment, LLC



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023

Agenda Item: 2025 Section 5307 Grant
Application Resolution #2023-16

Prepared by: Kendra Ivy

Presented by: Ryan Arnold

PURPOSE: To Present for Mayor and Council Consideration, a request for authorization from Mayor and Council to submit a grant request to the Georgia Department of Transportation for the 2024 State Fiscal Year Section 5307 Urbanized Area Grant application.

BACKGROUND: Hinesville is considered an Urbanized Area by the Federal Transit Administration because its population is under 200,000 and therefore, eligible for Section 5307 funding. This years funding includes: Operational Cost, 1 FTE Transit Manager, Surveillance equipment of the bus yard, Environmental review of the next infrastructure improvement project, Implementation of the anticipated Transit Development Plan Improvements, and replacement of the farebox card readers.

FUNDING:

Federal Request	\$ 833,720
State Request	\$ 130,315
Required Local Contribution	<u>\$ 714,680</u>
Total Required Funding	\$ 1,548,400

RECOMMENDATION: Approval of Resolution #2023-16

ATTACHMENTS:

1. FY 25 5307 Summary Budget
2. FY 2025 5307 Resolution

PREVIOUS COUNCIL DISCUSSION: N/A



FY 2025 Georgia Department of Transportation 5307 Grant Application

SUMMARY BUDGET

FY 2025 5307 Gant Application				
Type of Project Assistance	Federal Share of Funding	State Share of Funding	Local Share of Funding	Total Funding
Capital - Vehicles	\$0	\$0	\$0	\$0
Capital - All Other Items	\$452,240	\$56,530	\$56,530	\$565,300
Operating	\$454,050		\$454,050	\$908,100
Planning	\$60,000	\$7,500	\$7,500	\$75,000
TOTAL:	\$966,290	\$64,030	\$518,080	\$1,548,400

FY 2024 5307 Grant Application				
Type of Project Assistance	Federal Share	State Share	Local Share	Total Funding
Capital - Vehicles	\$ 120,000	\$ 15,000	\$ 15,000	\$ 150,000
Capital - All Other Items	\$ 402,888	\$ 50,361	\$ 50,361	\$ 503,610
Operating	\$ 397,658		\$ 397,658	\$ 795,316
Planning	\$ 40,000	\$ 5,000	\$ 5,000	\$ 50,000
TOTAL:	\$ 960,546	\$ 70,361	\$ 468,019	\$ 1,498,926

CITY OF HINESVILLE

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HINESVILLE,
GEORGIA DECLARING THE GEORGIA DEPARTMENT OF TRANSPORTATION
FY2025 SECTION 5307 GRANT APPLICATION**

Resolution authorizing the filing of an application with the Department of Transportation, United States of America, and Georgia Department of Transportation, for a grant under Title 49 U.S.C., Section 5307.

WHEREAS, the Secretary of the U.S. Department of Transportation and the Commissioner of the Georgia Department of Transportation are authorized to make grants for mass transportation projects;

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant;

WHEREAS, it is required by the U.S. Department of Transportation in accord with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under Title 49 U.S.C. Section 5303 the Applicant gives an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and other pertinent directives the U.S. Department of Transportation requirements there under; and

WHEREAS, it is the goal of the Applicant that Minority Business Enterprise (Disadvantaged Business Enterprise and Women's Business Enterprise) be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority business shall have the maximum feasible opportunity to compete for contracts and purchase orders when procuring construction contracts, supplies, equipment contracts, or consultant and other services.

NOW, THEREFORE, BE IT RESOLVED BY CITY OF HINESVILLE MAYOR AND COUNCIL:

1. That the Designated Official (Kenneth Howard, City Manager, hereinafter referred to as City Manager) is authorized to execute and file an application on behalf of the City of Hinesville with the Georgia Department of Transportation, to aid in the purchase of bus transit vehicles and/or the planning, development, and construction of bus transit-related facilities.

2. That the City Manager is authorized to execute and file with such application and assurance or any other documents required by U.S. Department of Transportation and Georgia Department of Transportation.
3. That the City of Manager is authorized to furnish such additional information as the U.S. Department of Transportation and the Georgia Department of Transportation may require in connection with the application or the project.
4. That the City of Manager of the City of Hinesville is authorized to set forth and execute Minority Business Enterprise, DBE (Disadvantaged Business Enterprise) and WBE (Women Business Enterprise) policies and procedures in connection with the project's procurement needs.
5. That the City Manager is authorized to execute a grant agreement on behalf of the City of Hinesville with the Georgia Department of Transportation to aid in the purchase of bus transit vehicles and/or the planning, development, and construction of bus transit-related facilities.

Approved this 21st day of September 2023

Allen Brown

Mayor

CERTIFICATE

The undersigned duly qualified and acting City Clerk certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the City of Hinesville held on September 21, 2023.

(SEAL)

Lia Jones

City Clerk

Date



City of Hinesville, Georgia, Council Meeting

Date: September 21, 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 21, 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 21, 2023
Agenda Item: Councilmember Riles Report
Prepared by: Jean Marie Reynolds
Presented by: Councilmember Riles

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

Monthly Crime and Citation Report



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023
Agenda Item: Monthly Crime and Citation Report
Prepared by: Jean Marie Reynolds
Presented by: Lloyd Slater

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

BACKGROUND: None

FUNDING: None

RECOMMENDATION: None

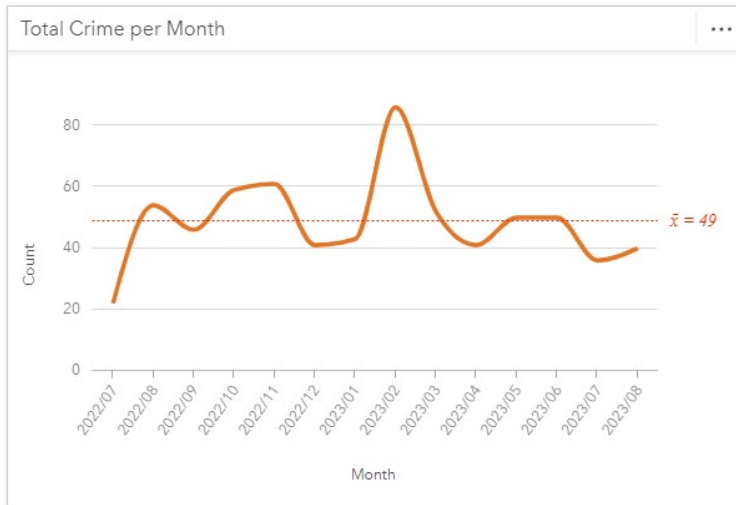
ATTACHMENTS:

1. Crime and Citation report 2023-08
2. MonthlyCrimes_Council_2023_08_Charts
3. MonthlyCrimes_Council_2023_08_PointMap
4. MonthlyCrimes_Council_2023_08_HeatMap

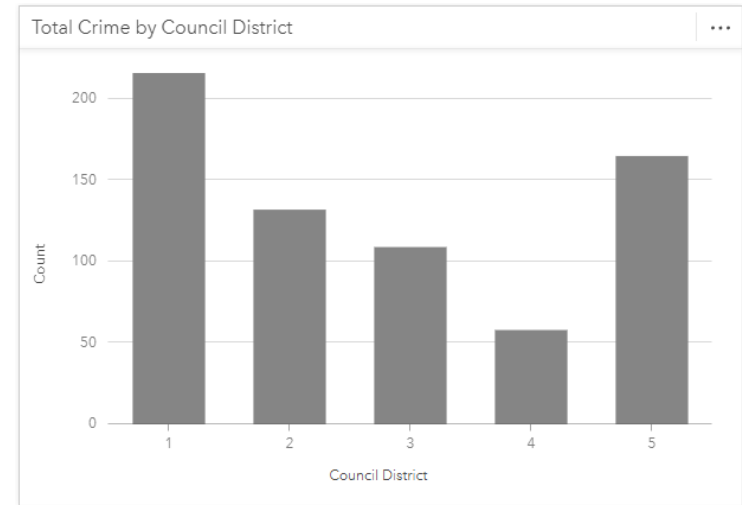
PREVIOUS COUNCIL DISCUSSION:

CRIME AND CITATION REPORT					
August 1, 2023 - August 31, 2023					
	August 2023	July 2023	Monthly % Change	August 2022	July 2022
Aggravated Assault/Assault	20	21	-5%	25	16
Auto Theft	6	1	500%	9	4
Homicide/Homicide by Vehicle	0	0	0%	0	1
Rape	1	1	0%	1	0
Robbery	2	2	0%	1	3
Burglary	8	3	167%	9	10
Arson	1	1	0%	0	0
Entering Auto	2	7	-71%	9	6
Domestic Disputes	57	52	10%	61	62
Juvenile Arrests	12	15	-20%	27	7
Adult Arrests	108	184	-41%	179	216
Traffic		55		50	56
Criminal		129		129	160
Total Case Numbers Issued	4,010	4,797	-16%	4,427	4,459
Direct Patrols. Walk & Talks, Foot Patrols	1,424	1,656	-14%	1,609	1,539
Dispatched Calls	1,549	1,548	0%	1,620	1,629
Criminal Citations	95	114	-17%	118	165
Military	5	18	-72%	16	27
Civilian	90	96	-6%	102	138
Traffic Citations	702	1,043	-33%	801	800
Military	34	223	-85%	164	163
Civilian	668	820	-19%	637	637
Total Citations	797	1,157	-31%	919	965
Traffic Warnings	329	541	-39%	394	445
DUI	8	10	-20%	11	15
Over 21	8	10	-20%	11	14
Under 21	0	0	0%	0	1
Military	1	4	-75%	1	3
Civilian	7	6	17%	10	11
PART I CRIMES IN August 2023 - BY DISTRICT					
	District 1	District 2	District 3	District 4	District 5
Homicide/Homicide by vehicle	0	0	0	0	0
Rape	0	0	1	0	0
Robbery	0	0	0	1	1
Aggravated Assault/Assault	7	2	1	1	9
Burglary	2	1	0	2	3
Auto Theft	2	1	0	2	1
Arson	1	0	0	0	0
Entering Auto	2	0	0	0	0

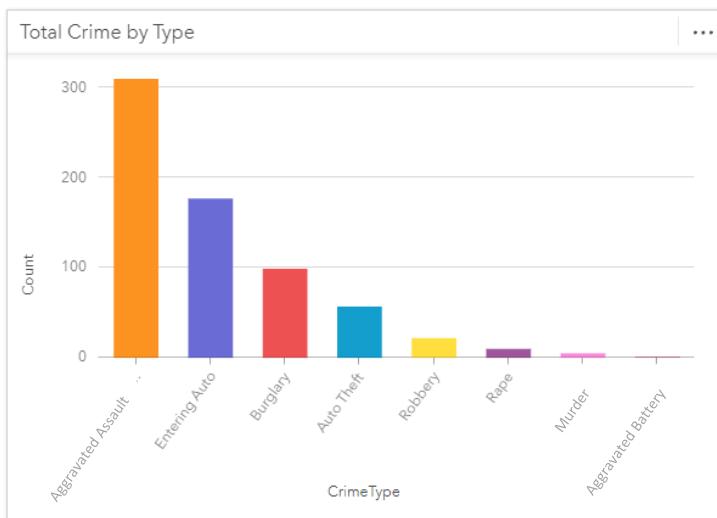
Total Crime per Month



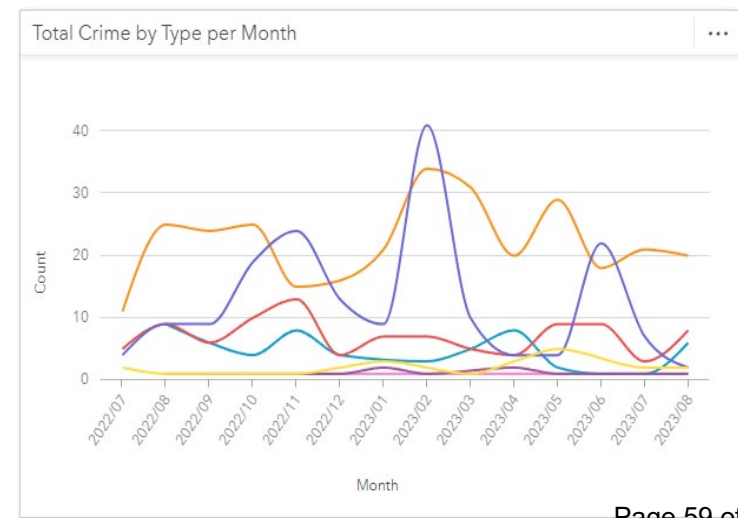
Total Crime per Council District in the last 12 months



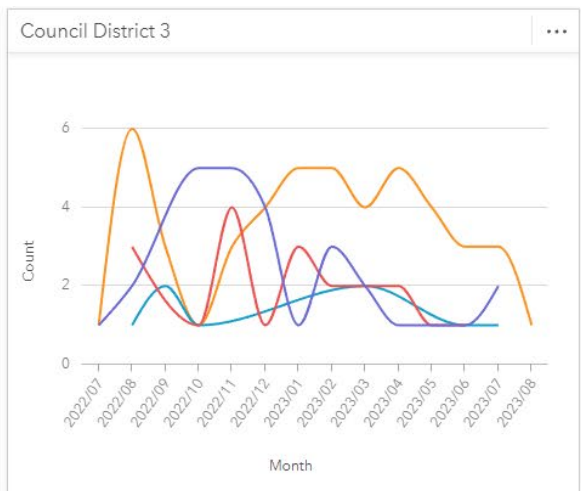
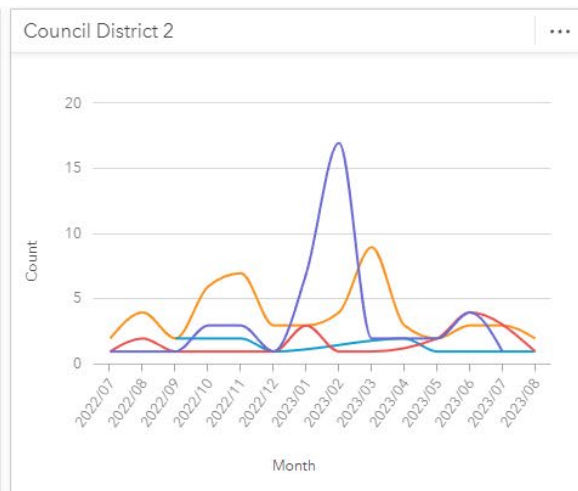
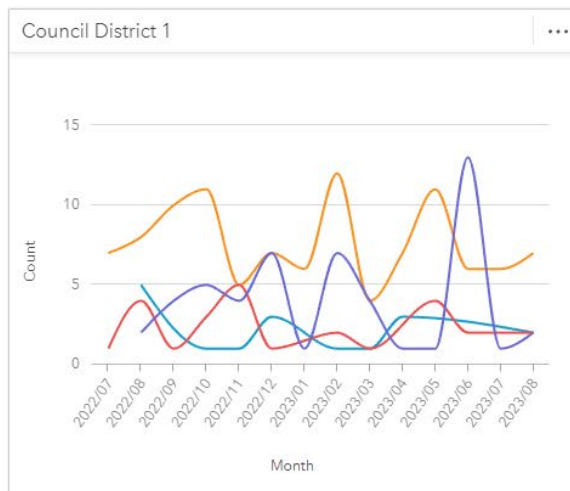
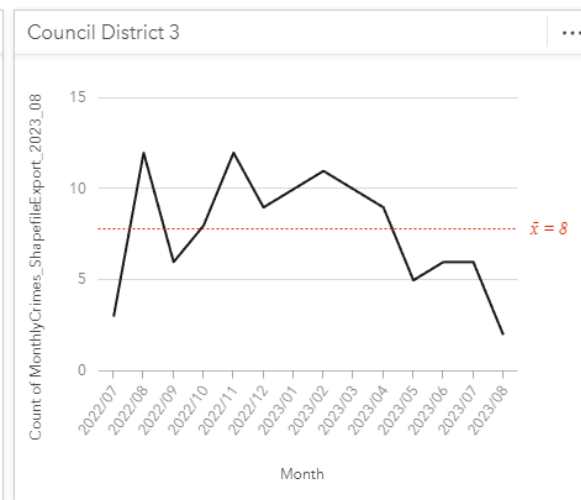
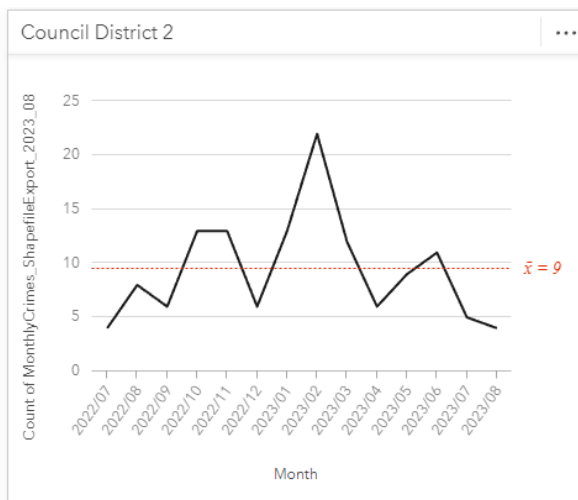
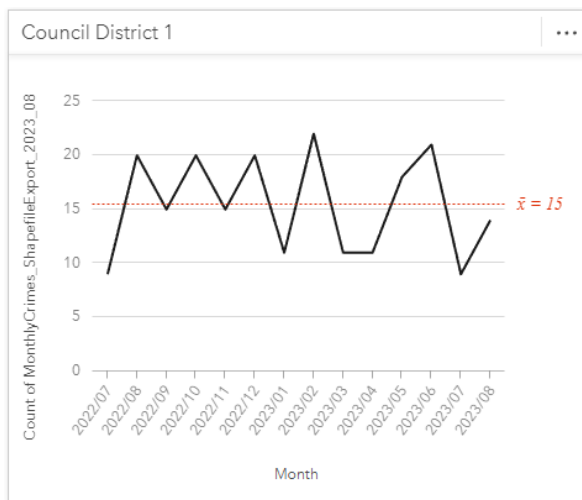
Total Crime by Type in the last 12 months



Total Crime by Type per Month



Total Crime per Council District



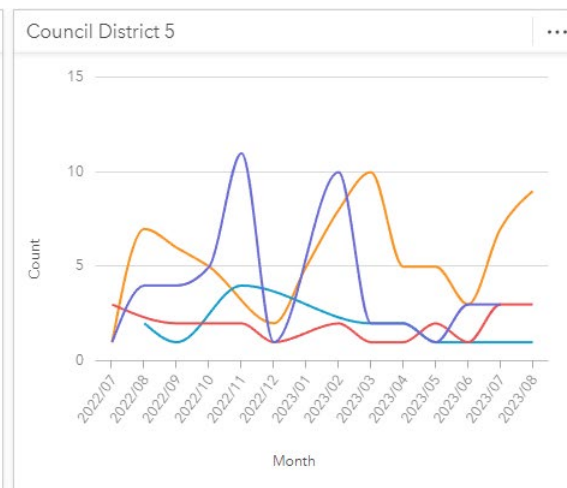
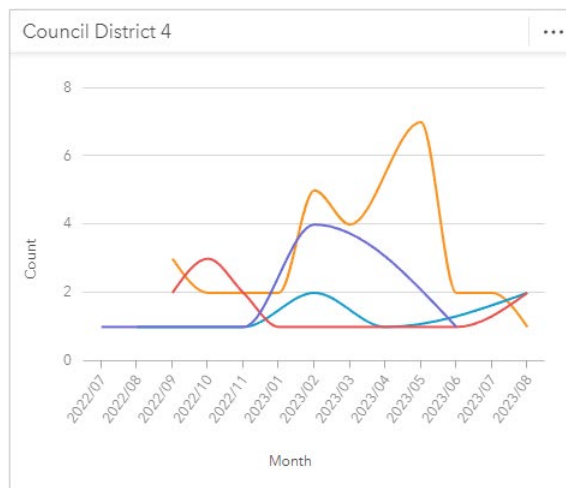
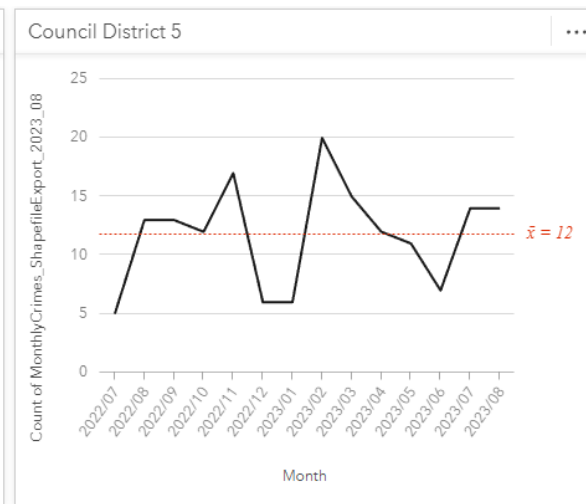
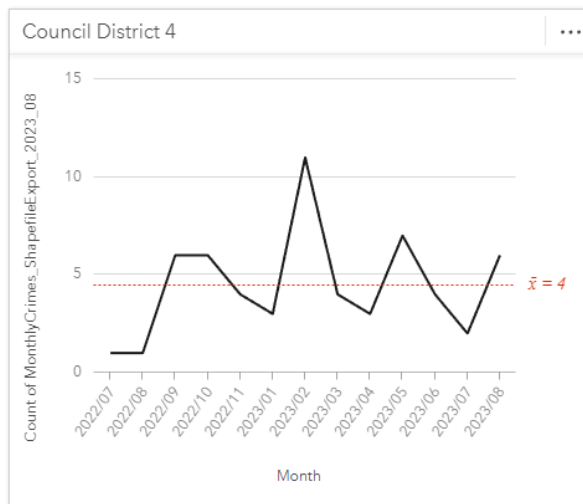
Entering Auto

Aggravated Assault

Burglary

Auto Theft

Total Crime per Council District (cont.)



Entering Auto

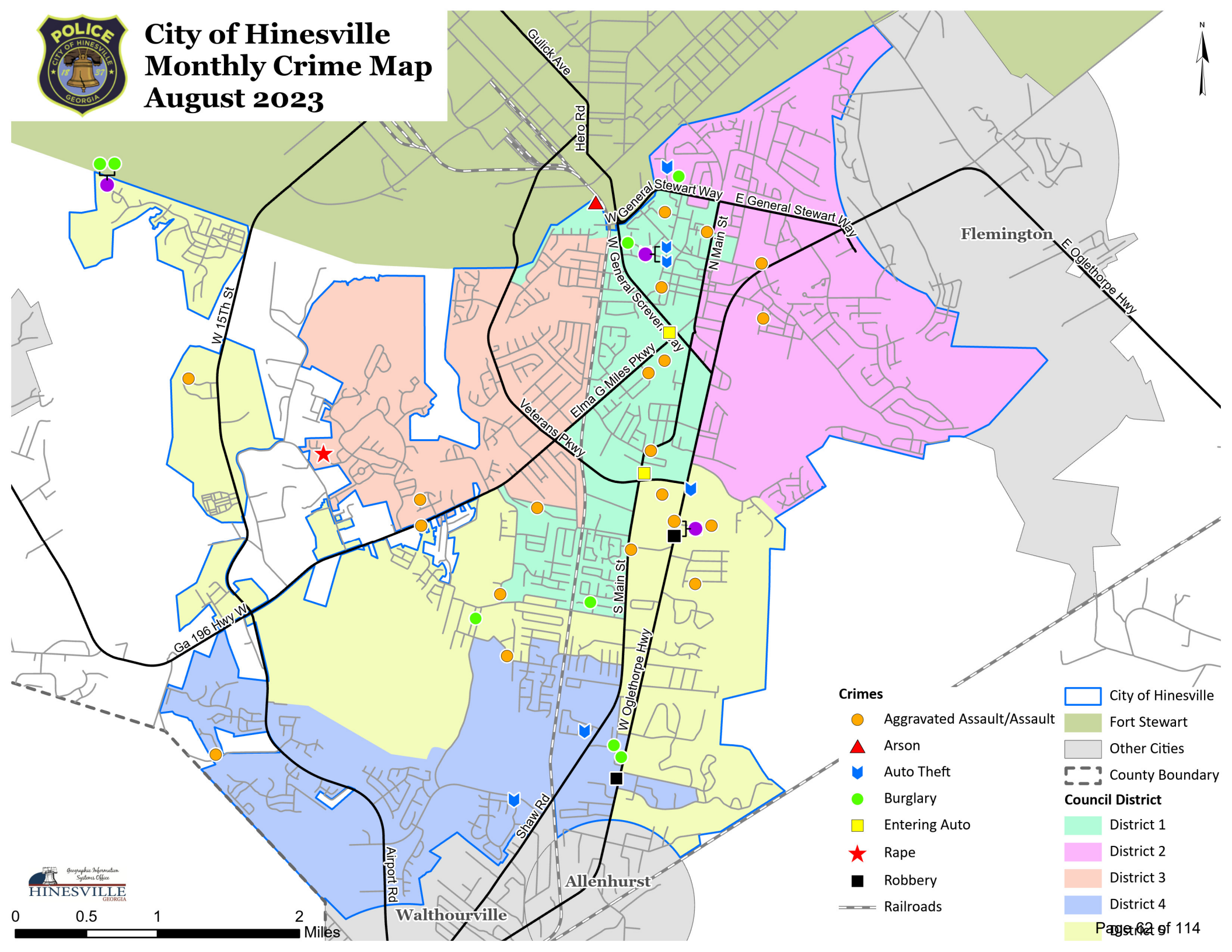
Aggravated Assault

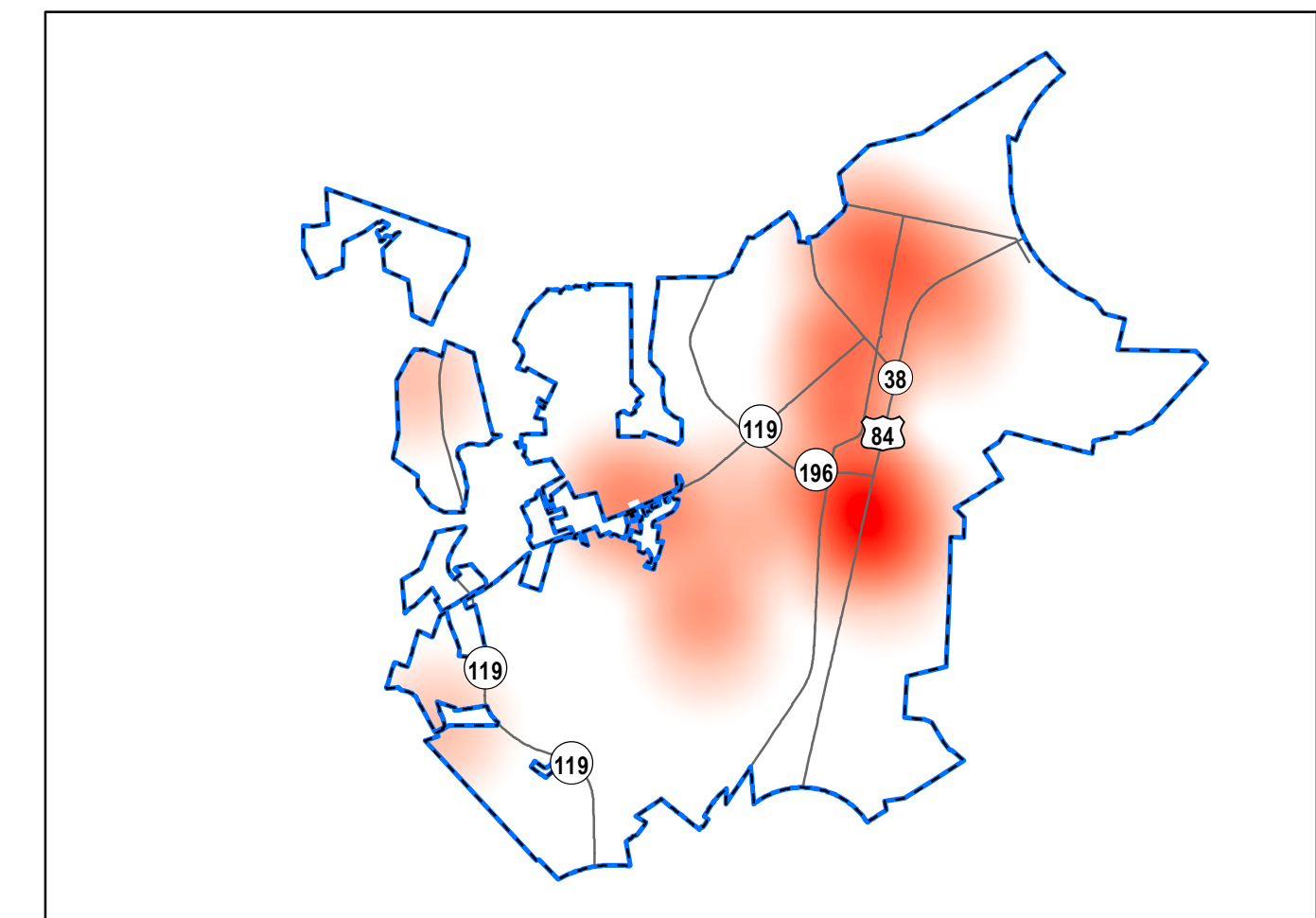
Burglary

Auto Theft

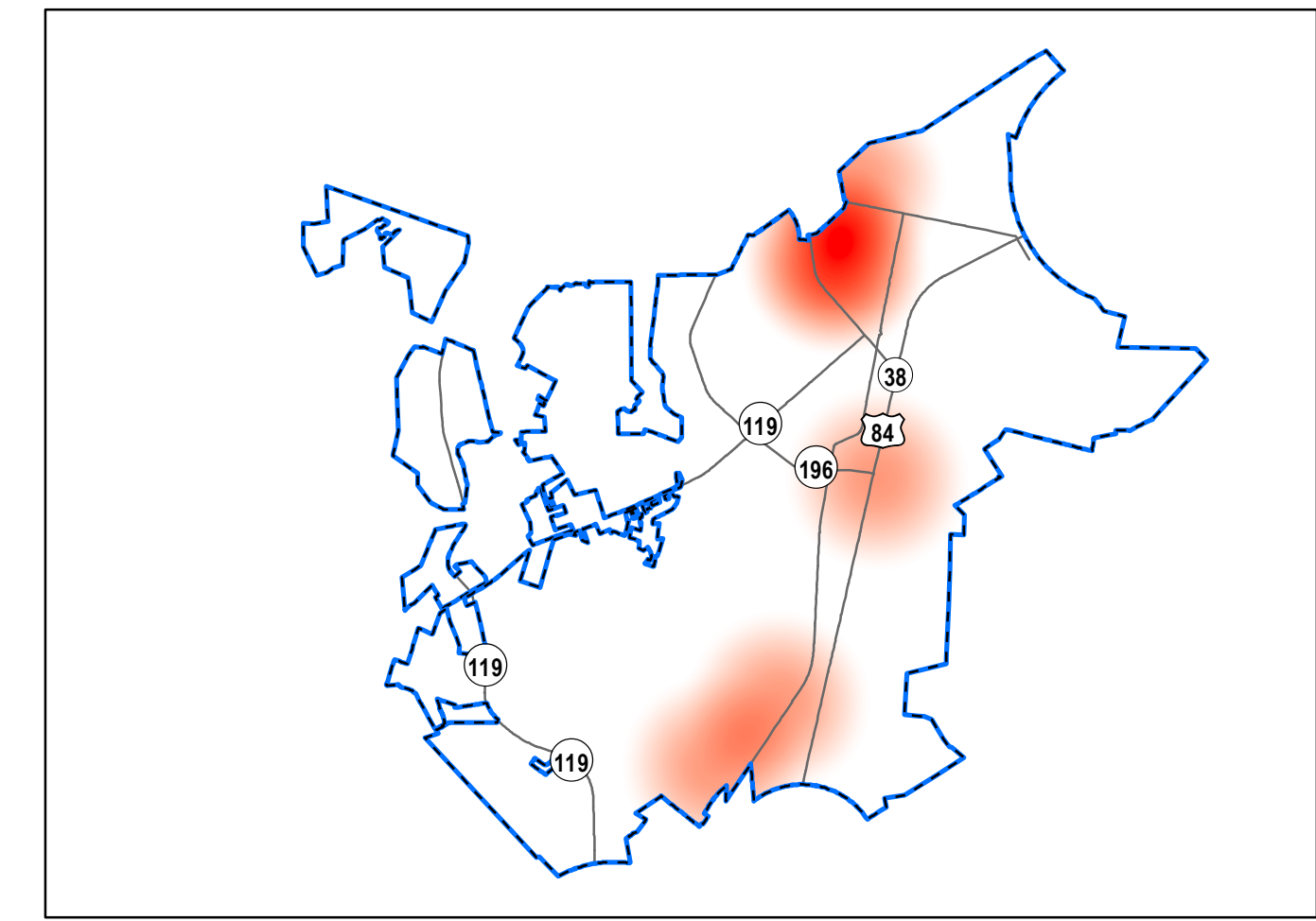


City of Hinesville Monthly Crime Map August 2023

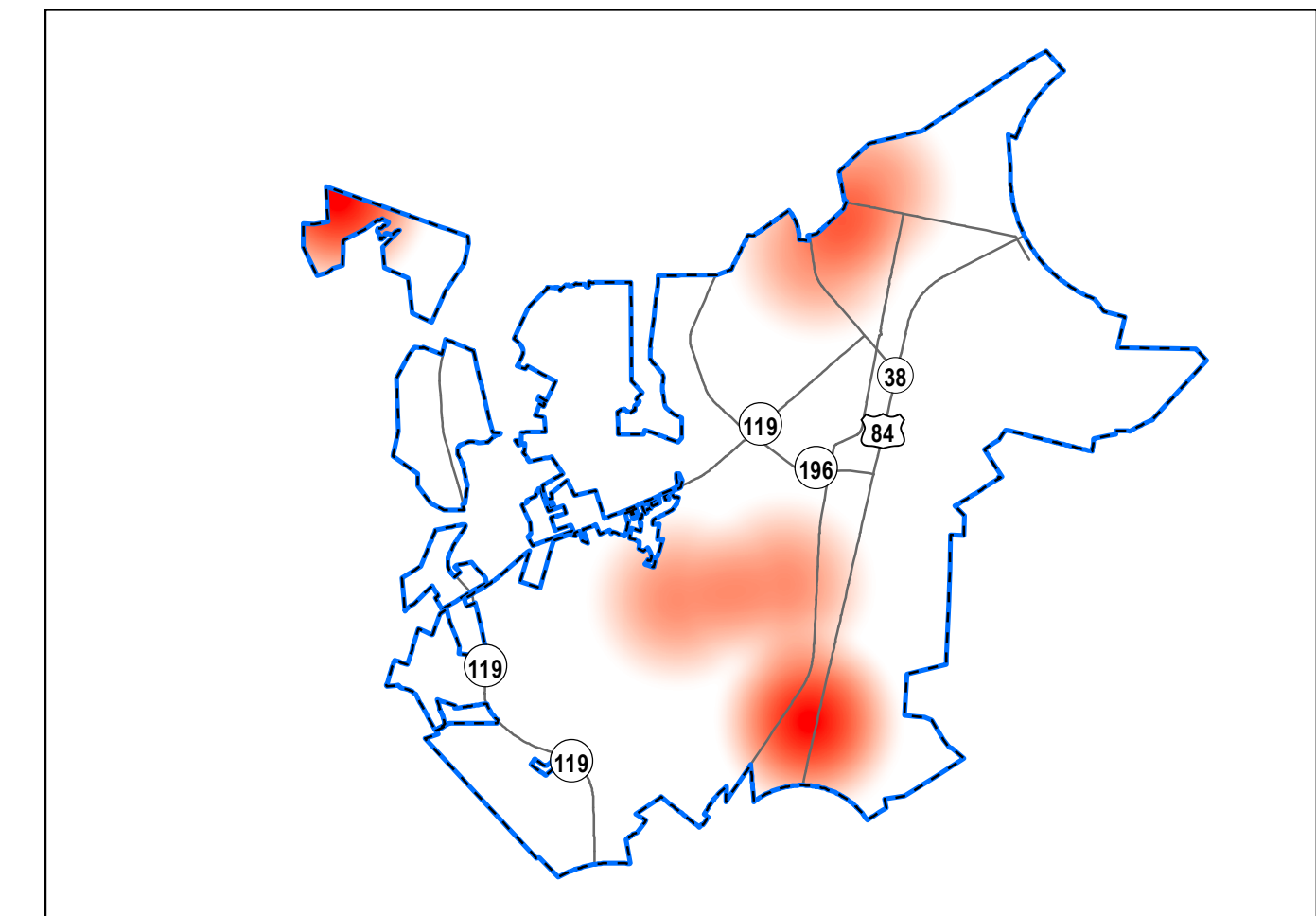




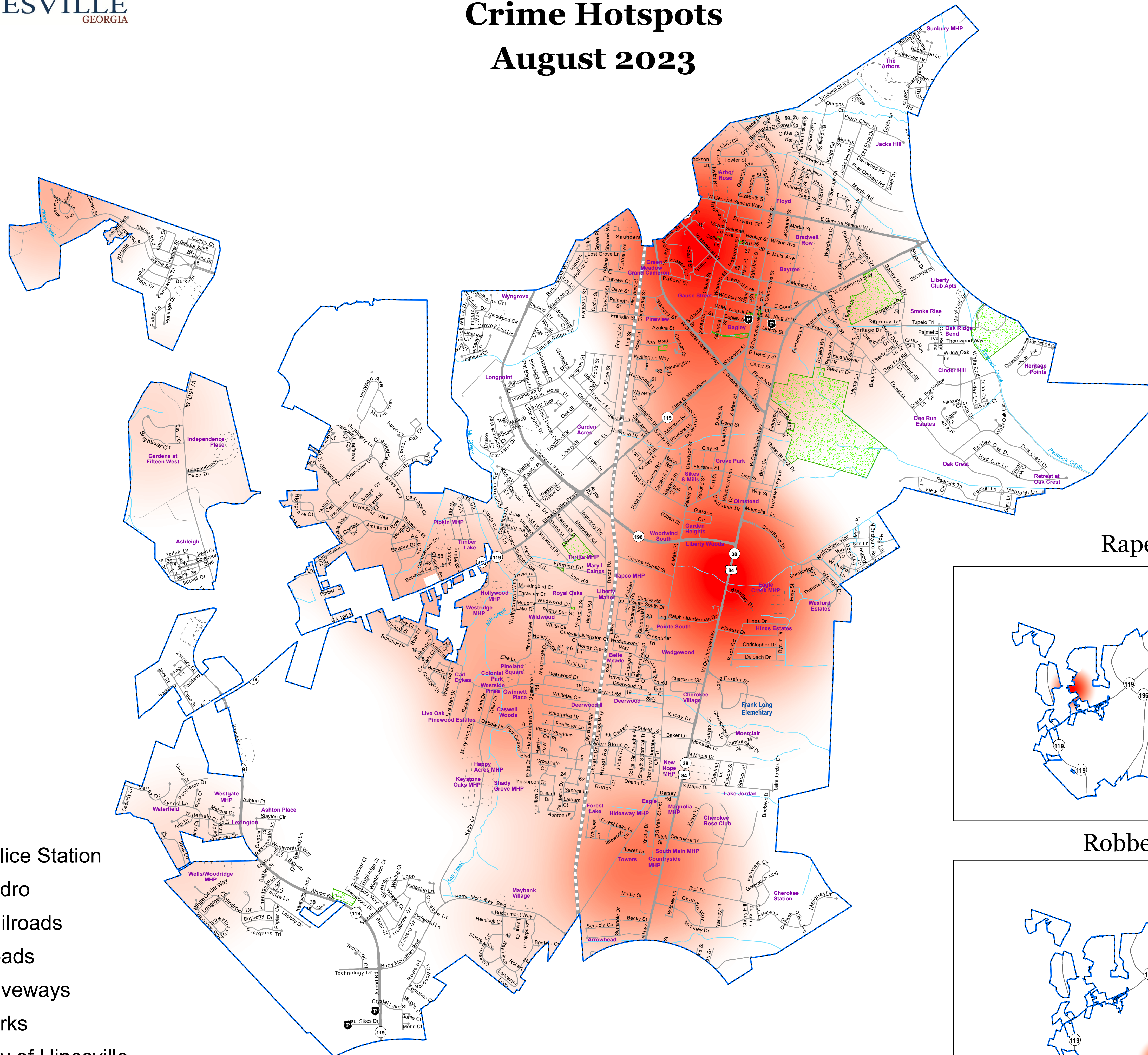
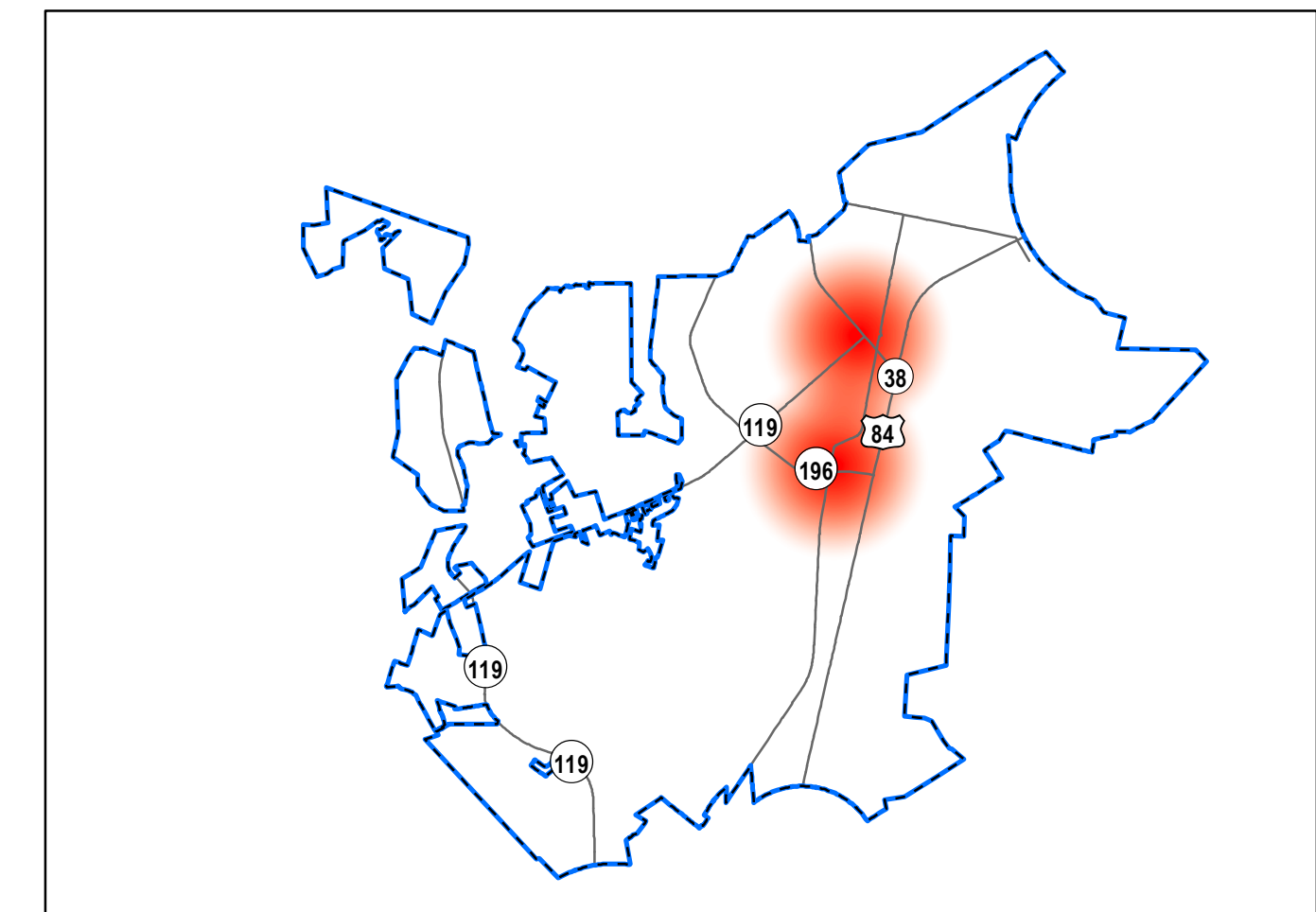
Auto Theft



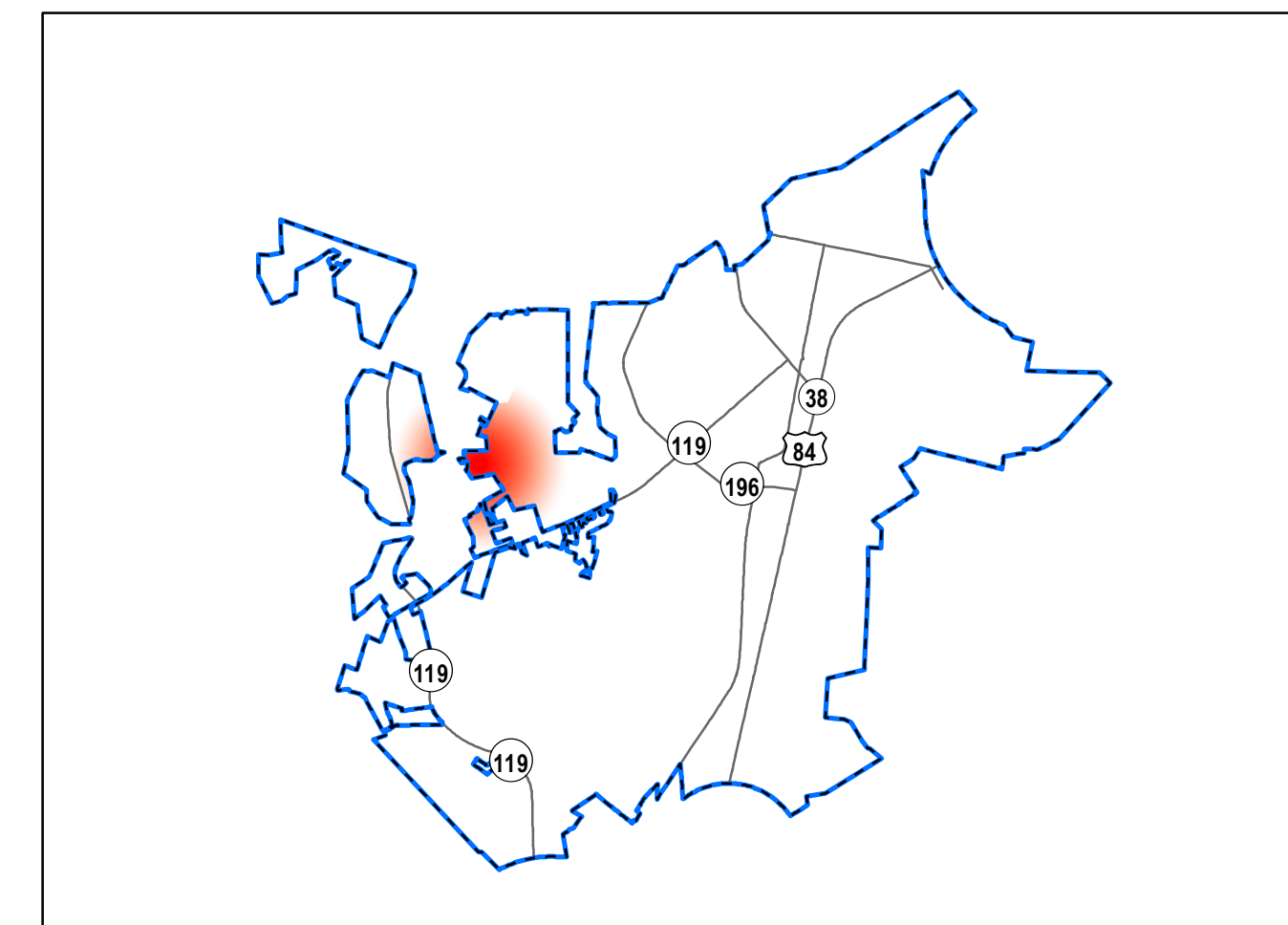
Burglary



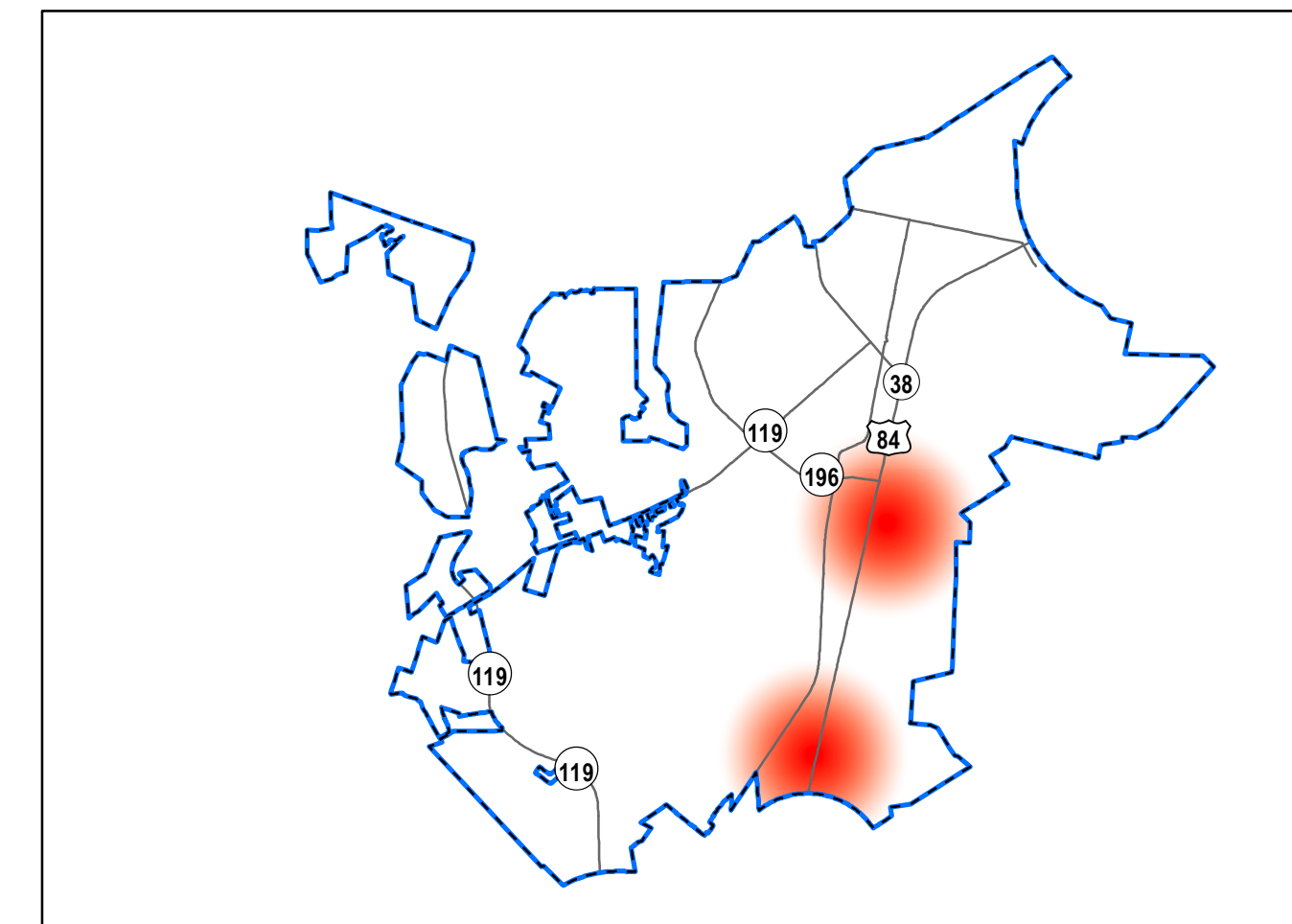
Entering Auto



Rape



Robbery





City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023
Agenda Item: Mayor Pro Tem Jenkins Report
Prepared by: Brittany Avery
Presented by: Mayor Pro Tem Jenkins

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

Monthly Inspections Dept. Report



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023
Agenda Item: Monthly Inspections Dept. Report
Prepared by: Brittany Avery
Presented by: George W. Smith, Jr. Director of Inspections

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

BACKGROUND: None

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. August 2023 Monthly Report

PREVIOUS COUNCIL DISCUSSION:

INSPECTIONS DEPARTMENT MONTHLY REPORT
August 2023

			TOTAL ASSESSED	TOTAL FEES COLLECTED
PERMITS ISSUED			VALUE	
26	Residential	New Construction	\$ 6,770,737.00	\$ 150,870.00
6	Residential	Alteration/Addition/Repair	\$ 85,086.00	\$ 401.75
3	Commercial	New Construction	\$ 984,915.00	\$ 5,698.50
3	Commercial	Alteration/Addition/Repair	\$ 228,303.00	\$ 2,086.00

PERMITS COMPLETED				
31	Residential	New Construction	\$ 8,687,035.00	\$ 182,001.00
13	Residential	Alteration/Addition/Repair	\$ 119,200.00	\$ 532.50
1	Commercial	New Construction	\$ 1,810,000.00	\$ -
1	Commercial	Alteration/Addition/Repair	\$ 3,263,000.00	\$ -

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

CODE ENFORCEMENT	
Complaints Received	55
Field Generated Cases	82
TOTAL NEW CASES	139

INSPECTIONS PERFORMED

1520 **TOTAL INSPECTIONS**
211 *Failed Inspections*

TOTAL CLOSED CASES 118

OTHER FEES COLLECTED

INSPECTIONS DEPT

\$ - GIS Map Sales
\$ 250.00 Re-Inspection Fees

MOBILE HOMES COMPLETED

<u>REPLACEMENT UNITS</u>	<u>NEW UNITS</u>
0	0

WATER/SEWER FUND

\$ 14,300.00 Water Meter Fees
\$ 16,120.00 Water Impact Fees
\$ 70,460.00 Sewer Impact Fees
\$ - Infrastructure Fees
(Independence/Settlement)

**PORTION OF IMPACT FEES
OUTSIDE CITY LIMITS**

\$ 2,475.00
\$ 3,390.00
\$ 17,370.00

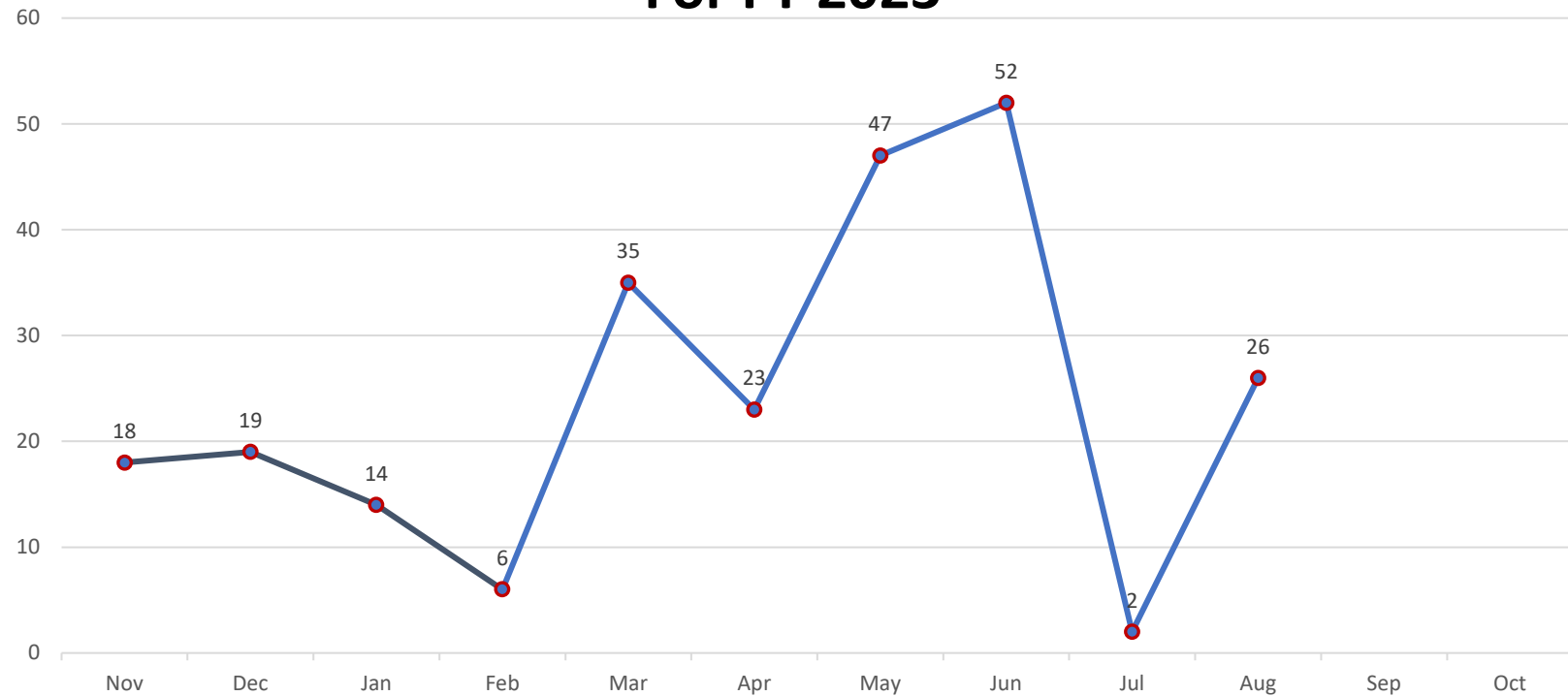
Water ERUs		Sewer ERUs	
Res.	Comm.	Res.	Comm.
26	14.2222	26	28.346

CURRENT PROJECT LIST-August 2023

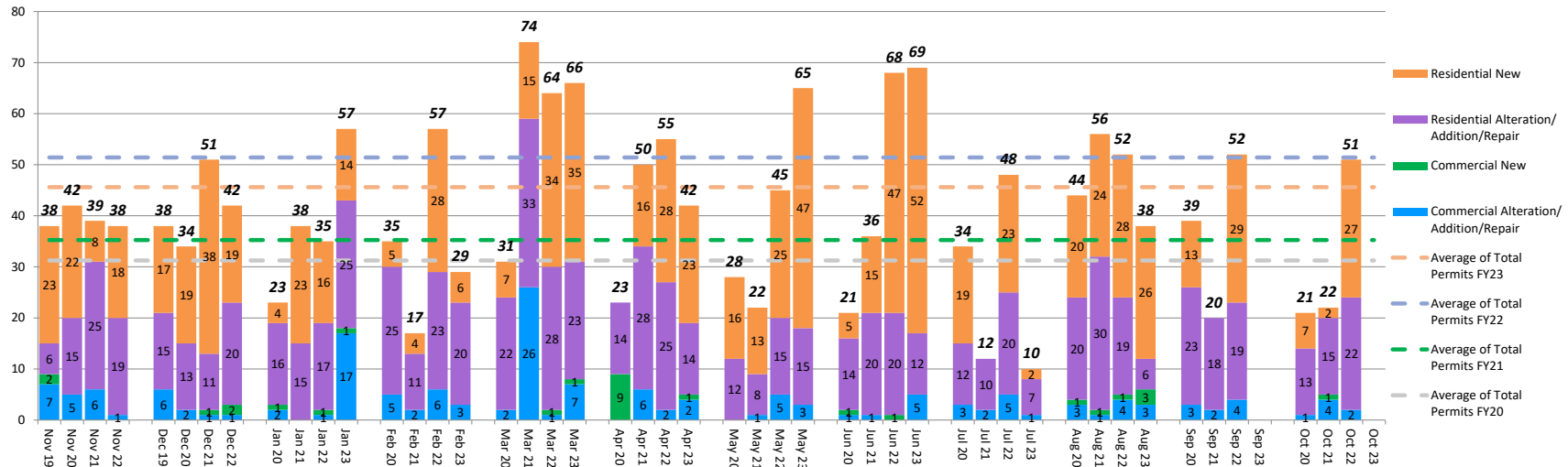
PROJECT	ADDRESS	CONTRACTOR	ASSESSED VALUE
Azalea Project	Azalea St./ Ash Blvd.	Apex Home/James Rim	\$ 289,411
Ashton Place Remodel	634 Airport Rd	TISHCO Construction	\$ 1,078,995
Cherokee Station Ph.3B	Meloney Dr.	Dryden Enterprises	\$ 917,829
Diversity Health Clinic	301B, 303 Fraser Dr.	Pioneer Construction	\$ 589,200
ExperCare Urgent Care Center	632 W Oglethorpe Hwy, A	Scott Grant	\$ 74,669
Griffin Park Extension, Ph 3A	Grayson Ave.	Dryden Enterprises	\$ 1,674,627
Griffin Park Extension, Ph 3B	Grayson Ave. & Marron Way	Dryden Enterprises	\$ 13,087,229
Heritage Pointe Ph 1A	Centennial Ct & Abode Ave	Dryden Enterprises	\$ 734,412
Heritage Pointe Ph 1B	Abode Ave	Dryden Enterprises	\$ 7,116,795
Hinesville Business Incubator	220 W Washington Ave	Dabbs Williams	\$ 962,734
Hwy 55 Burgers, Shakes & Fries	708 W Oglethorpe Hwy	IB Builders, Inc.	\$ 363,256
Jet Food Stores & Marathon Gas Station	200 W Oglethorpe Hwy	SD Clifton & Meco of Augusta	\$ 1,155,775
Liberty County Pre-K Center	206 Bradwell St	Johnson Laux Constr.	\$ 1,448,802
McDonalds	801 Elma G Miles Pkwy	Venture Construction	\$ 275,000
Mill Creek Phase 1	Mill Creek Cir.	Transcend Custom Homes	\$ 6,559,130
Modwash Car Wash	754 Veterans Pkwy	Berry Hutton Construction	\$ 528,671
Mt. Carmel Church	454 S Main St	RM Ray Developers	\$ 189,190
Palm Tree Apartments, Bldgs 1 & 2	1474 Kelly Dr., Bldgs 1 & 2	Freddie Young	\$ 3,378,136
Pointe at Villages on Marne	Battalion Ln, Joann Lewis Ln, Courage Way, Marne Blvd	RTS Homes	\$ 12,153,077
Queensborough Bank	110 W General Screven Way	Marchese Construction	\$ 63,107
Taylor's Creek Elementary	378 Airport Rd	Dabbs Williams	\$ 3,160,000
Trinity Missionary Baptist Temple	1016 Live Oak Dr	CHE Builders	\$ 147,325
Waldo Pafford Elementary	2550 W 15th St	Lavender & Associates	\$ 3,172,000
WalMart - HVAC Replacement	751 W Oglethorpe Hwy	Pettus Plumbing & Mech.	\$ 385,691
Wynngrove Apartments, Phase 3	1303 Veterans Pkwy	Dryden Enterprises	\$ 16,331,534
TOTAL			\$ 75,836,595



Residential New Construction For FY 2023



Permits Issued Each Month FY 2020 to Present



Totals

	Total # of Permits	Residential New Construction	Residential Alteration/Addition/Repair	Commercial New Construction	Commercial Alteration/Addition/Repair
FY 2020	375	136	192	14	33
FY 2021	423	153	216	2	52
FY 2022	617	331	244	5	37
FY 2023	456	242	161	8	45

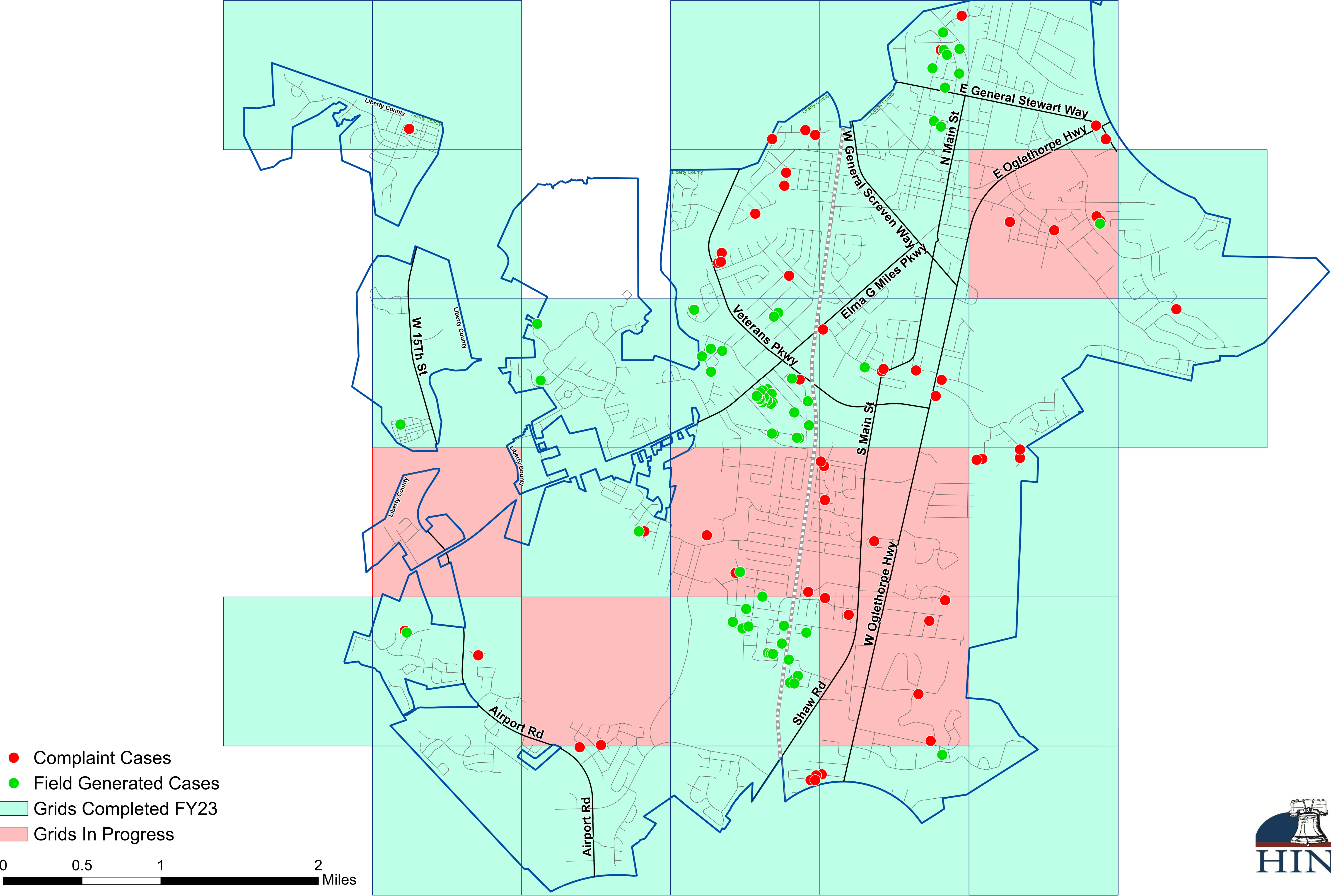
Averages

	Average # of Permits	Residential New Construction	Residential Alteration/Addition/Repair	Commercial New Construction	Commercial Alteration/Addition/Repair
FY 2020	31	11	16	1	3
FY 2021	35	13	18	0	4
FY 2022	51	28	20	0	3
FY 2023	46	24	16	1	5

City of Hinesville

Code Enforcement Cases as of August 2023

Last Updated: 9/6/2023



INSPECTIONS DEPARTMENT PERIODIC REPORT SUMMARY OF PERMITS ISSUED

Previous Month August 1, 2023 to August 31, 2023					Fiscal Year to Date November 1, 2022 to August 31, 2023					(Previous) Fiscal Year to Date November 1, 2021 to August 31, 2022				
Permit Type	Code	# of Permits	Assessed Value	Total Fees Collected	Permit Type	Code	# of Permits	Assessed Value	Total Fees Collected	Permit Type	Code	# of Permits	Assessed Value	Total Fees Collected
Single Family (Detached)	101	26	\$ 6,770,737	\$ 150,870	Single Family (Detached)	101	238	\$ 62,459,391	\$ 1,394,346	Single Family (Detached)	101	274	\$ 44,884,925	\$ 1,475,730
Single Family (Attached)	102	0	\$ -	\$ -	Single Family (Attached)	102	0	\$ -	\$ -	Single Family (Attached)	102	0	\$ -	\$ -
Two-Family Building	103	0	\$ -	\$ -	Two-Family Building	103	0	\$ -	\$ -	Two-Family Building	103	0	\$ -	\$ -
3 & 4 Fam. Building (Apts)	104	0	\$ -	\$ -	3 & 4 Fam. Building (Apts)	104	0	\$ -	\$ -	3 & 4 Fam. Building (Apts)	104	0	\$ -	\$ -
5+ Fam Building (Apts)	105	0	\$ -	\$ -	5+ Fam Building (Apts)	105	4	\$ 11,682,367	\$ 159,582	5+ Fam Building (Apts)	105	3	\$ 2,819,458	\$ 108,682
3 & 4 Fam. Building (Condos)	106	0	\$ -	\$ -	3 & 4 Fam. Building (Condos)	106	0	\$ -	\$ -	3 & 4 Fam. Building (Condos)	106	0	\$ -	\$ -
5+ Fam. Building (Condos)	107	0	\$ -	\$ -	5+ Fam. Building (Condos)	107	0	\$ -	\$ -	5+ Fam. Building (Condos)	107	0	\$ -	\$ -
Manu. Home (New Locate)	111	0	\$ -	\$ -	Manu. Home (New Locate)	111	1	\$ 53,599	\$ 75	Manu. Home (New Locate)	111	1	\$ 7,800	\$ 75
Manu. Home (Replacement)	112	0	\$ -	\$ -	Manu. Home (Replacement)	112	4	\$ 161,358	\$ 300	Manu. Home (Replacement)	112	7	\$ 76,052	\$ 525
Driveway/Open Ditch Encl.	113	7	\$ 24,937	\$ 210	Driveway/Open Ditch Encl.	113	62	\$ 317,887	\$ 2,093	Driveway/Open Ditch Encl.	113	43	\$ 106,180	\$ 1,290
Well Drilling Permit	116	0	\$ -	\$ -	Well Drilling Permit	116	1	\$ 1,200	\$ 35	Well Drilling Permit	116	2	\$ 3,500	\$ 70
Electrical Permit	120	25	\$ 881,155	\$ 1,542	Electrical Permit	120	279	\$ 5,987,164	\$ 24,081	Electrical Permit	120	269	\$ 3,533,134	\$ 16,324
Plumbing Permit	121	16	\$ 191,045	\$ 1,140	Plumbing Permit	121	111	\$ 1,791,520	\$ 15,030	Plumbing Permit	121	86	\$ 911,153	\$ 6,345
Mechanical Permit	122	8	\$ 361,792	\$ 1,311	Mechanical Permit	122	84	\$ 1,987,244	\$ 8,376	Mechanical Permit	122	107	\$ 1,772,290	\$ 8,798
Gas Permit	123	0	\$ -	\$ -	Gas Permit	123	3	\$ 9,050	\$ 113	Gas Permit	123	4	\$ 77,000	\$ 156
Hotel or Motel	213	0	\$ -	\$ -	Hotel or Motel	213	0	\$ -	\$ -	Hotel or Motel	213	0	\$ -	\$ -
Amusement/Recreation	318	0	\$ -	\$ -	Amusement/Recreation	318	0	\$ -	\$ -	Amusement/Recreation	318	0	\$ -	\$ -
Church/Religious Building	319	0	\$ -	\$ -	Church/Religious Building	319	0	\$ -	\$ -	Church/Religious Building	319	2	\$ 1,473,248	\$ 7,397
Industrial Building	320	0	\$ -	\$ -	Industrial Building	320	0	\$ -	\$ -	Industrial Building	320	0	\$ -	\$ -
Parking Garage	321	0	\$ -	\$ -	Parking Garage	321	0	\$ -	\$ -	Parking Garage	321	0	\$ -	\$ -
Serve Station/Repair Garage	322	1	\$ 200,967	\$ 1,194	Serve Station/Repair Garage	322	1	\$ 200,967	\$ 1,194	Serve Station/Repair Garage	322	0	\$ -	\$ -
Hospital/Institution	323	0	\$ -	\$ -	Hospital/Institution	323	0	\$ -	\$ -	Hospital/Institution	323	0	\$ -	\$ -
Office, Bank/Professional Bldg.	324	1	\$ -	\$ 746	Office, Bank/Professional Bldg.	324	1	\$ -	\$ 746	Office, Bank/Professional Bldg.	324	0	\$ -	\$ -
Public Works/Utilities	325	0	\$ -	\$ -	Public Works/Utilities	325	0	\$ -	\$ -	Public Works/Utilities	325	0	\$ -	\$ -
School/Educational Bldg.	326	0	\$ -	\$ -	School/Educational Bldg.	326	0	\$ -	\$ -	School/Educational Bldg.	326	0	\$ -	\$ -
Store/Mercantile Building	327	1	\$ 720,841	\$ 3,758	Store/Mercantile Building	327	6	\$ 2,464,414	\$ 109,931	Store/Mercantile Building	327	3	\$ 1,812,504	\$ 23,994
Other Non-Residential Bldg.	328	6	\$ 39,800	\$ 749	Other Non-Residential Bldg.	328	69	\$ 802,914	\$ 8,141	Other Non-Residential Bldg.	328	71	\$ 1,197,499	\$ 18,414
Structures other than Bldg.	329	17	\$ 658,895	\$ 4,259	Structures other than Bldg.	329	245	\$ 5,932,637	\$ 41,540	Structures other than Bldg.	329	180	\$ 4,733,677	\$ 34,135
Sign	330	6	\$ 16,700	\$ 200	Sign	330	59	\$ 245,386	\$ 9,650	Sign	330	65	\$ 308,994	\$ 2,775
Add/Alter/Repair Res. Bldg.	434	6	\$ 85,086	\$ 402	Add/Alter/Repair Res. Bldg.	434	161	\$ 1,646,297	\$ 8,461	Add/Alter/Repair Res. Bldg.	434	203	\$ 2,184,155	\$ 11,384
Add/Alter/Repair Non-Res. Bldg.	437	3	\$ 228,303	\$ 2,086	Add/Alter/Repair Non-Res. Bldg.	437	49	\$ 5,310,725	\$ 21,760	Add/Alter/Repair Non-Res. Bldg.	437	31	\$ 4,390,248	\$ 19,325
Residential Garage/Carport	438	0	\$ -	\$ -	Residential Garage/Carport	438	0	\$ -	\$ -	Residential Garage/Carport	438	0	\$ -	\$ -
Demolition	450	0	\$ -	\$ -	Demolition	450	17	\$ -	\$ 850	Demolition	450	8	\$ -	\$ 400
Move House/Structure/Bldg.	475	0	\$ -	\$ -	Move House/Structure/Bldg.	475	0	\$ -	\$ -	Move House/Structure/Bldg.	475	3	\$ 18,500	\$ 150
Sprinkler System, Bldg. Only	501	0	\$ -	\$ -	Sprinkler System, Bldg. Only	501	8	\$ 391,375	\$ 2,475	Sprinkler System, Bldg. Only	501	0	\$ -	\$ -
TOTAL		123	\$ 10,180,258	\$ 168,467	TOTAL		1403	\$ 101,445,495	\$ 1,808,778	TOTAL		1362	\$ 70,310,317	\$ 1,735,968

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

Previous Month August 1, 2023 to August 31, 2023			Fiscal Year to Date November 1, 2022 to August 31, 2023			(Previous) Fiscal Year to Date November 1, 2021 to August 31, 2022		
Plan Review Fees Collected		\$ 3,990.00	Plan Review Fees Collected		\$ 38,532.75	Plan Review Fees Collected		\$ 47,611.00



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023
Agenda Item: Councilmember Nelson's Report
Prepared by: Wendy Bruce Sochia
Presented by: Councilmember Nelson

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

Monthly HFD Report



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023
Agenda Item: Monthly HFD Report
Prepared by: Wendy Bruce Sochia
Presented by: Robert Kitchings

PURPOSE: To present for Mayor and Council Consideration, HFD Monthly Report - August

BACKGROUND: HFD Monthly Report

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. HFD Monthly Report - August 2023
2. Tricoche 1
3. Tricoche 2

PREVIOUS COUNCIL DISCUSSION:

Hinesville Fire Department Incident Activity Report

Period	Hinesville City Limits	Flemington City Limits	Liberty County	Midway City Limits	Richmond Hill	Jesup	Glennville	Sta 1 Totals	Hinesville City Limits	Walthourville City Limits	Alenhurst City Limits	Gumbranch City Limits	Riceboro City Limits	Liberty County	Long County	Sta 2 Totals	Totals
November 1-30, 2022	290	9															299
December 1-31, 2022	260	12															272
January 1-31, 2023	294	13															307
February 1-28, 2023	254	11															265
March 1-31, 2023	267	13															280
April 1-30, 2023	247	11															258
May 1-31, 2023	240	16															256
June 1-30, 2023	259	7															266
July 1-31, 2023	285	23															308
August 1-21, 2023	314	20															334
September 1-30, 2023																	0
October 1-31, 2023																	0
Totals	2710	135	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2845

Non Incident Activity Report

Period	Burn Permits	Car Seats	Smoke Detectors	Public Education	Swimming Pool Filled	CPR	First Response	BP Checks	Station Tour	Fire Safety House	Safety Talk	Totals
November 1-30, 2022	26	-	2	389	-	-	-	-	-	-	-	417
December 1-30, 2022	32	5	5	471	-	-	-	-	-	-	-	513
January 1-31, 2023	33	5	1	87	1	-	30	-	-	-	-	157
February 1-28, 2023	25	2	2	335	-	-	-	-	-	-	-	364
March 1-31, 2023	28	8	-	1379	4	-	-	-	2	-	-	1421
April 1-30, 2023	28	3	1	1091	3	-	-	-	2	-	-	1128
May 1-31, 2023	48	-	2	802	5	-	-	-	3	-	1	861
June 1-30, 2023	41	14	3	335	2				1			396
July 1-31, 2023	47	7	-	284	2	-	-	-	-	-	-	340
August 1-31, 2023	55	2	2	383	1							443
September 1-30, 2023												0
October 1-31, 2023												0
Totals	363	46	18	5556	18	0	30	0	8	0	1	6040

32%

FIRE
Percentage of Total
Incidents

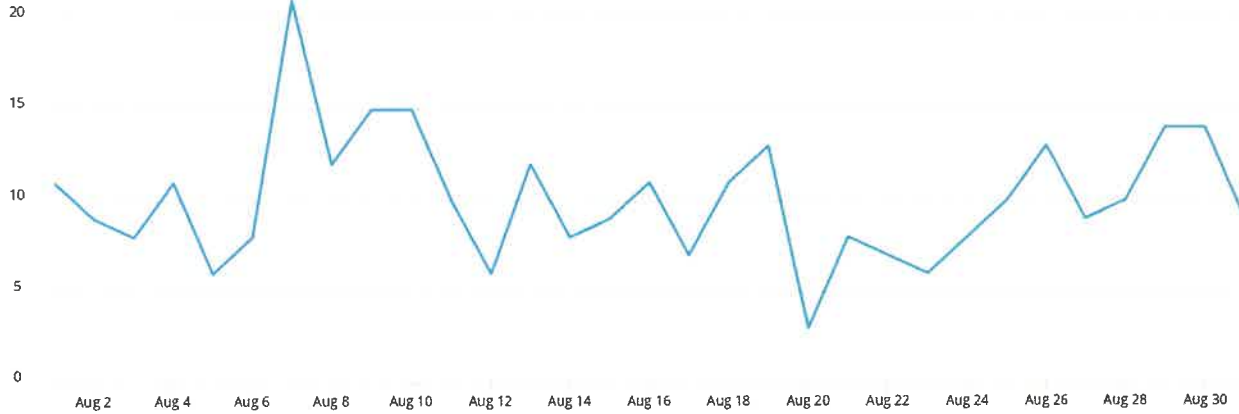
68%

EMS
Percentage of Total
Incidents

314

INCIDENTS
in Selected Time Span

31

DAYS
in Selected Time Span

Counts

% Rows

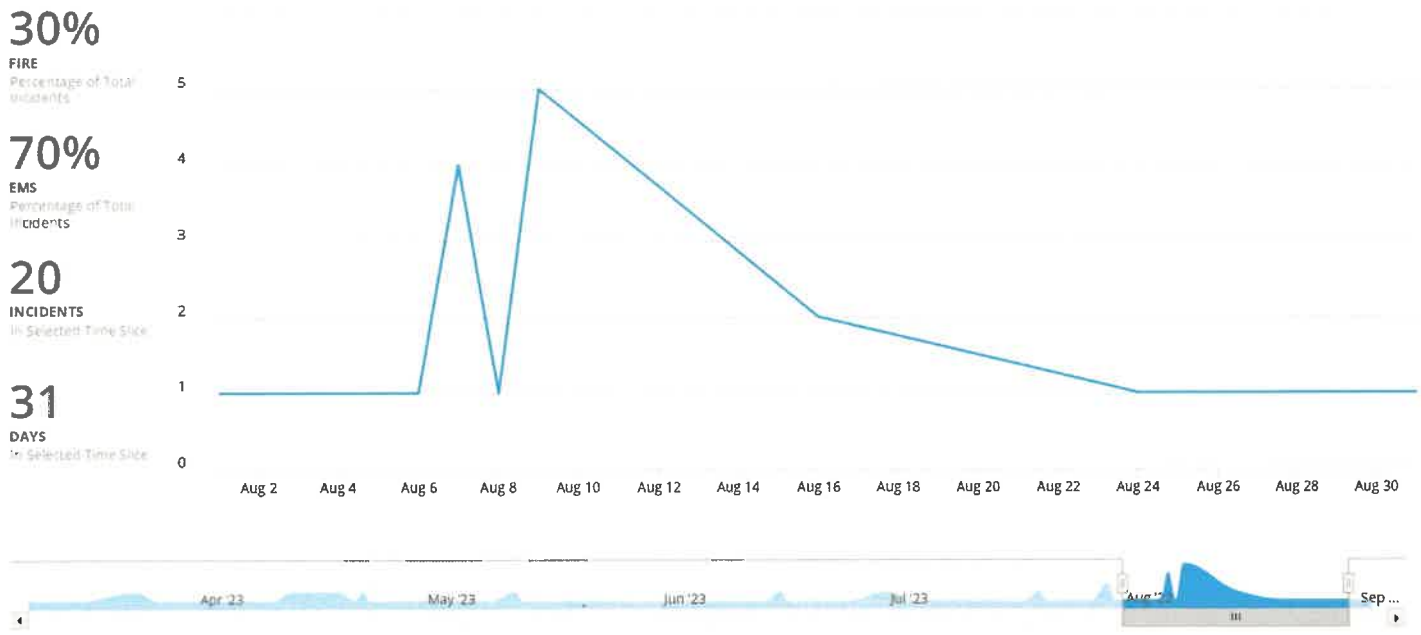
% Columns

% All

Week Ending	8/6/23	8/13/23	8/20/23	8/27/23	9/3/23	9/10/23	9/17/23	9/24/23	10/1/23	10/8/23	10/15/23	10/22/23	10/29/23	Total
(11) Structure Fire			1	1	1									3
(13) Mobile property (vehicle) fire	1													1
(15) Outside rubbish fire			1	1										2
(25) Excessive heat, scorch burns with no ignition			1	1										2
(31) Medical assist	31	41	34	40	22									168
(32) Emergency medical service (EMS) incident	8	20	11	2	3									44
(33) Lock-In				1	1									2
(35) Extrication, rescue		1												1
(41) Combustible/f... spills & leaks	1	2	1		1									5
(44) Electrical wiring/equipm. problem	1	1	1	1	2									6
(51) Person in distress	1				1									2
(52) Water problem			1											1
(53) Smoke, odor problem			1											1
(54) Animal problem or rescue				1										1
(55) Public service assistance		1		1										2

Week Ending	8/6/23	8/13/23	8/20/23	8/27/23	9/3/23	9/10/23	9/17/23	9/24/23	10/1/23	10/8/23	10/15/23	10/22/23	10/29/23	Total
(56) Unauthorized burning	1													1
(61) Dispatched and canceled en route	3	9	7	5	5									29
(62) Wrong location, no emergency found		2			2									4
(65) Steam, other gas mistaken for smoke			1	2	1									4
(67) HazMat release investigation w/no HazMat				1										1
(73) System or detector malfunction		1												1
(74) Unintentional system/detect... operation (no fire)	6	12	2	4	7									31
UNK		1			1									2
Total	53	91	62	61	47									314

Custom Aug 1, 2023 - Aug 31, 2023



Counts % Rows % Columns % All

Week Ending	8/6/23	8/13/23	8/20/23	8/27/23	9/3/23	9/10/23	9/17/23	9/24/23	10/1/23	10/8/23	10/15/23	10/22/23	10/29/23	Total
(31) Medical assist	1	4	1	2										8
(32) Emergency medical service (EMS) incident	1	3	1	1										6
(33) Lock-In					1									1
(61) Dispatched and canceled en route					1									1
(62) Wrong location, no emergency found		1												1
(74) Unintentional system/detect... operation (no fire)	1	2												3
Total	3	10	2	3	2									20

Hinesville Fire Department

Monthly Inspection Report

Period	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
30 Day Re-Inspection	-	-	-	-	-	-	-	-	-	-	-	-
80 Percent Inspection	-	-	-	1	-	-	-	-	-	-	-	-
Above Grid Inspection	1	5	2	-	3	-	1	-	-	-	-	-
Annual Inspection	11	6	2	3	44	18	32	43	8	11	-	-
Business License	7	14	20	12	10	14	8	18	9	13	-	-
Ceiling Cover Up	-	-	-	-	-	-	1	2	5	-	-	-
Commercial Burn Inspection	-	-	-	-	-	-	-	-	-	-	-	-
Compaint	3	10	4	9	13	7	13	7	14	12	-	-
Consultation	1	1	1	1	2	8	5	2	7	3	-	-
Courtesy Walk Through	4	10	8	7	7	8	7	4	7	12	-	-
Final	8	3	2	-	7	7	5	6	8	2	-	-
Fireworks Display Inspection	-	5	-	-	-	-	1	6	-	-	-	-
Fire Alarm	1	-	-	-	1	1	1	-	-	-	-	-
Flush Inspection	-	-	-	-	-	1	-	-	-	-	-	-
Follow Up	-	-	-	-	-	1	1	1	-	-	-	-
Food Truck Inspection	-	-	4	4	41	2	2	2	5	2	-	-
Firewall/Barrier	2	2	2	3	3	2	8	2	3	9	-	-
Hood Suppression	-	-	-	-	-	-	-	2	2	-	-	-
Hood System Light Test Inspection	-	-	-	-	-	-	-	-	-	1	-	-
HVAC Smoke Test Inspection	2	-	-	1	-	-	1	1	-	-	-	-
Hydrant Inspection	-	-	-	-	-	-	-	-	-	-	-	-
Occupancy	1	-	-	-	-	-	-	-	-	-	-	-
Out of City Limits	-	-	-	1	-	-	1	-	-	-	-	-
Plans Review	-	-	-	-	-	-	-	-	-	-	-	-
Pre-Construction	-	-	-	-	2	1	1	-	1	2	-	-
Special Request	-	1	1	-	-	-	-	-	1	1	-	-
Sprinkler System	-	-	3	-	2	-	3	-	-	-	-	-
Tent and Air Canopies	-	-	-	-	2	-	-	-	-	-	-	-
Underground Pressure Test	-	1	-	3	1	3	-	-	-	-	-	-
Wall Cover up	-	-	-	-	-	-	1	-	-	2	-	-
	41	58	49	45	138	73	92	96	70	70	-	-

**Hinesville Fire Department
Public Safety Education Report
August 1, 2023 to August 31, 2023**

Date	Shift	Location	Description	Contacts
8/1/2023	A	730 E. General Stewart Way (Coldwell Banker)	Engine Display	200
8/2/2023	B	308 S. Commerce Street (Station 1)	Car Seat Installation	1
8/10/2023	A	Troop 500 Boy Scouts (Behind Nat'l Guard Armory)	Safety Talk/Engine Display	15
8/17/2023	B	829 Bacon Road	Smoke Detector Check/Install	1
8/20/2023	B	308 S. Commerce Street (Station 1)	Car Seat Installation	1
8/24/2023	C	411 Christopher Drive	Pool Fill	1
8/26/2023	B	700 Sharon Street (Irene B. Thomas Park)	Back to School Giveaway	160
8/28/2023	A	1239 Pineridge Way	Smoke Detector Check/Install	1
8/28/2023	A	915 E. General Stewart Way (Liberty Club Apartments)	Flag Hanging Assistance	3
Total Contacts Made				383

Title	Total
Public Safety Education	383
Smoke Detectors	2
Burn Permits	55
Car Seats	2
Pool Fills	1







City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023
Agenda Item: Councilmember Floyd's Report
Prepared by: Shamika Wilson
Presented by: Councilmember Floyd

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

Monthly Business License Report

Monthly Birthdays



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023
Agenda Item: Monthly Business License Report
Prepared by: Deridra Weeks
Presented by: Deridra Weeks

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

BACKGROUND: The attached list shows all business license applications processed in August 2023. The list includes businesses that have started and/or completed the process of obtaining a City of Hinesville business license. The report includes 12 new businesses and 1 change in ownership.

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. August Monthly Council BL Report

PREVIOUS COUNCIL DISCUSSION: None



Monthly Business License Report

Completed and/or Pending Business License Applications

AUGUST 2023

From: 08/01/2023

To: 08/31/2023

Status	Start Date	Trade Name	BL Address	Nature of Business
C	8/02/2023	MILIK WALLACE	1318 WINDOW DR	454210 - VENDING MACHINE OPERATOR
P	8/04/2023	KURE HINESVILLE	632 W OGLETHORPE HWY	452990 - RETAIL E CIGARETTES
P	8/07/2023	MASTER J'S HONEY DO'S PROPERTY MAINTENANCE & PRESE	452 W GENERAL STEWART WAY	236118- PROPERTY MAINTENANCE & PRESERVATION
C	8/15/2023	JOHNNY WILLIAMS LAWN CARE	900 GRANGER DR	561730 - LAWN CARE SERVICES
C	8/15/2023	LEGACY VISIONAIRES LLC	670 RED OAK LANE	454210 - VENDING MACHINES
C	8/15/2023	AITIO- ALL IT TAKES IS ONE LLC	1073 MARNE BLVD	454111 - ONLINE RETAIL
P	8/17/2023	W & W HOA CODE ENFORCEMENT	1211 PEACOCK TRL	561990 - CODE ENFORCEMENT
C	8/21/2023	TANESKI PHOTOGRAPHY	756 JEANETTE CIRCLE	541921 - PHOTOGRAPHY STUDIOS
P	8/22/2023	PARADISE BEAUTY SUPPLY	104 W GENERAL SCREVEN WAY STE A	446120 - BEAUTY SUPPLY
C	8/22/2023	ADC LAWN CARE AND LANDSCAPING	389 GRAY FOX RD	561730 - LAWN CARE
C	8/22/2023	LIFESAVER CERTIFICATES LLC	705 WATERFIELD DR	611699 - FIRST AID CPR AED INSTRUCTOR
P	8/23/2023	WINGSTOP #50661	207 W GENERAL SCREVEN WAY	7222110 - RESTAURANT
C	8/24/2023	THE HAYES FACTOR - VIRTUAL SOLUTIONS	658 PIEDMONT AVE	561110 - ADMINISTRATION

NEW	12	ACTIVE ACCOUNTS ENDING IN JULY 2023	1514
CHANGE IN OWNERSHIP	1	TERMINATED ACCOUNTS IN AUGUST 2023	33
TOTAL	13	ACCOUNTS ACTIVE IN AUGUST 2023	1527



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023
Agenda Item: Monthly Birthdays
Prepared by: Shamika Wilson
Presented by: Councilmember Floyd

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

BACKGROUND: None

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. September Birthdays

PREVIOUS COUNCIL DISCUSSION:

SEPTEMBER BIRTHDAYS



Tamoi Hyatt

Student Worker

Jessie Wells

CDD

Keith Abbott

Police

Jean Marie Reynolds

Police

Terranova Smith

Police

Rhett Dill

Police

Wan Shin

Police

Gerlinde Beasley

Police

Ute H Kurtz

Police

Lakefer Hunter

Fire

Jason Tompkins

Fire

Pablo Santiago

Fire

Nathn Ochoa

Fire



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023
Agenda Item: Liberty Transit Monthly Report
Prepared by: Shamika Wilson
Presented by: Karen Randolph

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

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

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. Council Presentation 09-2023_

PREVIOUS COUNCIL DISCUSSION: None



Staffing:

- Fully Staffed

Staffing (12) FTE's

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

Safety:

- **Safety meetings/trainings**
- August's Topic – Thinking with Care, Daring to Serve
Mirror Adjustment, Rock and Roll and Back to School
- **0 drug and 0 alcohol tests**

Maintenance:

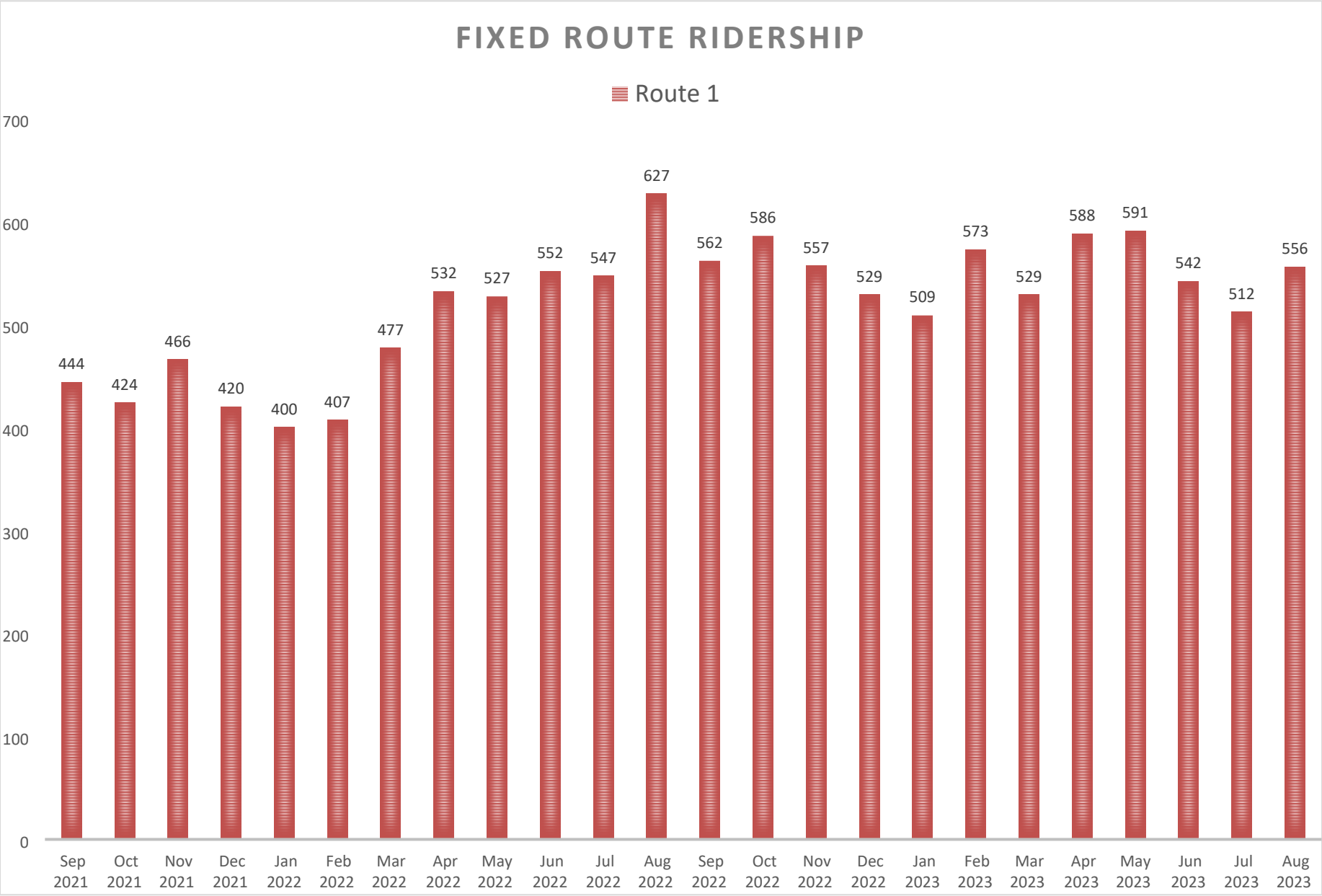
- 2 Preventive Maintenance's - July 2023 (every 6k miles schedule)
- Zero Road Calls

Operations:

- Zero Route Deviations
- Zero Complaints

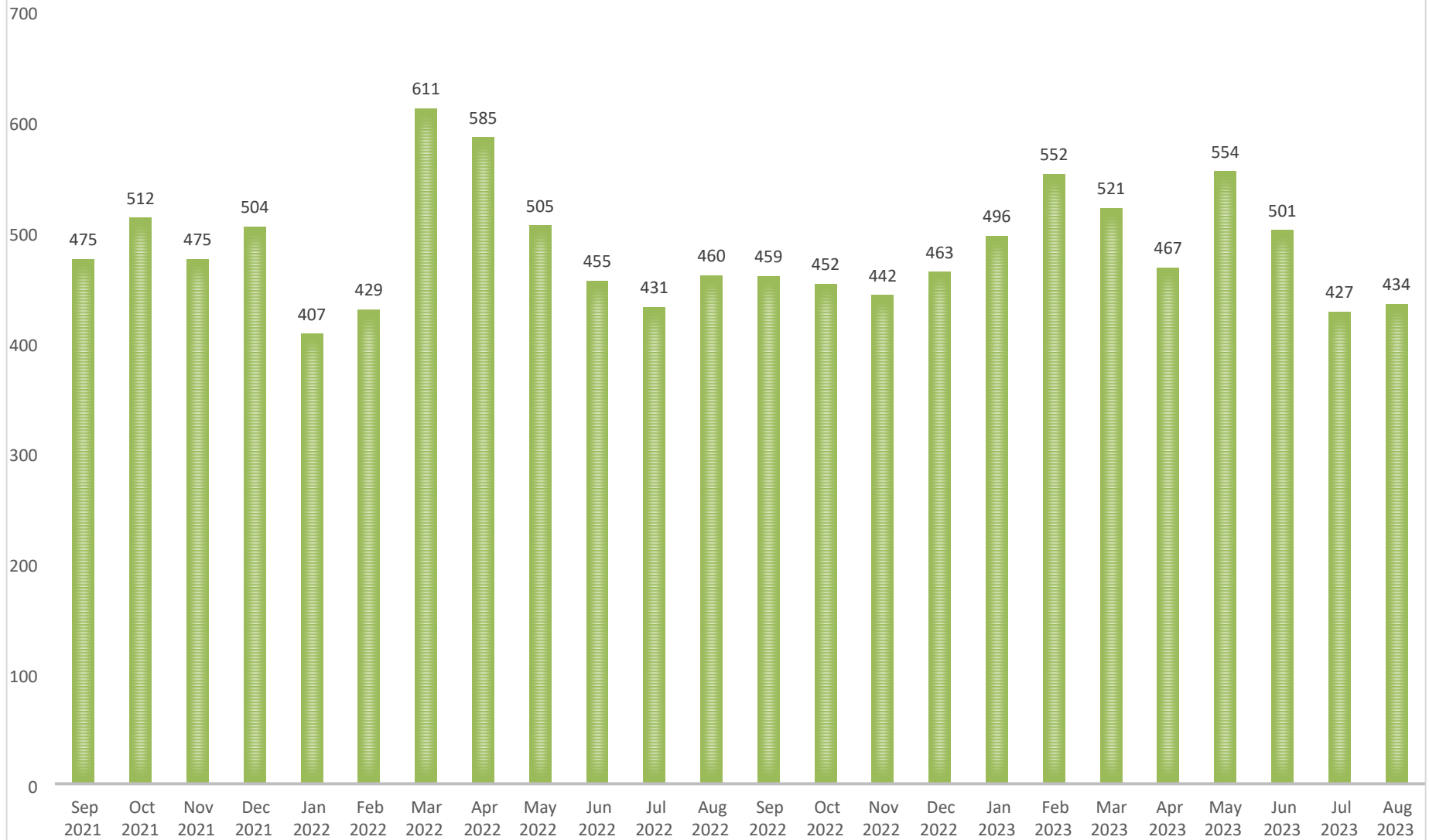
Ridership:

Figure 1. Fixed Route Service



FIXED ROUTE RIDERSHIP

Route 2



FIXED ROUTE RIDERSHIP

Route 3

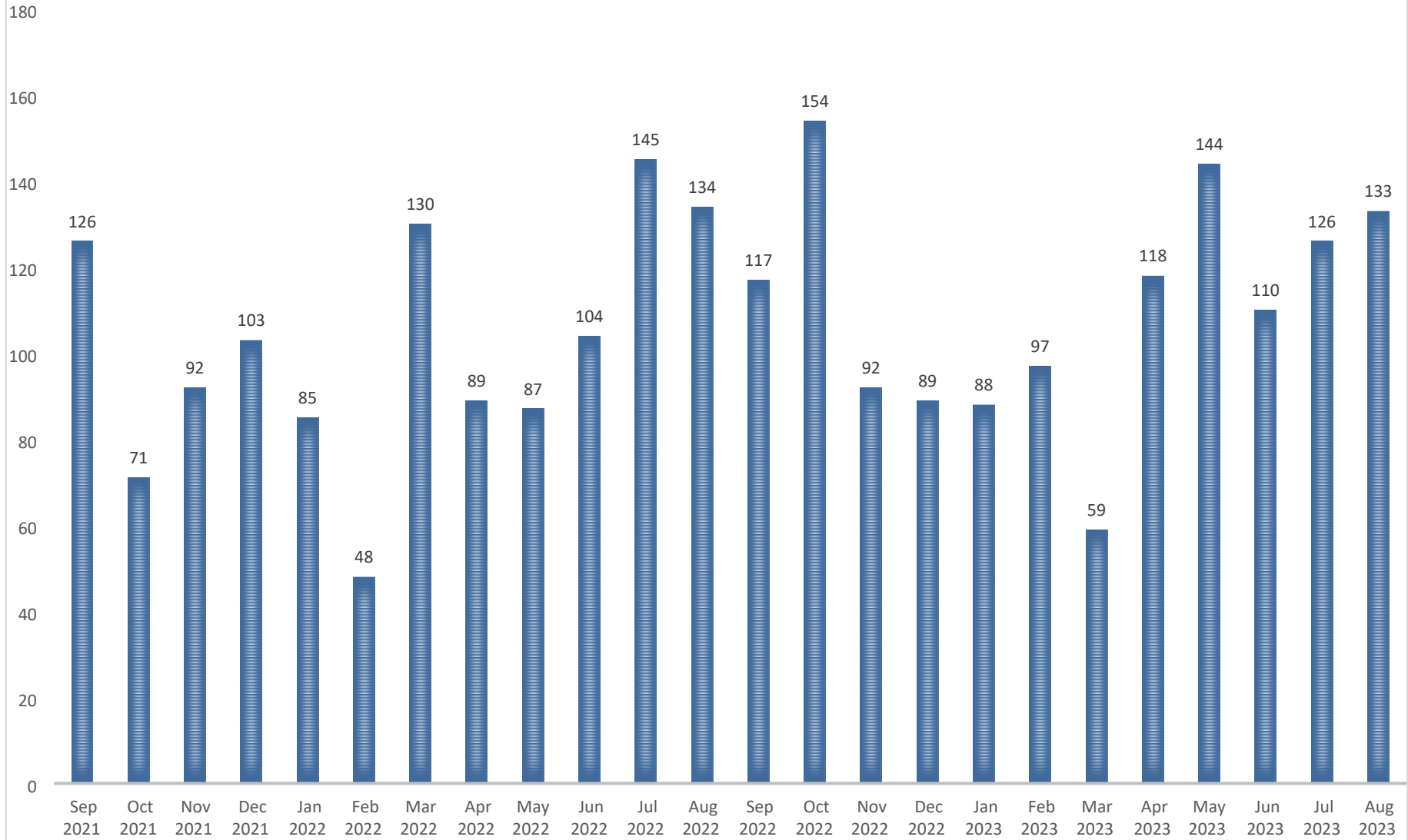
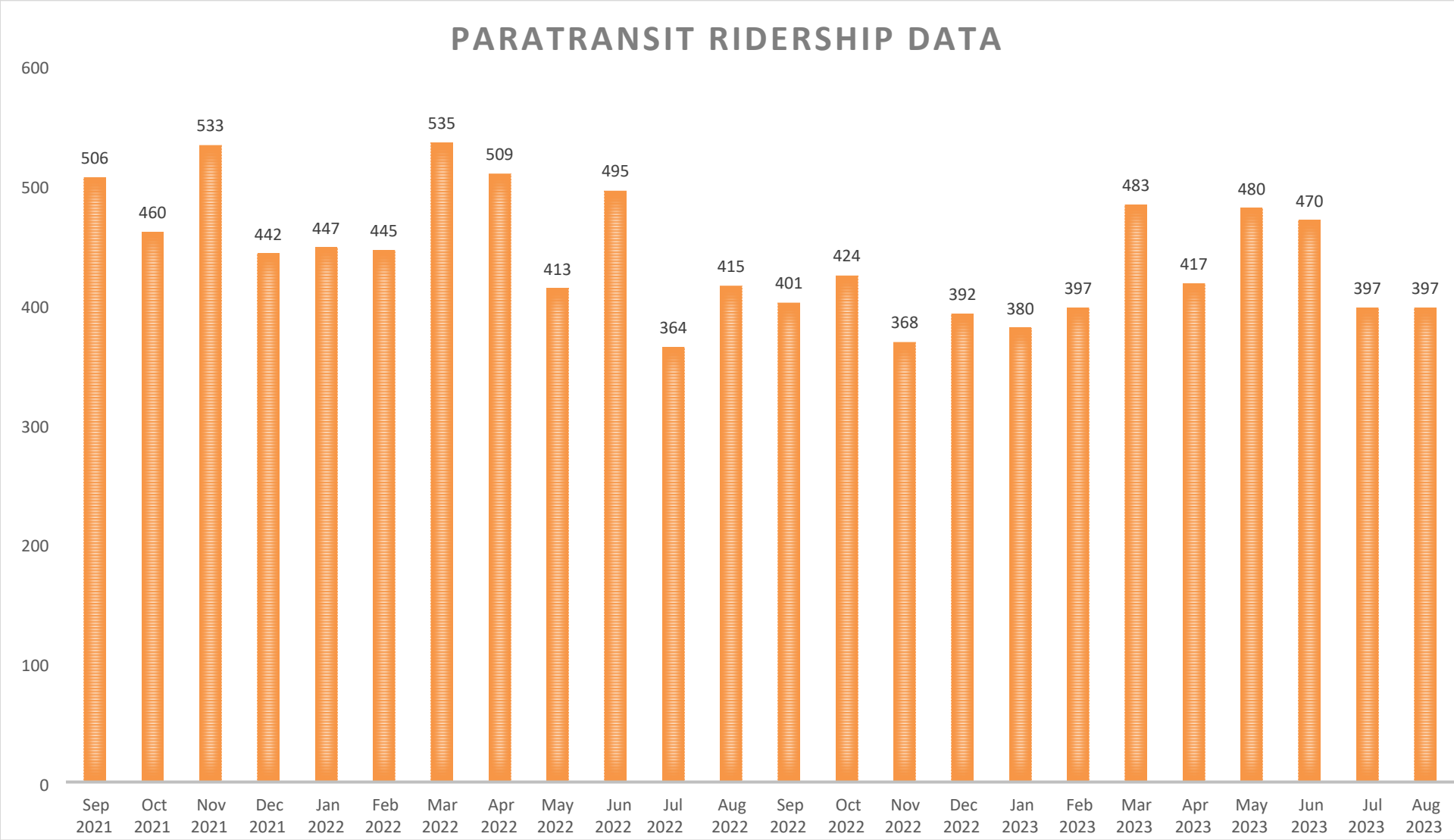


Figure 2. Paratransit Service





City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023
Agenda Item: Councilmember Reid's Report
Prepared by: Darlene Parker
Presented by: Councilmember Reid

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

Monthly ESG Operations and Status Report



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023
Agenda Item: Monthly ESG Operation and Status Report
Prepared by: Darlene Parker
Presented by: Gary Gillard

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

BACKGROUND: None

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. ESG Operations and Status Report Aug 23

PREVIOUS COUNCIL DISCUSSION: None



August 2023

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STREETS/DRAINAGE.....	10-15
COMPLIANCE.....	16
FSGM.....	17

DEPARTMENTAL SUMMARY***Executive Summary***

Below are departmental activity reports for ESG-Operations for the month of July '23

Administrative

Aug '23 Team Players of the Month: Jemaine Anderson (FSGM)



29 Aug 23: The Brain Trust: Hurricane Idalia Briefing at EOC

Safety Incident Reports

Aug '23

At Fault Motor Vehicle Incidents	1
Motor Vehicle Accidents	0
First Aid Cases	0
Collateral Damage Incidents	4
Occupational Injury Incidents	2
Safety Training Hours	119
Medical Treatment Cases	0
Restricted Duty Cases	0
Lost Time Incidents	0
Worksite Inspections	48
Near Miss Incidents	0

HINESVILLE SAFETY TRAINING

(Hours)

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

(Hours)

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

(Hours)

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

(Hours)

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

(Hours)

Jan '23	Feb '23	Mar '23	Apr '23	May '23	Jun '23	Jul '23	Aug '23	Sep '23	Oct '23	Nov '23	Dec '22	Total
124	143	141	131	155	164	173	119					1150

Parks and Grounds (Mosquito Control)

Aug '23 Mosquito Control Activity Report

Date	Activity
1-Aug-23	Inspected stormwater structures for District 1
2-Aug-23	Inspected stormwater structures for District 1
3-Aug-23	Inspected stormwater structures for District 1
4-Aug-23	Inspected stormwater structures for District 1
7-Aug-23	Inspected stormwater structures for District 2
8-Aug-23	Inspected stormwater structures for District 2
9-Aug-23	Inspected stormwater structures for District 2/setup CDC light trap at this location due to breeding site in the vicinity
10-Aug-23	Inspected stormwater structures for District 2 / Received complaint from 1074 Kelly Drive
11-Aug-23	Conducting ulv application due to complaints of mosquitoes on 1074 Kelly Drive
14-Aug-23	Conducted ulv treatment of due to complaints of mosquitoes
15-Aug-23	Conducted Route spraying of starting point 505 Franklin Street and Evergreen subdivision
16-Aug-23	Inspected stormwater structures for District 3
17-Aug-23	Conducted Route spraying of Sherwood Forest, Garden Acres Subdivisions
18-Aug-23	Conducted ulv treatment of Saint John's Rd
21-Aug-23	Inspected stormwater structures for District 3
22-Aug-23	Inspected stormwater structures for District 3 / Conducted breeding site surveillance at this structure SW-TBD-SWC005388
23-Aug-23	Inspected stormwater structures for District 3/ Conducted ulv application at The Cove Lexington and Fire station
24-Aug-23	Inspected stormwater structures for District 3
25-Aug-23	Conducting site surveillance at PCTS0005.
28-Aug-23	Conducting breeding site surveillance at retention pond SWP000108
29-Aug-23	Made coordination with Azaelis for Adulticide and larvicide order
30-Aug-23	Hurricane Idalia
31-Aug-23	Conducting Post Hurricane breeding site surveillance

Parks and Grounds

23 Aug 23: Grounds and Boarded Up Windows (security) at Hineshaw Elementary School



Vehicle Maintenance

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

Department	CM	PM	Total
Police	8	5	13
Fire	3	0	3
Stormwater	7	1	8
City Hall Admin	1	0	1
ESG Admin	1	0	1
Inspections	4	1	5
Sanitation	34	1	35
Streets/Drainage	2	0	2
Parks/Grounds	6	1	7
FSAB/HAAF	2	0	2
Vehicle Maint	3	1	4
Const Maint	2	0	2
Meter Reading	2	1	3
Water Lab	0	0	0
Lift Stations	1	0	1
WRF	1	0	1
WPCP	1	0	1
		Total	89

Sanitation

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

Tons of Garbage

NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	TOTAL	AVG
850	911	957	784	948	900	939	989	1006	956	980	918	11138	928.17
947	899	889	865	1012	988	1065	1033	1069	1048	854	958	11627	968.92
942	870	1063	819	955	975	995	980	1120	956	915	1112	11702	975.17
894	1078	1053	879	1080	1323	782	1246	1253	1165	1174	1119	13046	1087.2
1086	1246	1023	1023	1379	1242	1228	1284	1334	1222	1203	1086	14356	1196.3
1184	1282	1660	1015	1307	1136	1170	1177	1129	1240	1180	1077	14557	1213.1
1174	1168	1184	1078	1279	1111	1302	1260	1200	1254			12010	1201
												0	0

Cubic Yards of Yard Waste

YEAR	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	TOTAL	AVG
2016/17	3275	1625	2200	2575	2850	2375	2150	1150	1625	1425	6750	1625	29625	2468.8
2017/18	1800	1700	1625	1850	2775	1825	2304	1350	2050	1950	1966	3175	24370	2030.8
2018/19	1200	1675	2575	1775	2275	1750	1925	1625	1575	725	1475	1325	19900	1658.3
2019/20	1100	1875	1925	1325	2475	3200	2425	2000	1575	2050	1775	2425	24150	2012.5
2020/21	1975	2600	2500	2225	3200	2450	2700	2550	2075	1475	1700	1750	27200	2266.7
2021/22	2125	2975	1725	2425	2350	2175	2000	1300	1050	1300	1300	2100	22825	2075
2022/23	1550	2675	2400	2750	3000	2050	2250	1675	1500	1650			21500	2150
2023/24													0	0

30 Aug 23: The Calm Before the Storm: Sanitation Department Prepares for Hurricane Idalia

Streets

Aug '23: Sign Maintenance/Pothole Repairs

DATE	STREET	SIGN	POTHOLE
1-Aug-23	208 W-COURT ST		FILLED 1 POTHOLE
	209 W-COURT ST		FILLED 1 POTHOLE
	354 MEMORIAL DR		FILLED 1 POTHOLE
	706 BRADWELL ST		FILLED 1 POTHOLE
	602 TANGLEWOOD DR		FILLED 1 POTHOLE
2-Aug-23	230 SURRY RD		FILLED 3 POTHOLE.
	800 FOREST ST		FILLED 1 POTHOLE
	800 FOREST ST		FILLED 5 POTHOLE
	798 FOREST ST		FILLED 5 POTHOLE
	125 COATES RD		FILLED 1 POTHOLE
3-Aug-23	KELLY DR & DEBBIE DR	INSTALLED NEW ROAD NAME SIGNS	
	ASHMORE RD & SURRY RD	INSTALLED NEW ROAD NAME SIGNS	
	EASY ST & COURTLAND DR	INSTALLED NEW ROAD NAME SIGNS	
	ELM ST & SCOTT ST	INSTALLED NEW ROAD NAME SIGNS	
4-Aug-23	WESTCHESTER LN	NEW AUTISTIC CHILD AREA	
	615 DEMERE ST		FILLED 1 POTHOLE
	190 BARRY McCAFFERY BLVD		FILLED 1 POTHOLE
	846 WILLOWBROOK		FILLED 3 POTHOLE
	848 WILLOWBROOK		FILLED 3 POTHOLE
	407 VALDEZ ST		FILLED 3 POTHOLE
8-Aug-23	140 BARRY McCAFFERY BLVD		FILLED 4 POTHOLE
	144 BARRY McCAFFERY BLVD		FILLED 2 POTHOLE
	156 BARRY McCAFFERY BLVD		FILLED 6 POTHOLE
	150 BARRY McCAFFERY BLVD		FILLED 1 POTHOLE
	800 FOREST ST		FILLED 1 POTHOLE
	810 FOREST ST		FILLED 1 POTHOLE
	800 FOREST ST		FILLED 2 POTHOLE
	798 FOREST ST		FILLED 2 POTHOLE

9-Aug-23	801 SANDY RUN DR		FILLED 1 POTHOLE
	829 FOREST ST		FILLED 2 POTHOLE
10-Aug-23	929 LIVE OAK DR		FILLED 1 POTHOLE
	1009 VARNEDOE ST		FILLED 1 POTHOLE
	610 VARNEDOE ST		FILLED 1 POTHOLE
	890 VICTORY MANOR		FILLED 1 POTHOLE
	306 LIBERTY OAK LN		FILLED 1 POTHOLE
11-Aug-23	1436 COALITION CIR		FILLED 1 POTHOLE
	1166 S-MAIN ST		FILLED 3 POTHOLE
	1140 S-MAIN ST EXT		FILLED 4 POTHOLE.
	1237 S-MAIN ST EXT		FILLED 8 POTHOLE.
	354 MEMORIAL DR		FILLED 1 POTHOLE
	198 WAYFAIR LN		FILLED 4 POTHOLE.
14-Aug-23	102 HANDCOCK ST		FILLED 1 POTHOLE
	701 EDGEWOOD RD		FILLED 2 POTHOLE.
	1001 MILES CROSSING		FILLED 1 POTHOLE
	1000 MILES CROSSING		FILLED 3 POTHOLE.
	1002 MILES CROSSING		FILLED 3 POTHOLE.
	180 BARRY McCAFFERY BLVD		FILLED 1 POTHOLE
16-Aug-23	1001 MILES CROSSING		FILLED 1 POTHOLE
	625 WESTMORLAND ST		FILLED 1 POTHOLE
	626 WESTMORLAND ST		FILLED 1 POTHOLE
	105 McCARTHOR		FILLED 1 POTHOLE
24-Aug-23	834 FOREST ST		FILLED 1 POTHOLE
	800 FOREST ST		FILLED 1 POTHOLE
	801 FOREST ST		FILLED 1 POTHOLE
	789 FOREST ST		FILLED 1 POTHOLE
	798 FOREST ST		FILLED 1 POTHOLE
	204 WESTCHESTER ST	INSTALLED AUTISTIC AREA SIGN (REQUEST)	
	201 SLAYTON ST	INSTALLED AUTISTIC AREA SIGN (REQUEST)	

6 Aug 23: School Zone Pedestrian Crosswalk on Pafford Street

Drainage

Street Sweeping Monthly Total Miles

	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
November	784	881	933	768	788	838	1103	
December	628	658	762	899	895	897	752	
January	783	871	774	815	789	828	778	
February	776	790	835	902	807	442	716	
March	833	826	908	1047	1052	991	920	
April	777	855	913	1036	1011	934	955	
May	876	1021	1029	841	798	828	1017	
June	870	822	789	1005	1092	837	609	
July	813	940	997	1079	1047	532	923	
August	963	970	1004	961	923	871	1057	
September	616	897	949	973	899	684		
October	899	1023	1019	837	847	670		
Total	9618	10554	10912	11163	10948	9352	8830	0

Compliance

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

Water Treatment

Water Production (million gallons)	123.699
Water Meters Read	13,926
Water/Sewer line locates	555
Sewer Main Cleaning Footage	16,033

Wastewater Treatment

WPCP

Hinesville Total Flow (million gallons)	101.79
Hinesville Average Flow (million gallons per day)	3.28
Ft. Stewart Total Flow (million gallons)	91.19
Ft. Stewart Average Flow (million gallons per day)	2.94
Combined Total Inf Flow (million gallons per day)	6.23
Combined Average Eff Flow (million gallons per day)	6.37

WRF

Influent flow (million gallons)	46.854
Influent flow Average (million gallons per day)	1.511
Discharge flow (million gallons)	32.215
Discharge flow Average (million gallons per day)	1.039
Re-use flow (million gallons)	9.454
Re-use flow Average (million gallons per day)	0.305
On-Site Storage (million gallons)	5.185

FSGM

Small Arms Range India





City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023
Agenda Item: City Manager's Report
Prepared by: Christy Deloach
Presented by: Kenneth Howard

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

Date: September 21, 2023
Agenda Item: Executive Session
Prepared by: Christy Deloach
Presented by: Mayor Allen Brown

PURPOSE: To Hold an Executive Session to Discuss Personnel Matters.

BACKGROUND:

FUNDING:

RECOMMENDATION:

ATTACHMENTS:

PREVIOUS COUNCIL DISCUSSION: