

MAYOR
Allen Brown

CITY MANAGER
Kenneth Howard

CITY CLERK

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
December 7, 2023
Council Chamber**

1. INVOCATION

Bishop Betton of The Cathedral of Praise.

2. MINUTES

Approve the Minutes of the November 16, 2023 Council Meeting.

3. UNFINISHED BUSINESS

3.1. GEORGIA MUNICIPAL EMPLOYEES BENEFIT SYSTEM (GMEBS) DEFINED BENEFIT RETIREMENT PLAN AMENDMENT ORDINANCE #2023-10

To Present for Mayor and Council Consideration, To amend the City of Hinesville's Georgia Municipal Employees Benefit System (GMEBS) Defined Benefit Retirement Plan Amendment Ordinance #2023-10.

Action Item

3.2. LIBERTY COUNTY BOARD OF HEALTH

To Present for Mayor and Council Consideration, appointment to Replace Mayor Pro Tem Keith Jenkins on the Liberty County Board of Health. This Appointment is made by the Mayor or his appointee.

Informational Item

3.3. LIBERTY COUNTY BOARD OF HEALTH

To Present for Mayor and Council Consideration, Liberty County Board of Health Appointment that will expire on December 31, 2023. Appointments are Made by Mayor and Council.

Informational Item

3.4. LIBERTY COUNTY DEVELOPMENT AUTHORITY

To Present for Mayor and Council Consideration, Liberty County Development Authority Board Appointment that will expire on December 31, 2023. Appointments are made by Mayor and Council.

Informational Item

4. PRESENTATIONS

"Home for a Day or a Lifetime"

4.1. MONTHLY CITY CONSTRUCTION PROJECTS UPDATE

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

Informational Item

4.2. TEAM HINESVILLE UPDATE

To Present for Mayor and Council Consideration, an Update on Team Hinesville with Coach Ryan Burke.

Informational Item

5. PLANNING AND ZONING

5.1. PROPOSED UDO AMENDMENTS FOR SIGNAGE, ORDINANCE #2023-13

To Present for Mayor and Council Consideration, Proposed Amendments to the UDO for Signage, Ordinance #2023-13.

Informational Item

6. PUBLIC HEARING

6.1. REZONING PETITION 2023-072-H AND CONDITIONAL USE REQUEST 2023-073-H

To Present for Mayor and Council Consideration, Petition to Rezone 1.46 Acres of Land from OI (Office Institutional) to C2 (General Commercial) for an Event Center/Banquet Hall at 406 South Main Street, Further Described as LCTM Parcel 056D017. (District #1)

Action Item

6.2. CONDITIONAL USE AND VARIANCE REQUESTS 2023-077-H

To Present for Mayor and Council Consideration, Conditional Use Request to Remove the Special Condition Prohibiting Day Care Centers from a 2010 Rezoning. Variance Request for the Vegetated Buffer Requirements Between Day Care Centers and Residentially Zoned Properties.

Action Item

7. NEW BUSINESS

7.1. PROPOSED PRIVATELY-OWNED FIRE HYDRANT INSTALLATION AND MAINTENANCE ORDINANCE #2023-07

To Present for Mayor and Council Consideration, Proposed Privately-Owned Fire Hydrant Installation and Maintenance Ordinance #2023-07.

Informational Item

7.2. BID OPENING FOR REAR LOADER GARBAGE TRUCK FOR PUBLIC WORKS SANITATION

Bid Opening for Rear Loader Garbage Truck for Public Works Sanitation.

Action Item

7.3. BID OPENING FOR STREET SWEEPER TRUCK FOR PUBLIC WORKS

Bid Opening for Street Sweeper Truck for Public Works.

Action Item

7.4. HFD BID OPENING FOR TWO (2) 1/2 TON PICKUP TRUCKS AND ONE (1) 3/4 TON

"Home for a Day or a Lifetime"

PICKUP TRUCK

To Present for Mayor and Council Consideration, Bid Opening for Two (2) 1/2 Ton Pickup Trucks and One (1) 3/4 Ton Pickup Truck.

Action Item

7.5. PURCHASE OF VEHICLE FOR INSPECTIONS DEPARTMENT

To purchase a vehicle for the Inspections department.

Action Item

8. BUSINESS LICENSE

8.1. YR 2024 ALCOHOL BEVERAGE LICENSE RENEWALS

To Present for Mayor and Council Consideration, **Consumption on Premise:** Doodles, El Cazador Mexican Restaurant, LongHorn Steakhouse, O.D. Crabhouse, Parrot & Frog, Phillips Seafood, and Zum Rosenhof German Restaurant. **Consumption off Premise:** EZ Trip, Fast Stop, Handyland Exxon, Hinesville Station, Jay Vashudev & Co Inc., Liquor World, Lucky's Food Mart, One Stop Package, Party Package L-Store, Pit Stop, Speisekammer, Texaco Food Mart, Walmart #4525, and Vasudev Foodmart.

Action Item

8.2. TRANSIENT MERCHANT LICENSE REQUEST

To Present for Mayor and Council Consideration, Heater Perez of Phantom Fireworks a 2023 Transient Merchant License to sell Fireworks at one location.

Action Item

9. PUBLIC COMMENT

9.1. PUBLIC COMMENT

10. MAYOR ALLEN BROWN

10.1. MAYOR BROWN'S REPORT

11. COUNCILMEMBER RILES - DISTRICT 5

11.1. COUNCILMEMBER RILES REPORT

12. MAYOR PRO TEM JENKINS - DISTRICT 4

12.1. MAYOR PRO TEM JENKINS REPORT

13. COUNCILMEMBER NELSON - DISTRICT 3

13.1. COUNCILMEMBER NELSON'S REPORT

14. COUNCILMEMBER FLOYD - DISTRICT 2

14.1. COUNCILMEMBER FLOYD'S REPORT

15. COUNCILMEMBER REID - DISTRICT 1

15.1. COUNCILMEMBER REID'S REPORT

16. CITY MANAGER KENNETH HOWARD

"Home for a Day or a Lifetime"

16.1. CITY MANAGER'S REPORT

16.2. HOLIDAY SCHEDULE

Holiday Schedule Recommendation.

Informational Item

17. ADJOURN

"Home for a Day or a Lifetime"



City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023

Agenda Item: Georgia Municipal Employees Benefit System (GMEBS) Defined Benefit Retirement Plan Amendment Ordinance #2023-10

Prepared by: Virginia Hendricks

Presented by: Holly Fields

PURPOSE: To Present for Mayor and Council Consideration, To amend the City of Hinesville's Georgia Municipal Employees Benefit System (GMEBS) Defined Benefit Retirement Plan Amendment Ordinance #2023-10 to establish a 50&20 alternative normal retirement qualification for eligible regular employees who terminate employment on or after the amendment effective date of December 8, 2023.

BACKGROUND: This change will be an Ordinance to amend and restate the Retirement Plan for the Employees of the City of Hinesville, Georgia in accordance with and subject to the terms and conditions set forth in the attached Adoption Agreement, any Addendum to the Adoption Agreement, the Georgia Municipal Employees Benefit System (GMEBS) Master Plan Document, and the GMEBS Trust Agreement. The effective date of the ordinance shall be December 8, 2023.

FUNDING: Inclusion of the proposed benefit improvement would increase by an estimated 1.57% or \$151,000.

RECOMMENDATION: Approval

ATTACHMENTS:

1. Hinesville Gen Addendum 10 24 2023
2. Hinesville AA 11 13 23

PREVIOUS COUNCIL DISCUSSION: November 16, 2023

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

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

***** Item (1) of Pre-Approved Addendum – Not Applicable *****

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

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

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

(b) Treatment of Prior Credited Service. With respect to the Employees described in subsection 2(a) above, and provided the transfer of assets referred to in subsection 2(c) below is completed, Credited Service under the City of Hinesville Retirement Plan prior to January 1, 2009 will be considered Credited Service under the LCPC Plan in determining whether said Employees have satisfied the minimum Service requirements for participation and Vesting under the LCPC Plan and the minimum Service requirements for Early or Normal Retirement under the LCPC Plan. Provided the transfer of assets referred to in subsection 2(c)

below is completed, such Credited Service will also be taken into account for purposes of computing the amount of any benefits to which said Employees are entitled under the LCPC Plan.

- (c) **Transfer of Assets on Behalf of Former Participants in Hinesville Plan.** To help fund the cost of providing benefits under the LCPC Plan for the Employees described in subsection 2(a) above who participated under the City of Hinesville Retirement Plan prior to January 1, 2009, with respect to service prior to said date, the Georgia Municipal Employees Benefit System (GMEBS) is hereby authorized and directed to transfer from the Trust Fund of the City of Hinesville Retirement Plan to the newly created Trust Fund for the LCPC Plan a lump sum amount equal to the present value of the Accrued Benefit under this Plan for each of the Employees described in subsection 2(a) above as of January 1, 2009, as determined by the GMEBS actuary. Upon completion of said transfer of assets, said Employees and their heirs and assigns will have no further right, title or interest under this Plan with respect to their Service prior to January 1, 2009, and their entitlement to benefits, if any, will be determined in accordance with and subject to the terms of the LCPC Plan.

*** Items (3) through (5) of Pre-Approved Addendum – Not Applicable ***

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

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

☐ (f) including _____ (specify type of included earnings).

This definition of Earnings applies to (check one):

☐ All Participants.

☒ Only the following Participants (must specify): The City Manager in such position on September 7, 2017, (i.e., Mr. Lester L. Edwards) in accordance with the Severance Agreement Release and Covenant Not to Sue ("Agreement") entered into between such City Manager and the City of Hinesville.

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

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

***** Items (7) through (16) of Pre-Approved Addendum – Not Applicable *****

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

Attest:

CITY OF HINESVILLE, GEORGIA

City Clerk

Mayor

(SEAL)

Approved:

City Attorney

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

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

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

(SEAL)

Secretary

GEORGIA MUNICIPAL EMPLOYEES
BENEFIT SYSTEM

DEFINED BENEFIT RETIREMENT PLAN

AN ORDINANCE
and
ADOPTION AGREEMENT
for
City of Hinesville

Form Pre-approved Plan Adoption Agreement
Amended and Restated for Third Six-Year Cycle, 2020 Cumulative List

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I. AN ORDINANCE

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

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

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

Ordinance continued on page 37

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

1. ADMINISTRATOR

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

2. ADOPTING EMPLOYER

Name: **City of Hinesville, Georgia**

3. GOVERNING AUTHORITY

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

4. PLAN REPRESENTATIVE

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

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

5. PENSION COMMITTEE

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

Position:

Position:

Position:

Position:

Position:

Pension Committee Secretary: **Human Resources Director**

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

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

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

6. TYPE OF ADOPTION

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

- ☐ This is a new defined benefit plan adopted by the Adopting Employer for its Employees. This plan does not replace or restate an existing defined benefit plan.
- ☐ This is an amendment and restatement of the Adopting Employer's preexisting non-GMEBS defined benefit plan.
- ☒ This is an amendment and restatement of the Adoption Agreement previously adopted by the Employer, as follows (**check one or more as applicable**):
 - ☒ To update the Plan to comply with the PATH Act, and other applicable federal laws and guidance under IRS Notice 2020-14 (the 2020 Cumulative List).
 - ☒ To make the following amendments to the Adoption Agreement (**must specify below revisions made in this Adoption Agreement; all provisions must be completed in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): This is an amendment to (1) change the Early Retirement qualification to attainment of age 50 and completion of 10 years of Service for Participants who are in Service on or after December 8, 2023 (see Adoption Agreement, p. 14) and (2) establish a 50 & 20 Alternative Normal Retirement qualification for Eligible Regular Employees who are in Service on or after December 8, 2023 (see Adoption Agreement, p. 19).**

7. EFFECTIVE DATE

NOTE: This Adoption Agreement and any Addendum, with the accompanying Basic Plan Document, is designed to comply with Internal Revenue Code Section 401(a), as applicable to a governmental qualified defined benefit plan, and is part of the GMEBS Defined Benefit

Retirement Plan. Plan provisions designed to comply with certain provisions of the Protecting Americans from Tax Hikes Act of 2015 ("PATH Act"); and Plan provisions designed to comply with certain provisions of additional changes in federal law and guidance from the Internal Revenue Service under Internal Revenue Service Notice 2020-14 (the 2020 Cumulative List) are effective as of the applicable effective dates set forth in the Adoption Agreement and Basic Plan Document. By adopting this Adoption Agreement, with its accompanying Basic Plan Document, the Adopting Employer is adopting a plan document intended to comply with Internal Revenue Code Section 401(a), as updated by the PATH Act and the 2020 Cumulative List with the applicable effective dates.

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

The effective date of this Plan is _____.

(insert effective date of this Adoption Agreement but not earlier than the first day of the current Plan Year in which the Plan is adopted).

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

Except as otherwise specifically provided in the Basic Plan Document or in this Adoption Agreement, the effective date of this restatement shall be _____ **(insert effective date of this Adoption Agreement but not earlier than the first day of the current Plan Year in which the Plan is adopted (unless a retroactive corrective amendment is permitted under EPCRS, Rev. Proc. 2021-30 (or subsequent updated guidance))).** This Plan is intended to replace and serve as an amendment and restatement of the Employer's preexisting plan, which became effective on _____ **(insert original effective date of preexisting plan).**

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

Except as otherwise specifically provided in the Basic Plan Document or in this Adoption Agreement, the effective date of this restatement shall be **December 8, 2023** **(insert effective date of this Adoption Agreement but not earlier than the first day of the current Plan Year in which the Plan is adopted (unless a retroactive corrective amendment is permitted under EPCRS, Rev. Proc. 2021-30 (or subsequent updated guidance))).**

This Plan is adopted as an amendment and restatement of the Employer's preexisting GMEBS Adoption Agreement, which became effective on **September 22, 2023** **(insert effective date of most recent Adoption Agreement preceding this Adoption Agreement).**

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

Plan, then the Employer's non-GMEBS Plan was originally effective _____ (if applicable, insert effective date of Employer's original non-GMEBS Plan).)

8. PLAN YEAR

Plan Year means (check one):

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

9. CLASSES OF ELIGIBLE EMPLOYEES

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

A. Eligible Regular Employees

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

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

B. Elected or Appointed Members of the Governing Authority

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

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

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

Please specify any limitations on eligibility to participate here (e.g., service on or after certain date, or special waiting period provision): **Each elected or appointed member of the Governing Authority who holds an office of the Employer on April 1, 1986, shall be qualified to participate in the Plan on such date. Each elected or appointed member of the Governing Authority who holds such office after April 1, 1986, shall be qualified to participate on the first day of the month immediately following or coinciding with the date he or she occupies such office. (Participation became mandatory effective August 1, 2003. See Section 12 of this Adoption Agreement concerning mandatory participation in the Plan). In accordance with Section 4.03(b) of the Basic Plan Document Plan, an elected or appointed member of the Governing Authority who initially takes office or returns to office on or after January 1, 2015, shall be qualified to participate in the Plan on the date he or she initially takes such office or returns to office.**

(2) **Municipal Legal Officers (check one):**

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

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

10. ELIGIBILITY CONDITIONS

A. **Hours Per Week (Regular Employees)**

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

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

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

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

Minimum hour requirement applicable to excepted Regular Employees:

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

B. Months Per Year (Regular Employees)

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

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

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

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

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

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

11. WAITING PERIOD

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

12. ESTABLISHING PARTICIPATION IN THE PLAN

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

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

- ☒ None (Participation is mandatory for all Eligible Employees except as provided in Section 4.03(e) of the Basic Plan Document).
- ☐ Participation is optional for the following Eligible Employees (**must specify - specific positions are permissible; specific individuals may not be named; all positions or classes specified must be Eligible Employees**): _____.

13. CREDITED SERVICE

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

A. Credited Past Service with Adopting Employer

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

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

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

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

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

- ☐ All Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service), subject to any limitations imposed above with respect to Eligible Employees employed on the Effective Date.
- ☒ All Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service), provided that after returning to employment, the Eligible Employee performs Service equal to the period of the break in Service or one (1) year, whichever is less. Any limitations imposed above with respect to Eligible Employees employed on the Effective Date shall also apply.
- ☐ No Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service).

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

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

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

B. Prior Military Service

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

(1) Credit for Prior Military Service.

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

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

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

(2) Maximum Credit for Prior Military Service.

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

(3) Rate of Accrual for Prior Military Service.

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

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

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

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

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

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

C. Prior Governmental Service

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

(1) Credit for Prior Governmental Service.

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

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

(2) Definition of Prior Governmental Service.

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

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

(3) Maximum Credit for Prior Governmental Service.

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

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

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

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

(5) Payment for Prior Governmental Service Credit.

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

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

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

(1) Credit for Unused Paid Time Off.

Subject to the limitations in Section 3.01 of the Basic Plan Document, an Adopting Employer may elect to treat accumulated days of unused paid time off for a terminated Participant, for which the Participant is not paid, as Credited Service. The only type of leave permitted to be credited under this provision is leave from a paid time off plan which qualifies as a bona fide sick and vacation leave plan (which may include sick, vacation or personal leave) and which the Participant may take as paid leave without regard to whether the leave is due to illness or

incapacity. The Credited Service resulting from the conversion of unused paid time off must not be the only Credited Service applied toward the accrual of a normal retirement benefit under the Plan. The Pension Committee shall be responsible to certify to GMEBS the total amount of unused paid time off that is creditable hereunder.

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

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

- ☒ Unused paid time off shall **not** be treated as Credited Service **(if checked, skip to Section 14 – Retirement Eligibility)**.
- ☐ The following types of unused paid time off for which the Participant is not paid shall be treated as Credited Service under the Plan **(check one or more as applicable)**:
 - ☐ Unused sick leave
 - ☐ Unused vacation leave
 - ☐ Unused personal leave
 - ☐ Other paid time off **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: _____.

(2) Minimum Service Requirement.

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

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

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

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

(4) Maximum Credit for Unused Paid Time Off.

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

(5) Computation of Unused Paid Time Off.

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

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

14. RETIREMENT ELIGIBILITY

A. Early Retirement Qualifications

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

- ☒ Attainment of age **50 (insert number)**
- ☒ Completion of **10 years (insert number)** of Total Credited Service

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

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

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

- ☐ Attainment of age ____ **(insert number)**
- ☐ Completion of ____ years **(insert number)** of Total Credited Service

B. Normal Retirement Qualifications

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

(1) Regular Employees

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

- ☒ Attainment of age **65 (insert number)**

- ☒ Completion of 5 years (insert number) of Total Credited Service
- ☐ In-Service Distribution to Eligible Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and satisfies the minimum age parameters for In-Service Distribution described in Section 6.06(a)(3) of the Basic Plan Document, subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to (check one): ☐ all Participants ☐ only the following class(es) of Participants (must specify - specific positions are permissible; specific individuals may not be named): _____.

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

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

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

- ☐ Attainment of age _____ (insert number)
- ☐ Completion of _____ years (insert number) of Total Credited Service
- ☐ In-Service Distribution to Eligible Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and satisfies the minimum age parameters for In-Service Distribution described in Section 6.06(a)(3) of the Basic Plan Document, subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to (check one): ☐ all Participants ☐ only the following class(es) of Participants (must specify - specific positions are permissible; specific individuals may not be named): _____.

(2) **Elected or Appointed Members of Governing Authority**

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

- ☒ Attainment of age 65 (insert number)
- ☐ Completion of _____ years (insert number) of Total Credited Service
- ☐ In-Service Distribution to Eligible Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets

minimum age and service requirements specified immediately above and satisfies the minimum age parameters for In-Service Distribution described in Section 6.06(a)(3) of the Basic Plan Document, subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one)**: ☐ all Participants ☐ only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

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

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

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

- ☐ Attainment of age _____ **(insert number)**
- ☐ Completion of _____ years **(insert number)** of Total Credited Service
- ☐ In-Service Distribution to Eligible Employees permitted (*i.e.*, a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and satisfies the minimum age parameters for In-Service Distribution described in Section 6.06(a)(3) of the Basic Plan Document, subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one)**: ☐ all Participants ☐ only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

C. **Alternative Normal Retirement Qualifications**

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

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

- (1)** ☐ Not applicable (the Adopting Employer does not offer alternative normal retirement benefits under the Plan).

(2) ☒ **Alternative Minimum Age & Service Qualifications (if checked, please complete one or more items below, as applicable):**

- ☒ Attainment of age 55 (insert number)
- ☒ Completion of 25 years (insert number) of Total Credited Service
- ☐ In-Service Distribution to Eligible Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and satisfies the minimum age parameters for In-Service Distribution described in Section 6.06(a)(3) of the Basic Plan Document, subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to (check one): ☐ all Participants ☐ only the following class(es) of Participants (must specify - specific positions are permissible; specific individuals may not be named): ____.

This alternative normal retirement benefit is available to:

- ☐ All Participants who qualify.
- ☒ Only the following Participants (must specify - specific positions are permissible; specific individuals may not be named): Elected or appointed members of the Governing Authority.

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

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

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

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

- ☐ Must have attained at least age _____ (insert number)
- ☐ Must not satisfy any minimum age requirement
- ☐ In-Service Distribution to Eligible Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if the

Participant meets the minimum age and service requirements specified immediately above and satisfies the minimum age parameters for In-Service Distribution described in Section 6.06(a)(3) of the Basic Plan Document, subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one)**: ☐ all Participants ☐ only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

This alternative normal retirement benefit is available to:

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

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

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

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

- ☐ In-Service Distribution to Eligible Employees permitted (*i.e.*, a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if the Participant meets the minimum service requirement specified immediately above and satisfies the minimum age parameters for In-Service Distribution described in Section 6.06(a)(3) of the Basic Plan Document, subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one)**: ☐ all Participants ☐ only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

This alternative normal retirement benefit is available to:

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

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

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

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

Must specify qualifications (in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): Attainment of age 50 and completion of 20 years of Total Credited Service.

- ☐ In-Service Distribution to Eligible Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if the Participant meets minimum age and service requirements specified immediately above and satisfies the minimum age parameters for In-Service Distribution described in Section 6.06(a)(3) of the Basic Plan Document, subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to (**check one**): ☐ all Participants ☐ only the following class(es) of Participants (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

This alternative normal retirement benefit is available to:

- ☐ All Participants who qualify.
- ☒ Only the following Participants (**must specify - specific positions are permissible; specific individuals may not be named**): Eligible Regular Employees who are in Service on or after December 8, 2023.

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

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

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

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

- ☐ In-Service Distribution to Eligible Employees who are Public Safety Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if the Participant meets minimum age and service requirements specified immediately above and satisfies the minimum age parameters for In-Service Distribution Described in Section 6.06(a)(3) of the Basic Plan Document, subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one)**: ☐ all Participants ☐ only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

This alternative normal retirement benefit is available to:

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

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

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

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

D. Disability Benefit Qualifications

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

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

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

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

15. RETIREMENT BENEFIT COMPUTATION

A. Maximum Total Credited Service

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

- ☒ not limited.
- ☐ limited to _____ years for all Participants.
- ☐ limited to _____ years for the following classes of Eligible Regular Employees:
 - ☐ All Eligible Regular Employees.
 - ☐ Only the following Eligible Regular Employees: _____.
- ☐ limited to _____ years as an elected or appointed member of the Governing Authority.
- ☐ limited to _____ years as a Municipal Legal Officer.
- ☐ Other **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: _____.

B. Monthly Normal Retirement Benefit Amount

(1) Regular Employee Formula

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

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

This formula applies to:

- ☐ All Participants who are Regular Employees.

- ☐ Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.
- ☐ (b) **Alternative Flat Percentage Formula.** _____% (insert percentage) of Final Average Earnings multiplied by years of Total Credited Service as an Eligible Regular Employee. This formula applies to the following Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.
- ☒ (c) **Split Final Average Earnings Formula.** 1.5% (insert percentage) of Final Average Earnings up to the amount of **Covered Compensation** (see subsection (2) below for definition of Covered Compensation), plus 2.25% (insert percentage) of Final Average Earnings in excess of said Covered Compensation, multiplied by years of Total Credited Service as an Eligible Regular Employee.

This formula applies to:

- ☐ All Participants who are Regular Employees.
- ☒ Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: 1) Eligible Regular Employees employed on or after April 1, 1986; and 2) Eligible Regular Employees employed before such date, when application of the formula in this Section 15(B)(l)(c) would result in a higher benefit than the benefit as determined under Section 15(B)(l)(d) below.
- ☒ (d) **Alternative Split Final Average Earnings Formula.** 1.0% (insert percentage) of Final Average Earnings up to the amount of **Covered Compensation** (see subsection (2) below for definition of Covered Compensation), plus 1.75% (insert percentage) of Final Average Earnings in excess of said Covered Compensation, multiplied by years of Total Credited Service as an Eligible Regular Employee.

This formula applies to:

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

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

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

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

- ☐ (a) **A.I.M.E. Covered Compensation** as defined in Section 2.18 of the Basic Plan Document. This definition of Covered Compensation shall apply to (check one):
- ☐ All Participants who are Regular Employees.
- ☐ Only the following Participants (must specify - specific positions are permissible; specific individuals may not be named): _____.
- ☒ (b) **Dynamic Break Point** Covered Compensation as defined in Section 2.19 of the Basic Plan Document. This definition of Covered Compensation shall apply to (check one):
- ☐ All Participants who are Regular Employees.
- ☒ Only the following Participants (must specify - specific positions are permissible; specific individuals may not be named): Participants to whom the benefit formula under Section 15(B)(1)(c) applies.
- ☒ (c) **Table Break Point** Covered Compensation as defined in Section 2.20 of the Basic Plan Document. This definition of Covered Compensation shall apply to (check one):
- ☐ All Participants who are Regular Employees.
- ☒ Only the following class(es) of Participants (must specify - specific positions are permissible; specific individuals may not be named): Participants to whom the benefit formula under Section 15(B)(1)(d) applies.
- ☐ (d) **Covered Compensation** shall mean a Participant's annual Earnings that do not exceed \$ _____ (specify amount). This definition shall apply to (check one):
- ☐ All Participants who are Regular Employees.
- ☐ Only the following Participants (must specify - specific positions are permissible; specific individuals may not be named): _____.

(3) **Final Average Earnings**

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

This definition of Final Average Earnings applies to:

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

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

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

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

- ☐ Not applicable (elected or appointed members of the Governing Authority or Municipal Legal Officers are not permitted to participate in the Plan).
- ☒ **\$100.00 (insert dollar amount)** per month for each year of Total Credited Service as an elected or appointed member of the Governing Authority or Municipal Legal Officer (service of at least 6 months and 1 day is treated as a year of Total Credited Service; provided, however, than an elected or appointed member of the Governing Authority or Municipal Legal Officer may accrue a maximum of one year of Total Credited Service for every 12-month period of Service as an elected or appointed member of the Governing Authority or Municipal Legal Officer).

This formula applies to:

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

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

C. Monthly Early Retirement Benefit Amount

Check and complete one or more as applicable:

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

Normal Retirement benefit, but the benefit shall be reduced to account for early commencement of benefits based on the following table. This table shall apply to:

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

Alternative Early Retirement Reduction Table

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

*Interpolate for whole months

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

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

E. Monthly Disability Benefit Amount

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

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

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

F. Minimum/Maximum Benefit For Elected Officials

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

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

G. Multiple Plans

In the event that the Employer maintains multiple plans, the following provisions will apply to the extent necessary to satisfy Code § 415.

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

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

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

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

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

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

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

- (b) ☐ The Participant's Early Retirement benefit shall be suspended in accordance with Section 6.06(a)(1) of the Basic Plan Document. However, the Participant may begin receiving benefits after satisfying the qualifications for Normal Retirement or Alternative Normal Retirement, as applicable, and after satisfying the minimum age parameters of Section 6.06(a)(3) of the Basic Plan Document, in accordance with Section 6.06(b)(2)(B)(i) of the Basic Plan Document.

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

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

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

B. Cost Of Living Adjustment

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

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

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

- ☒ All Participants (and their Beneficiaries).
- ☐ Participants (and their Beneficiaries) who terminate employment on or after _____ **(insert date)**.
- ☐ Other **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-**

1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)); specific positions are permissible; specific individuals may not be named): _____.

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

17. TERMINATION OF EMPLOYMENT BEFORE RETIREMENT; VESTING

A. Eligible Regular Employees

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

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

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

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

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

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

favorable as one of the following schedules: (i) 15-year cliff vesting, (ii) 20-year graded vesting, or (iii) for qualified public safety employees, 20-year cliff vesting.): _____.

B. Elected or Appointed Members of the Governing Authority

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

- ☐ Not applicable (elected or appointed members of the Governing Authority are not permitted to participate in the Plan).
- ☒ No vesting schedule (immediate vesting).
- ☐ Other vesting schedule **(Must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i). Must be at least as favorable as one of the following schedules: (i) 15-year cliff vesting, (ii) 20-year graded vesting, or (iii) for qualified public safety employees, 20-year cliff vesting.):** _____.

18. PRE-RETIREMENT DEATH BENEFITS

A. In-Service Death Benefit

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

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

(2) ☐ **Actuarial Reserve Death Benefit.** A monthly benefit payable to the Participant's Pre-Retirement Beneficiary, actuarially equivalent to the reserve required for the Participant's anticipated Normal Retirement benefit, provided the Participant meets the following eligibility conditions **(check one)**:

- ☐ The Participant shall be eligible upon satisfying the eligibility requirements of Section 8.02(c) of the Basic Plan Document.
- ☐ The Participant must have _____ years **(insert number)** of Total Credited Service.
- ☐ Other eligibility requirement **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: _____.

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

- ☐ Total Credited Service accrued prior to the date of the Participant's death.
- ☐ Total Credited Service accrued prior to the date of the Participant's death, plus **(check one)**: ☐ one-half ($\frac{1}{2}$) ☐ _____ **(insert other fraction)** of the Service between such date of death and what would otherwise have been the Participant's Normal Retirement Date. **(See Basic Plan Document Section 8.02(b) regarding 10-year cap on additional Credited Service.)**

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

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

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

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

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

B. Terminated Vested Death Benefit

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

- ☒ **Auto A Death Benefit.** A monthly benefit payable to the Participant's Pre-Retirement Beneficiary, equal to the decreased monthly retirement benefit that would have otherwise been payable to the Participant had the Participant elected a 100% joint and survivor benefit under Section 7.03 of the Basic Plan Document.
- ☐ **Accrued Retirement Benefit.** A monthly benefit payable to the Participant's Pre-Retirement Beneficiary which shall be actuarially equivalent to the Participant's Accrued Normal Retirement Benefit determined as of the date of death.

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

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

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

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

19. EMPLOYEE CONTRIBUTIONS

(1) Employee contributions (check one):

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

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

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

The Employer hereby elects **(check one)**:

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

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

- ☐ Interest shall not be paid.
- ☐ Interest shall be paid on a refund of Employee Contributions at a rate established by GMEBS from time to time.

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

20. MODIFICATION OF THE TERMS OF THE ADOPTION AGREEMENT

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

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

21. TERMINATION OF THE ADOPTION AGREEMENT

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

22. EMPLOYER ADOPTION AND AUTHORIZATION FOR AMENDMENTS

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

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

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

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

This Adoption Agreement (and any Addendum) may only be used in conjunction with Georgia Municipal Employees Benefit System Basic Defined Benefit Retirement Plan Document approved by the Internal Revenue Service under opinion letter Q705465a dated August 31, 2023. The Adopting Employer understands that failure to properly complete this Adoption Agreement (or any Addendum), or to operate and maintain the Plan and Trust in accordance with the terms of the completed Adoption Agreement (and any Addendum), Basic Plan Document and Trust, may result in disqualification of the Adopting Employer's Plan under the Internal Revenue Code. Inquiries regarding the adoption of the Plan, the meaning of Plan provisions, or the effect of the IRS opinion letter should be directed to the Administrator. The Administrator is Georgia Municipal Employees Benefit System, with its primary business offices located at: 201 Pryor Street, SW, Atlanta, Georgia, 30303. The business telephone number is: (404) 688-0472. The primary person to contact is: GMEBS Legal Counsel.

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

On and after February 17, 2005, the Board delegates to the Provider the authority to advise and prepare amendments to the Plan, for approval by the Board, on behalf of all Adopting Employers, including those Adopting Employers who have adopted the Plan prior to the January 1, 2013, restatement of the Plan, for changes in the Code, the regulations thereunder, revenue rulings, other statements published by Internal Revenue Service, including model, sample, or

other required good faith amendments (but only if their adoption will not cause such Plan to be individually designed), and for corrections of prior approved plans. These amendments shall be applied to all Adopting Employers. Employer notice and signature requirements have been met for all Adopting Employers before the effective date of February 17, 2005. In any event, any amendment prepared by the Practitioner and approved by the Board will be provided by the Administrator to Adopting Employers.

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

- the date the Internal Revenue Service requires the Adopting Employer to file Form 5300 as an individually designed plan as a result of an amendment by the Adopting Employer to incorporate a type of Plan not allowable in a pre-approved plan as described in Revenue Procedure 2017-41; or
- as of the date the Plan is otherwise considered an individually designed plan due to the nature and extent of the amendments.

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

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

Reliance on Opinion Letter. As provided in Revenue Procedure 2017-41, the Adopting Employer may rely on the Plan's opinion letter, provided that the Adopting Employer's Plan is identical to the GMEBS Plan, and the Adopting Employer has not amended or made any modifications to the Plan other than to choose the options permitted under the Plan, Adoption Agreement, and any Addendum.

AN ORDINANCE (continued from page 1)

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

Section 3. The effective date of this Ordinance shall be December 8, 2023 **(not earlier than the first day of the current Plan Year in which the Plan is adopted, unless a retroactive corrective amendment is permitted under EPCRS, Rev. Proc. 2021-30 (or subsequent updated guidance))**.

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

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

Attest:

CITY OF HINESVILLE, GEORGIA

City Clerk

Mayor

(SEAL)

Approved:

City Attorney

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

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

Board of Trustees
Georgia Municipal Employees
Benefit System

(SEAL)

Secretary



City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023
Agenda Item: Liberty County Board of Health
Prepared by: Virginia Hendricks
Presented by: Kenneth Howard

PURPOSE: To Present for Mayor and Council Consideration, Appointment to Replace Mayor Pro Tem Keith Jenkins on the Liberty County Board of Health. This Appointment is made by Mayor.

BACKGROUND: Mayor Brown appointed Mayor Pro Tem Jenkins to serve on the Liberty County Board of Health.

FUNDING: N/A

RECOMMENDATION: N/A

ATTACHMENTS:

1. Liberty County Board of Health Spreadsheet
2. Liberty County BOH By-Laws

PREVIOUS COUNCIL DISCUSSION: November 16, 2023

STANDING
BOARDS/COMMISSIONS/AUTHORITIES
APPOINTEES

Liberty County Board of Health							
APPOINTED BY	CURRENT APPOINTEES	RESIDES IN DISTRICT	TERMS SERVED	LENGTH OF TERM	TERM BEGAN	TERM EXPIRES	NOTES
Mayor Brown	Keith Jenkins	4		4 years	06/17/2016	12/31/2023	
Mayor and Council	Martha Kitchings*				07/07/2022	12/31/2023	Martha Kitchings is filling the unexpired term of Samantha Roberts

Created by State Law O.C.G.A. 31-3-2 (a) (5)

**BY-LAWS
OF
LIBERTY COUNTY BOARD OF HEALTH**

ARTICLE I

NAME: This Board of Health is a creation of Title 31-3, *Official Code of Georgia Annotated* (O.C.G.A.), which establishes a county Board of Health in each and every county of the state. Consequently, this Board of Health is named the Liberty County Board of Health.

ARTICLE II

FUNCTIONS AND POWERS: The functions and powers of the Liberty County Board of Health are those given it by Titles 31-3-4 and 31-3-5 of the *Official Code of Georgia Annotated*.

A: FUNCTIONS

The Liberty County Board of Health functions are:

- 1) To determine the health needs and resources of its jurisdiction by research, and by collection, analysis, and evaluation of all data pertaining to the health of the community;
- 2) To develop, in cooperation with the health department, programs, activities, and facilities responsive to the needs of its area;
- 3) To secure compliance with the rules and regulations of the health department and have local application; and
- 4) To enforce, or cause enforcement of, all laws pertaining to health unless the responsibility for the enforcement of such laws is that of another agency.

B: POWERS

The Liberty County Board of Health is empowered to:

- 1) Establish and adopt By-Laws for its own governance. Meetings shall be held at least four (4) times per year.
- 2) Exercise responsibility and authority in all matters within the county pertaining to health unless the responsibility for enforcement of such is By-Laws of another agency;

- 3) Take such steps, as may be necessary, to prevent and suppress disease and conditions deleterious to health and to determine compliance with health laws and rules, regulations, and standards adopted;
- 4) Adopt and enforce rules and regulations appropriate to its functions and powers.
- 5) Review and approve annual budget, review and accept the annual audit report and review quarterly financial update on results of operations;
- 6) Propose to the Liberty County Commission fees for the provision of environmental health services provided by the County Board of Health;
- 7) Make contracts and establish fees for the provision of public health services provided by the County Board of Health;
- 8) Contract with Georgia Department of Public Health, or other agencies, for assistance in the performance of its functions and the exercise of its powers and for supplying services which are within its purview to perform, provided that such contracts and amendments thereto shall have first been approved by the Georgia Department of Public Health; and
- 9) Establish rules and regulations which apply to all citizens and premises of the county or to specified areas and citizens therein without regard to the remainder of the county (OCGA 31-3-6).

ARTICLE III

MEMBERSHIP: The Liberty County Board of Health shall be composed of seven members as provided in Title 31-3-2 of the Official Code of Georgia Annotated. Composition of the Board of Health, appointments, terms of members, notification of vacancies, appointment, and qualification of members, to fill vacancies, shall all be according to said Title 31-3-2, and these By-Laws. The composition of the Liberty County Board of Health is listed in the following table:

**GEORGIA HEALTH CODE
CHAPTER 3 COUNTY BOARDS OF HEALTH**

31-3-2

Composition; terms of members (Created by House Bill 1068, 1984 Georgia Legislature)

BOARD OF HEALTH MEMBERS	TERM BEGINS/EXPIRES
1. Chief executive officer of the governing authority of County (Chairperson of County Commission or another member of the County Commission)	Serves While Holding Office
2. County Superintendent of Schools (or an Assistant Superintendent of Schools appointed by the Superintendent)	Serves While Holding Office
3. Physician actively practicing in County (Appointed by governing authority of County [County Commissioners])	Six Year Term
4. Consumer representing consumers of Mental Health, Mental Retardation, and Substance Abuse Services. (Appointed by governing authority of County [County Commissioners])	Six Year Term
5. Consumer or licensed nurse interested in promoting Public Health (Appointed by governing authority of the largest municipality in the county)	Six Year Term
6. Consumer representing the County's needy, underprivileged, or elderly community (Appointed by governing authority of County [County Commissioners])	Six Year Term
7. Chief executive officer of the governing authority of the largest municipality of the County (or a member of the City Commission)	Serves While Holding Office

No member appointed to the Liberty County Board of Health shall be an employee of the Liberty County Government or of the Liberty County Health Department. Appointing authority must provide documentation to Liberty County Board of Health of selection. *When a Board member's term expires, that Board member will continue to hold office and may continue to participate and vote on Board matters until a successor is sworn in.*

ARTICLE IV

TITLES OF OFFICERS: The officers of Liberty County Board of Health shall be the Chairperson, Vice-Chairperson, and Secretary.

ELECTION OF OFFICERS:

Officers shall be elected bi-annually and at the first regular meeting of the Board of Health of the calendar year. To qualify for nomination, as an officer of the Liberty County Board of Health, it is preferred that a person must have been a member of the Board of Health for a minimum of one year. There shall be no limit to the number of terms to which the officers may be elected to serve.

A. DUTIES OF THE BOARD OF HEALTH CHAIRPERSON

1. The Chairperson person shall:
 - a) ensure that all meetings are held as required by these By-Laws;
 - b) preside at all meetings of the Board of Health;
 - c) ensure that provisions in these By-Laws are adhered to;
 - d) ensure that all policies, resolutions, and directives of the Board of Health are carried out;
 - e) serve as an ex-officio member of all committees; and
 - f) perform other appropriate duties as the Board of Health may direct.
2. If the Chairperson does not fulfill his or her duties, resigns, or is no longer eligible to serve, the election of a new Chairperson will be conducted by the Board of Health.

B. DUTIES OF THE BOARD OF HEALTH VICE CHAIRPERSON:

1. In the absence of the Chairperson, the Vice Chairperson shall conduct the Board of Health meeting and perform other duties as requested.
2. In the absence of the Chairperson and the Vice Chairperson, the District Health Director may Chair the Board of Health meetings.

C. DUTIES OF THE BOARD OF HEALTH SECRETARY:

1. Ensure minutes are taken to accurately reflect proceedings of each meeting. A Liberty County Health Department employee may be designated to take the minutes of each meeting.

D. NOMINATING COMMITTEE

1. The Chairperson shall appoint a nominating committee consisting of three Board of Health members. This committee will be appointed two months prior to the meeting where elections are held. Additional nominations may be made from the floor at the time of elections.

E. DUTIES OF THE BOARD OF HEALTH MEMBERS

1. The members shall:
 - a) attend all meetings of the Board of Health if possible, but to remain on the Board of Health members must attend three (3) or more consecutive regular meetings or more than forty-five (45%) of the regularly held and specially called meetings during any calendar year*;

- b) be entitled to absent himself or herself and shall be deemed to have a leave of absence from his or her public duties (1) while engaged in the performance of ordered military duty and while going to and returning from such duty or (2) for other good cause as approved by the Board* ;

****Attendance Policy, Liberty County Board of Commissioners as amended***

- c) removal of any member will require a majority Board of Health vote;
- d) ensure that provisions in these By-Laws are adhered to;
- e) ensure that all policies, resolutions, and directives of the Board of Health are carried out;
- f) serve as an ex-officio member of all committees; and
- g) perform other appropriate duties as the Board of Health may direct.

ARTICLE V

CHIEF EXECUTIVE OFFICER: The District Health Director of Public Health District 9-1 shall serve as the Chief Executive Officer of this Board of Health as provided in Sections 31-3-12 and 31-3-15 of the Official Code of Georgia.

FUNCTIONS AND POWERS: The District Health Director, as Chief Executive Officer of this Board of Health, shall in the name of the Board of Health perform the functions and exercise the powers set forth in Chapter 31-3 of the Official Code of Georgia, except to adopt By-Laws and adopt rules.

COUNTY HEALTH DEPARTMENT LEADERSHIP STAFF (I.E COUNTY NURSE MANAGER, ENVIRONMENTAL HEALTH MANAGER): The County Nurse Manager and the Environmental Health County Manager, of the Liberty County Health Department, will sit on the Board of Health, as ex-officio members.

ARTICLE VI

REGULAR MEETINGS: Regular meetings shall be held no less frequently than quarterly.

SPECIAL MEETINGS: Special meetings may be called by the Chairperson at the request of any member of the Board-Health or as deemed necessary by the Chairperson. No business shall be transacted at a special meeting except that stated in the notice calling the meeting. Notice of any special meeting shall be given at least five days before the time set for the meeting; provided, however, that a meeting called to respond to a public health emergency may be held as soon as a quorum of members is assembled.

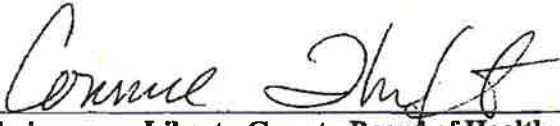
QUORUM: An officer plus 3 members of the Board of Health shall constitute a quorum for the conduct of business.

AMENDMENTS: The By-Laws may be amended, after at least 30 days notice, at any regular meeting of the Board of Health. Such notice shall be referred to a special committee which shall report at the next regular meeting and shall require a majority vote of those present for adoption. Amendments, so made, shall be effective when approved by the Board of Health.

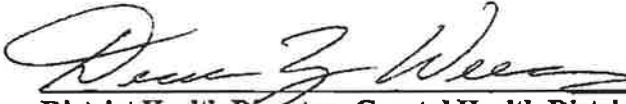
PARLIAMENTARY AUTHORITY: The rules contained in the current edition of *Robert's Rules of Order* shall guide governance in all cases to which they are applicable.

ADOPTION: These By-Laws shall be adopted at any regular meeting of the Board of Health in which there is a quorum and shall replace any previous By-Laws. Members of the Board of Health will need to be notified 30 days in advance if new By-Laws will be presented.

ADOPTED BY THE LIBERTY COUNTY BOARD OF HEALTH, THIS 6 **DAY OF**
March, 2014.



Chairperson, Liberty County Board of Health



District Health Director, Coastal Health District 9-1



City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023
Agenda Item: Liberty County Board of Health
Prepared by: Virginia Hendricks
Presented by: Kenneth Howard

PURPOSE: To Present for Mayor and Council Consideration, Liberty County Board of Health Appointment that will expire on December 31, 2023. Appointments are made by Mayor and Council.

BACKGROUND: Martha Kitchings' appointment on the Liberty County Board of Health will expire on December 31, 2023. This appointment is made by Mayor and Council.

FUNDING: N/A

RECOMMENDATION: N/A

ATTACHMENTS:

1. Liberty County Board of Health Spreadsheet (1)
2. Liberty County Board of Health By-Laws

PREVIOUS COUNCIL DISCUSSION: November 16, 2023

STANDING
BOARDS/COMMISSIONS/AUTHORITIES
APPOINTEES

Liberty County Board of Health							
APPOINTED BY	CURRENT APPOINTEES	RESIDES IN DISTRICT	TERMS SERVED	LENGTH OF TERM	TERM BEGAN	TERM EXPIRES	NOTES
Mayor Brown	Keith Jenkins	4		4 years	06/17/2016	12/31/2023	
Mayor and Council	Martha Kitchings*				07/07/2022	12/31/2023	Martha Kitchings is filling the unexpired term of Samantha Roberts

Created by State Law O.C.G.A. 31-3-2 (a) (5)

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OF
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- 2) To develop, in cooperation with the health department, programs, activities, and facilities responsive to the needs of its area;
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- 5) Review and approve annual budget, review and accept the annual audit report and review quarterly financial update on results of operations;
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- b) be entitled to absent himself or herself and shall be deemed to have a leave of absence from his or her public duties (1) while engaged in the performance of ordered military duty and while going to and returning from such duty or (2) for other good cause as approved by the Board* ;

****Attendance Policy, Liberty County Board of Commissioners as amended***

- c) removal of any member will require a majority Board of Health vote;
- d) ensure that provisions in these By-Laws are adhered to;
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CHIEF EXECUTIVE OFFICER: The District Health Director of Public Health District 9-1 shall serve as the Chief Executive Officer of this Board of Health as provided in Sections 31-3-12 and 31-3-15 of the Official Code of Georgia.

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COUNTY HEALTH DEPARTMENT LEADERSHIP STAFF (I.E COUNTY NURSE MANAGER, ENVIRONMENTAL HEALTH MANAGER): The County Nurse Manager and the Environmental Health County Manager, of the Liberty County Health Department, will sit on the Board of Health, as ex-officio members.

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QUORUM: An officer plus 3 members of the Board of Health shall constitute a quorum for the conduct of business.

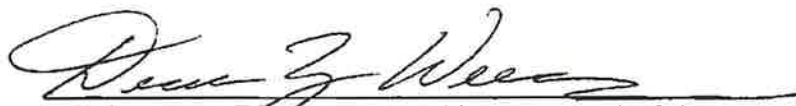
AMENDMENTS: The By-Laws may be amended, after at least 30 days notice, at any regular meeting of the Board of Health. Such notice shall be referred to a special committee which shall report at the next regular meeting and shall require a majority vote of those present for adoption. Amendments, so made, shall be effective when approved by the Board of Health.

PARLIAMENTARY AUTHORITY: The rules contained in the current edition of *Robert's Rules of Order* shall guide governance in all cases to which they are applicable.

ADOPTION: These By-Laws shall be adopted at any regular meeting of the Board of Health in which there is a quorum and shall replace any previous By-Laws. Members of the Board of Health will need to be notified 30 days in advance if new By-Laws will be presented.

ADOPTED BY THE LIBERTY COUNTY BOARD OF HEALTH, THIS 6 **DAY OF**
March, 20 14.


Chairperson, Liberty County Board of Health


District Health Director, Coastal Health District 9-1



City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023

Agenda Item: Liberty County Development Authority

Prepared by: Virginia Hendricks

Presented by: Kenneth Howard

PURPOSE: To Present for Mayor and Council Consideration, Liberty County Development Authority Board Appointment that will expire on December 31, 2023. Appointments are Made by Mayor and Council.

BACKGROUND: The Liberty County Development Authority Board shall consist of two members appointed by the Council. All members shall be residents of the City of Hinesville and shall serve a four-year term. Appointments are Made by the Mayor and Council. Luke Moses is the current Appointee. His term expires December 31, 2023.

FUNDING: N/A

RECOMMENDATION: N/A

ATTACHMENTS:

1. Liberty County Development Authority Spreadsheet (1)
2. Liberty Council Development Authority - Current
3. Liberty County Development Authority Pertinent Infor

PREVIOUS COUNCIL DISCUSSION: November 16, 2023

STANDING
BOARDS/COMMISSIONS/AUTHORITIES
APPOINTEES

Liberty County Development Authority							
APPOINTED BY	CURRENT APPOINTEES	RESIDES IN DISTRICT	TERMS SERVED	LENGTH OF TERM	TERM BEGAN	TERM EXPIRES	NOTES
Serves by virtue of position	Allen Brown			4 years	January 2016	End of Term	
Mayor and Council	Luke Moses			4 years	January 2020	12/31/2023	

Created by : General Assembly of Georgia

MAYOR
Allen Brown

CITY MANAGER
Kenneth K. Howard

CITY CLERK
Sarah Lumpkin

CITY ATTORNEY
Linnie L. Darden, III



City Clerk's Office

MAYOR PRO TEM
Jason R. Floyd

COUNCIL MEMBERS
Diana F. Reid
Vicky C. Nelson
Keith Jenkins
Karl A. Riles

February 11, 2020

Luke Moses
Jones, Osteen & Jones
206 East Court Street
Hinesville, Georgia 31313

Dear Mr. Moses:

It is with great pleasure that I inform you that the Hinesville City Council appointed you to serve on the Liberty County Development Authority Board as a representative for the City of Hinesville. Your term began January 16, 2020 and will expire December 31, 2023. The appointment was made at the January 16, 2020 Council Meeting.

We appreciate your willingness to serve your community in this capacity.

Sincerely,

Allen Brown
Mayor

AB/rmk

"Home for a Day or a Lifetime"

115 East M.L. King Jr. Drive, Hinesville, GA 31313 (912) 876-3564
www.cityofhinesville.org

BE IT RESOLVED BY THE GENERAL ASSEMBLY OF
GEORGIA:

Section 1. Article IX, Section IV, Paragraph III of the Constitution is hereby amended by striking in its entirety that certain language which was continued as a part of the Constitution pursuant to Article XIII, Section I, Paragraph II and which reads as follows:

"There is hereby created a body, corporate and politic, to be known as the Liberty County Industrial Authority to consist of one member appointed by the governing authority of Liberty County, one member appointed by the governing authority of the City of Hinesville and one member to be appointed by the governing body of the Liberty County Chamber of Commerce, provided that no member may be an elected official of the City of Hinesville or Liberty County. The members of such authority shall serve a term which shall coincide with the term of the governing authority which shall appoint them, and the member appointed by the governing body of the Liberty County Chamber of Commerce shall serve a term of four years.",

and substituting in lieu thereof the following:

"There is hereby created a body, corporate and politic, to be known as the Liberty County Industrial Authority to consist of seven members as follows: one member appointed by the governing authority of Liberty County from each of the four road districts in the county; the chairman of the governing authority of Liberty County or, if he does not desire to serve, one additional member appointed by the governing authority of Liberty County; one member appointed by the governing authority of the City of Hinesville; and the mayor of the City of Hinesville or, if he does not desire to serve, one additional member appointed by the governing authority of the City of Hinesville. Each of the members appointed by the governing authority of Liberty County shall be appointed for a term of four years and until the appointment and qualification of his successor, except that, of the initial such appointments, one member shall be appointed for a term of one year, one member shall be appointed for a term of two years, one member shall be appointed for a term of three years, and the remaining member or members shall be appointed for a term of four years. Each member appointed by the governing authority of the City of Hinesville shall

serve a term which coincides with the term of office of the governing authority of the City of Hinesville. In addition to such other powers as may be provided by law, the authority may employ an executive director. No member of the authority may serve as executive director."

Section 2. The above proposed amendment to the Constitution shall be published and submitted as provided in Article XII, Section I, Paragraph I of the Constitution.

The ballot submitting the above proposed amendment shall have written or printed thereon the following:

"[] YES Shall the Constitution be amended so as to
change the provisions relating to the member-
[] NO ship of the Liberty County Industrial
Authority?"

All persons desiring to vote in favor of ratifying the proposed amendment shall vote "Yes". All persons desiring to vote against ratifying the proposed amendment shall vote "No".

If such amendment shall be ratified as provided in said Paragraph of the Constitution, it shall become a part of the Constitution of this State.

CITY OF DALTON — HOMESTEAD EXEMPTIONS.

Proposed Amendment to the Constitution.

No. 231 (House Resolution No. 591-1600).

A RESOLUTION

Proposing an amendment to the Constitution so as to provide that residents of the City of Dalton who are 62 years of age or over, or who are totally disabled, and who have an income from all sources, including the income of certain members of the family, not

- "[] YES Shall the Constitution be amended so as to increase the amount of each homestead of each resident of Ben Hill County which is exempt from county and school taxes to \$6,000.00 and so as to increase to \$12,000.00 the amount of the homestead which is exempt from county and school taxes of each resident of Ben Hill County who is sixty-five years of age or over and whose income does not exceed \$4,000.00?"
- [] NO

All persons desiring to vote in favor of ratifying the proposed amendment shall vote "Yes". All persons desiring to vote against ratifying the proposed amendment shall vote "No".

If such amendment shall be ratified as provided in said Paragraph of the Constitution, it shall become a part of the Constitution of this State.

LIBERTY COUNTY INDUSTRIAL AUTHORITY.

Proposed Amendment to the Constitution.

No. 230 (House Resolution No. 587-1593).

A RESOLUTION

Proposing an amendment to the Constitution so as to change the composition of the Liberty County Industrial Authority; to provide for other matters relative to the foregoing; to provide for submission of this amendment for ratification or rejection; and for other purposes.



City of Hinesville, Georgia, Council Meeting

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

PURPOSE: Update of City Construction Projects.

BACKGROUND: None

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

1. Construction Updates 12.07.23

PREVIOUS COUNCIL DISCUSSION:

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

Construction Project Updates

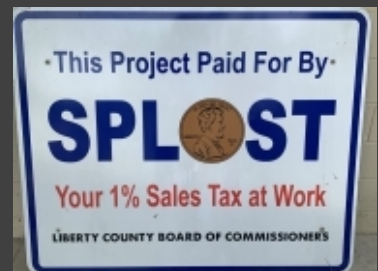
Ryan Arnold, Assistant City Manager

12.07.23

Page 77 of 185



HFD ADMINISTRATION

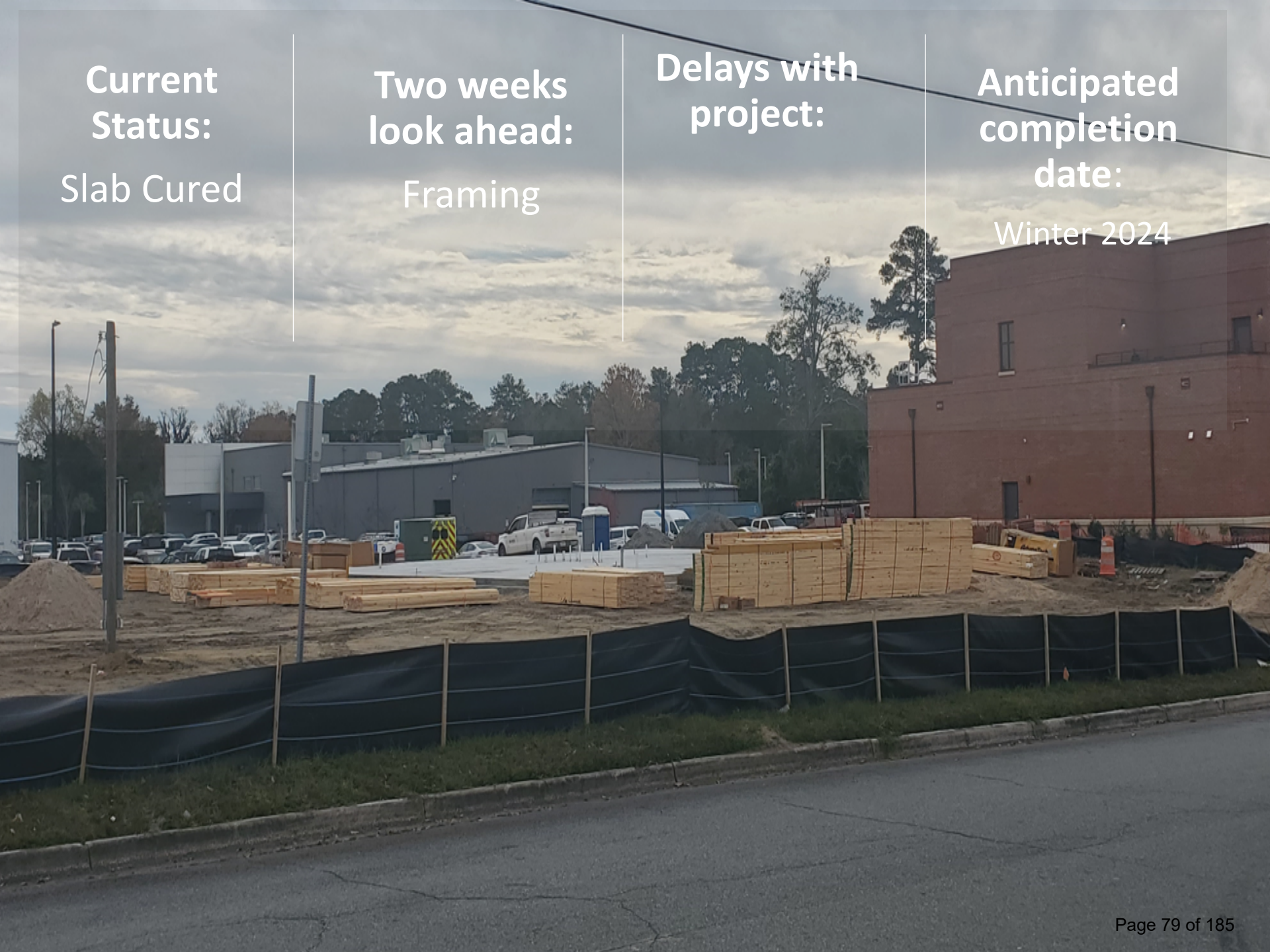


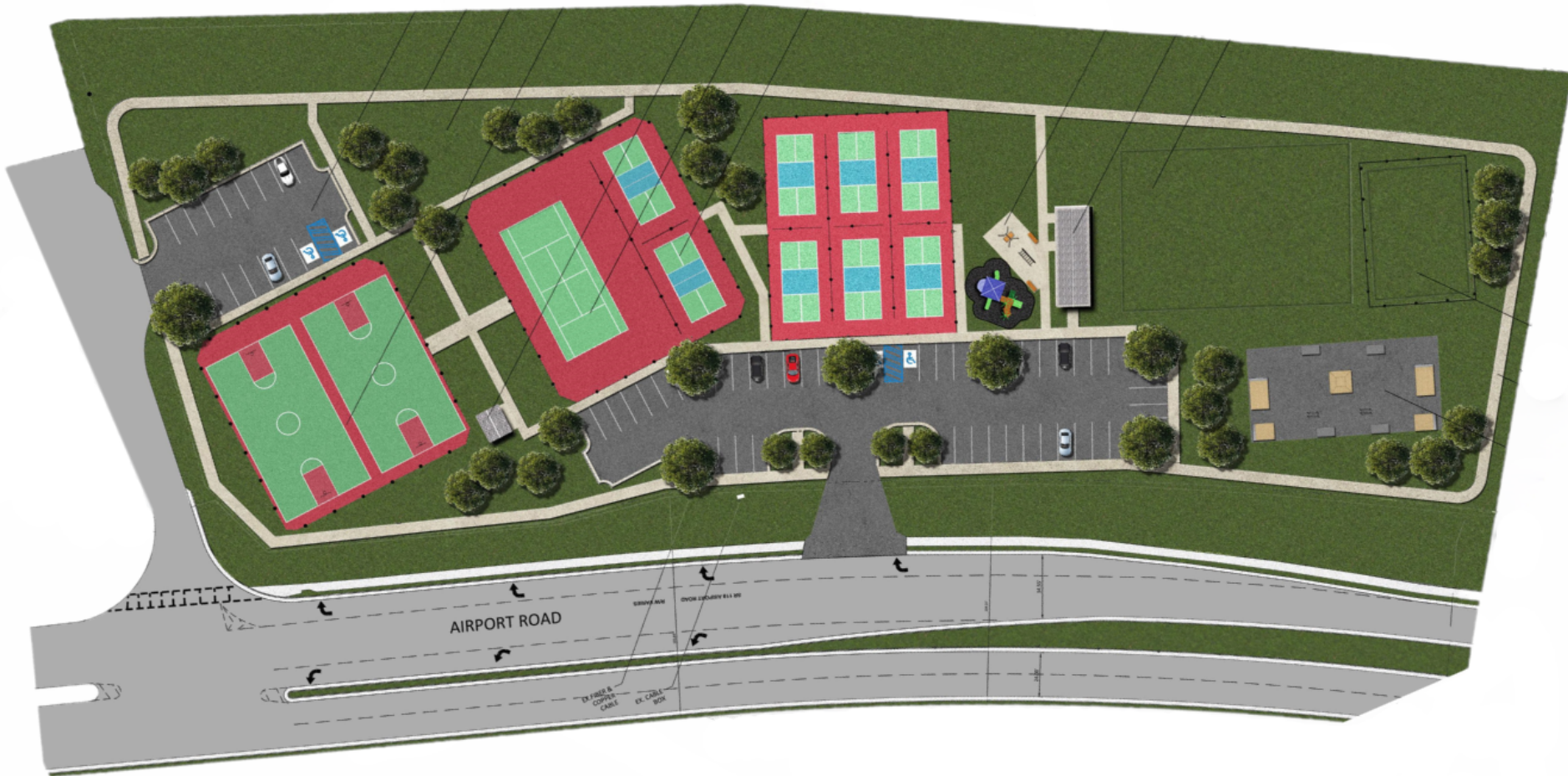
**Current
Status:**
Slab Cured

**Two weeks
look ahead:**
Framing

**Delays with
project:**

**Anticipated
completion
date:**
Winter 2024





Krebs Park

Current Status:

FFE installation

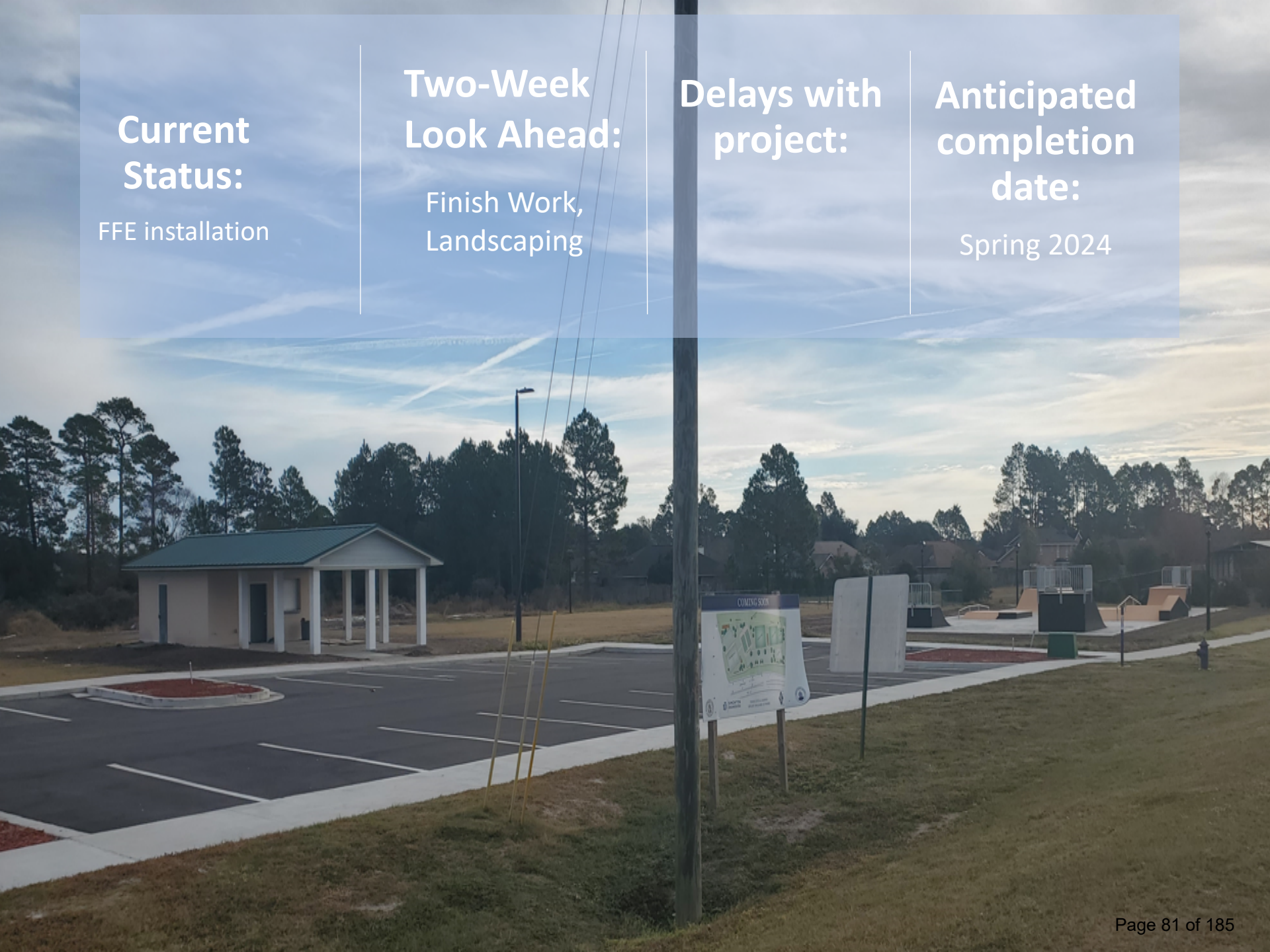
Two-Week Look Ahead:

Finish Work,
Landscaping

Delays with project:

Anticipated completion date:

Spring 2024







Small Business Incubator

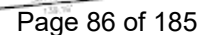






Housing Projects

- Site Plan approved November 27, 2023
- Pending building Plan review



II. Owner-Occupied Rehabilitation

- Pre-construction meeting held October 25, 2023
- December 1, 2023, Building Permits Approved, Pending Sub-contractor contracts
- Anticipated Completion January 2024





City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023
Agenda Item: Team Hinesville Update
Prepared by: Christy Deloach
Presented by: Coach Ryan Burke

PURPOSE: To Present for Mayor and Council Consideration, an Update on Team Hinesville with Coach Ryan Burke.

BACKGROUND:

FUNDING:

RECOMMENDATION:

ATTACHMENTS:

1. Team Hinesville Presentation 12.07.23

PREVIOUS COUNCIL DISCUSSION:



TEAM HINESVILLE



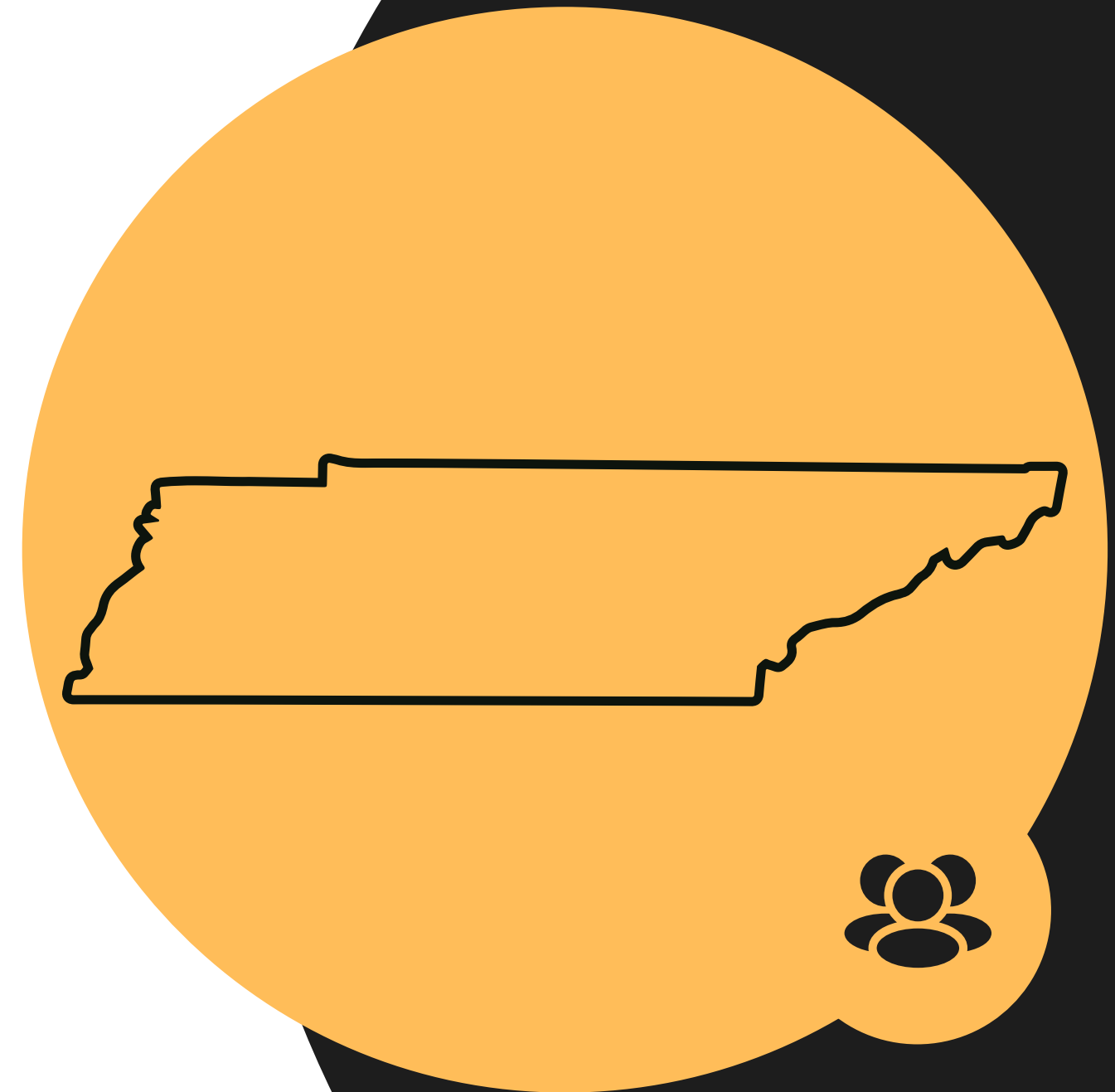
Coach Ryan Burke

USA Weightlifting certified Senior level coach and
the coach of Team Hinesville Weightlifting

HOWARD COHEN AMERICAN MASTERS

NATIONAL LEVEL WEIGHTLIFTING MEET TENNESSEE

- This November myself and Monica Stupke traveled to represent Hinesville at the Howard Cohen American Masters National Level weightlifting meet in Tennessee.



BRONZE
Ryan Burke

TEAM
HINESVILLE

This is our second consecutive year of multiple medal wins at this event.



GOLD

Monica
Stunko



DAY 1 - BLU

0:34
3rd 45 kg
11 STUPKE
Monica
Tenn

WOMEN AGE 60 | CLASS: 45 TO +87KG

TEAM HINESVILLE



0:14
107 kg
Vannah

ERS

GROUP: MEN AGE 35 | CLA

TEAM HINESVILLE



Monica has won multiple international medals with Team Hinesville.

With her most recent being a gold at the 2023 Pan American Masters in March

HOWARD COHEN AMERICAN MASTERS RECORDS - WOMEN
August 15, 2022

AGE GROUP: 60 - 64
W60

WEIGHT CLASS	LIFTER	HOMETOWN	KG	DATE SET	MEET SITE
SNATCH					
45	Margaret FRANKLIN	Boston, MA	35.0	11/12/20	Savannah, GA
49	Lauren GOLDENBERG	Jacksonville, FL	44.0	8/10/22	Baton Rouge, LA
55	Anita NG	Alameda, CA	36.0	11/5/21	Reno, NV
59	Patti RAY	Poulsbo, WA	24.0	11/14/19	Seattle, WA
64	Holly ARROW	Brownsville, OR	48.0	11/14/19	Seattle, WA
71	Monica STUPKE	Hinesville, GA	31.0	8/10/22	Baton Rouge, LA
76	Litsa OLSSON	Tulalip, WA	49.0	8/10/22	Baton Rouge, LA
81	Christine RAVENER	Lunenburg, MA	46.0	11/5/21	Reno, NV
87	Lenore GRIJALVA	Tucson, AZ	38.0	8/10/22	Baton Rouge, LA
+87	Nancy COLFER	Eugene, OR	44.0	11/14/19	Seattle, WA
CLEAN & JERK					
45	Margaret FRANKLIN	Boston, MA	44.0	11/12/20	Savannah, GA
49	Lauren GOLDENBERG	Jacksonville, FL	50.0	8/10/22	Baton Rouge, LA
55	Anita NG	Alameda, CA	48.0	11/5/21	Reno, NV
59	Patti RAY	Poulsbo, WA	36.0	11/14/19	Seattle, WA
64	Holly ARROW	Brownsville, OR	64.0	11/14/19	Seattle, WA
71	Monica STUPKE	Hinesville, GA	47.0	8/10/22	Baton Rouge, LA
76	Litsa OLSSON	Tulalip, WA	62.0	8/10/22	Baton Rouge, LA
81	Christine RAVENER	Lunenburg, MA	62.0	11/5/21	Reno, NV
87	Lenore GRIJALVA	Tucson, AZ	48.0	8/10/22	Baton Rouge, LA
+87	Nancy COLFER	Eugene, OR	60.0	11/14/19	Seattle, WA
TOTAL					
45	Margaret FRANKLIN	Boston, MA	79.0	11/12/20	Savannah, GA
49	Lauren GOLDENBERG	Jacksonville, FL	94.0	8/10/22	Baton Rouge, LA
55	Anita NG	Alameda, CA	84.0	11/5/21	Reno, NV
59	Patti RAY	Poulsbo, WA	60.0	11/14/19	Seattle, WA
64	Holly ARROW	Brownsville, OR	112.0	11/14/19	Seattle, WA
71	Monica STUPKE	Hinesville, GA	78.0	8/10/22	Baton Rouge, LA
76	Litsa OLSSON	Tulalip, WA	111.0	8/10/22	Baton Rouge, LA
81	Christine RAVENER	Lunenburg, MA	108.0	11/5/21	Reno, NV
87	Lenore GRIJALVA	Tucson, AZ	86.0	8/10/22	Baton Rouge, LA
+87	Nancy COLFER	Eugene, OR	104.0	11/14/19	Seattle, WA

Monica has qualified for the USA Weightlifting American Open Finals, the Masters World Championships, and once again for the Pan American Masters Championships.

She is also a multiple record holder, holding Howard Cohen American Masters records in: Snatch, Clean & Jerk, and Total.



Our next big meet will be the **National Masters Championships** in Baton Rouge this April.

This will be our first year of having multiple Team Hinesville lifters competing, as Monica and Ryan will both lift at this event.

TEAM HINESVILLE



NEW TEAM MEMBERS IN TRAINING

Daneille, Lon, Aldo & Shamar (not pictured) who are all doing great and we have high hopes for their future success.





City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023

Agenda Item: Proposed UDO Amendments for Signage, Ordinance #2023-13

Prepared by: Mardee Sanchez

Presented by: Jeff Ricketson

PURPOSE: Proposed Amendments to the UDO for Signage, Ordinance #2023-13

BACKGROUND:

The proposed amendments relate to temporary signage and wall signs in PUDs. With respect to the temporary signs, a few provisions from Hinesville's zoning ordinance were inadvertently left out of the UDO that are to be reinstated.

With respect to wall signs in PUDs, there are currently not allowed but with commercial and other non-residential development being a part of some existing PUDs - and potentially future PUDs, as well - LCPC felt it prudent to not exclude them from having wall signs.

These amendments were before the Planning Commission on November 21, 2023 and they recommend approval.

FUNDING: None.

RECOMMENDATION: None at this time.

ATTACHMENTS:

1. UDO signage

PREVIOUS COUNCIL DISCUSSION:

Proposed UDO Amendments for Signage

The following are the proposed amended sections of the Liberty County Unified Development Ordinance (**red text** is new and ~~gray text~~ is to be deleted) that relate to temporary and directional signs.

4. Amend Section 803 to include two new definitions.

Sign, directional – A sign design and installed for the sole purpose of directing the public as to the proper movement of vehicles and pedestrians on the property, including but not limited to signs that read “enter”, “exit”, “no parking” and “drive-through”, and which do not include any commercial logos, messages or insignia.

Sign, temporary – A sign which is intended for temporary use and limited duration.

1. Amendment of Section 303-6(K) [Standards by Sign Type]

K. **Temporary sign:** ~~Any sign which is intended for temporary use and not permanently mounted. The sign shall only be permitted for a temporary period. The following temporary signs are allowed and require a permit.~~ are only allowed for a limited period, and shall meet the requirements below and in Table 303.9:

1. Temporary Subdivision or Construction Sign: One ~~temporary subdivision sign~~ structure allowed per development.
2. Windblown Sign: Pennants, flags, balloons, etc., which act to attract attention to an area shall be permitted only in commercial and industrial districts.
3. Banner Sign: A lightweight fabric or similar material which is either suspended between poles or mounted against a rigid surface like a wall, roof, or similar structure shall be permitted only in commercial and industrial districts.
4. Temporary Stanchion Sign: Only permitted in commercial districts.

2. **Amendments to Section 303-8(A) to pair with previous amendment and to include 4 provisions previously in the Hinesville zoning ordinance.**

Sec. 303-8 Signs Allowed in All Districts without a Sign Permit

A. **General.** The following signs are allowed in all districts without a sign permit:

1. Vending machines, ATMs and gasoline pump kiosk signs.
2. Temporary signs not included in Sec. 303-6(K) [Standards by Sign Type - Temporary Signs]. ~~Temporary signs on construction sites.~~
3. Banners mounted on a pole, otherwise known as “quill flags”. However, only one (1) per business or tenant is allowed and such pole-mounted banners must be located no closer than ten (10) feet from the right-of-way or other property line, shall not be larger than 24 sq. ft. in area and shall be placed on poles no more than eight (8) feet in height. They shall be maintained in good physical condition with no tattered edges or tears.
4. Any sign attached to a vehicle or trailer that is used in the normal day-to-day operation of the business advertised on the vehicle. The primary use of any vehicle or trailer which contains a sign must serve a useful function in the transportation or conveyance of persons or commodities from one place to another, including transportation to and from work. A vehicle or trailer primarily used for advertising shall not be considered a vehicle or trailer used in the conduct of business and is prohibited.
5. Signs that are attached to, painted on, or etched into a window or displayed within 12 inches (measured horizontally) of the window and are legible from outside of the window. Such signs shall not exceed 10% of the window area on each façade and, in combination with all other window, wall, projecting, canopy, or awning signs on the lot, shall not exceed the maximum permitted sign area for the building.
6. Identification plates for doors not exceeding 4 in. x 18 in. in size.
7. Alarm company signs and logos not exceeding 1 sq. ft.
8. Numbers identifying the street address of the building not exceeding 6 in. in height on residential properties or 12 in. in height on non-residential properties.
9. Directional signs meeting the requirements below.
 - a. Max. sign area - 4 sq. ft.
 - b. Max. sign height – 2 ft.
 - c. Max. sign lettering – 6 in.
 - d. No more than 2 directional signs per street entrance.
 - e. Signs shall not include any commercial logos, messages or insignia.



3. Amend Table 303.9 to allow wall signs in Planned Unit Development zoning districts.

Table 303.9 Commercial/Industrial Zoning District Signs	
Wall Signs (<i>also see Sec. 303-6.H</i>)	
Zoning Districts: C-1 OI DD	Two wall, projecting, mansard or awning signs, of which the total area of signage cannot exceed ten percent of the building front of the business.
Zoning Districts: C-2 C-3 LI I-1	Four wall, projecting, mansard or awning signs, of which the total area of signage cannot exceed fifteen percent of the building front.
<u>PUD Zoning Districts</u>	<u>The size, height, and setback limitations for signs in a PUD shall be the same as the size, height, and setback limitations that apply to the most analogous use district.</u>



City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023

Agenda Item: Rezoning Petition 2023-072-H and Conditional Use Request 2023-073-H

Prepared by: Lori Parks

Presented by: Jeff Ricketson

PURPOSE: Rezoning and Conditional Use petitions have been submitted by Sheletta Beverly on behalf of the Cathedral of Praise Church to rezone 1.46 acres from OI (Office Institutional) to C-2 (General Commercial) and a conditional use for an event center/banquet hall facility. Property is located at 406 South Main Street and is further described as LCTM Parcel 056D017.

BACKGROUND:

FUNDING: N/A

RECOMMENDATION: November 21, 2023. LCPC Commissioners recommended APPROVAL with standard conditions.

ATTACHMENTS:

1. Rezoning Petition 2023-072-H and Conditional Use Request 2023-073-H

PREVIOUS COUNCIL DISCUSSION:

Rezoning Petition 2023-072-H and Conditional Use Request 2023-073-H

Rezoning and conditional use petitions have been submitted by Sheletta Beverly on behalf of the Cathedral of Praise Church to rezone 1.46 acres +/- from OI to C-2 and a conditional use for an event center/ banquet hall facility. Property is located at 406 South Main Street in Hinesville and is further described as LCTM Parcel 056D017.

Public Notification

Type B Home Occupation 2023-071-R

A Type B Home Occupation request has been submitted by Thomas Mobley for a commissary/ base of operations for a food truck. Property is located on Frazier Drive in Riceboro and is further described as LCTM Parcel 219C018. Property is bounded now or formerly as follows:

NORTH by Frazier Drive; **EAST** by lands of Danial and Mamie Mellerson and Terry Andrews; **SOUTH** by South Coastal Highway; and **WEST** by lands of James and Jamashia McKenzie.

Rezoning Petition 2023-072-H and Conditional Use Request 2023-073-H

Rezoning and conditional use petitions have been submitted by Shelletha Beverly on behalf of the Cathedral of Praise Church to rezone 1.46 acres +/- from OI to C-2 and a conditional use for an event center/ banquet hall facility. Property is located at 406 South Main Street in Hinesville and is further described as LCTM Parcel 056D017. Property is bounded now or formerly as follows: **NORTH** by Carter Street; **EAST** by lands of Temple of Praise Church of God in Christ; **SOUTH** by lands of Coastal Utilities; and **WEST** by South Main Street.

Variance Request 2023-074-LC
A variance request was submitted by Stanley and Sharon Kane to allow for an accessory building in the front yard. Property is located at 1258 Fort Morris Road in unincorporated Liberty County and is further described as LCTM Parcel 323004. Property is bounded now or formerly as follows: **NORTH** by lands of James Allen Estate; **EAST** by lands of James Allen Estate; **SOUTH** by Fort Morris Road; and **WEST** by lands of Joey D. Goodman Revocable Living Trust and John W. Underwood Jr.

Rezoning Petition 2023-075-LC
A rezoning petition was submitted by Liberty Creek Storage Partners (Kevin W. Smith) to rezone 38.65 acres +/- from R-12 to C-3 for an outdoor storage facility with covered and uncovered storage. Property is located on East Oglethorpe Highway in unincorporated Liberty County and is further described as LCTM Parcel 100007. Property is bounded now or formerly as follows: **NORTH** by lands of Dr. Peter W. Martin and Flemington Forest Properties, LLC; **EAST** by lands of Flemington Holding, LLC, Lee R. Boyer Jr. and KRL #12, LLC; **SOUTH** by lands of Stephen Sikes and East Oglethorpe Highway; and **WEST** by lands of Abraham Sullivan Et Al.

Rezoning Petition 2023-076-LC

A rezoning petition was submitted by Kyle Christianson to rezone 18.22 acres +/- from A-1 to C-3 for an RV park as an amenity for the 17 South Rod and Gun Club. Property is located on North Coastal Highway in unincorporated Liberty County and is further described as LCTM Parcels 235012 and 235013. Property is bounded now or formerly as follows: **NORTH** by lands of Jerico Pines Land Holdings, LLC; **EAST** by lands of Jerico Pines Land Holdings, LLC; **SOUTH** by lands of Jerico Pines Land Holdings, LLC; and **WEST** by North Coastal Highway.

Conditional Use and Variance Request 2023-077-H

Conditional use and variance petitions have been submitted by Chantel Jefferly. Conditional use request to remove special conditions from a previous rezoning and a variance request for the vegetated buffer requirement between OI and residentially zoned properties. Proposed use is for a day care center. Property is located at 531 South Main Street in Hinesville and is further described as LCTM Parcel 057C213. Property is bounded now or formerly as follows: **NORTH** by lands of Leon D. Stearns; **EAST** by South Main Street; **SOUTH** by Clay Street; and **WEST** by lands of Winters Capital Properties, LLC.

Rezoning Petition 2023-078-A

A rezoning petition has been submitted by the Liberty Consolidated Planning Commission on behalf of Lynn Pace (owner) to rezone 11.5 acres +/- from R-12 to A-1 for the existing horse farm. Property is located at 504 Dunlevie Road in Allenhurst and is further described as LCTM Parcel 062C057 and 062A015 (portion thereof). Property is bounded now or formerly as follows:

NORTH by lands Kenneth J. Porter and Barabara Ann Clark and Tracy and Jeffery Knight; **EAST** by lands of D. C. Miller Trust; **SOUTH** by lands of D.C. Miller Trust; and **WEST** by Dunlevie Road.

Public Hearings

The Liberty Consolidated Planning Commission will hold a public meeting **November 21, 2023, at 4:30 p.m.**, at the Liberty County Courthouse Annex, 112 North Main Street, 2nd floor, in Hinesville.

Public Hearings to be Held by the Applicable

Governing Authority:

Monday, December 4, 2023, 6:30 p.m. – Allenhurst Mayor and Council will meet at Allenhurst Town Hall, 4063 West Oglethorpe Highway, Allenhurst.

Tuesday, December 5, 2023, 6:00 p.m. – LC Board of Commissioners will meet in the Courthouse Annex, 2nd floor, 112 North Main St, Hinesville.

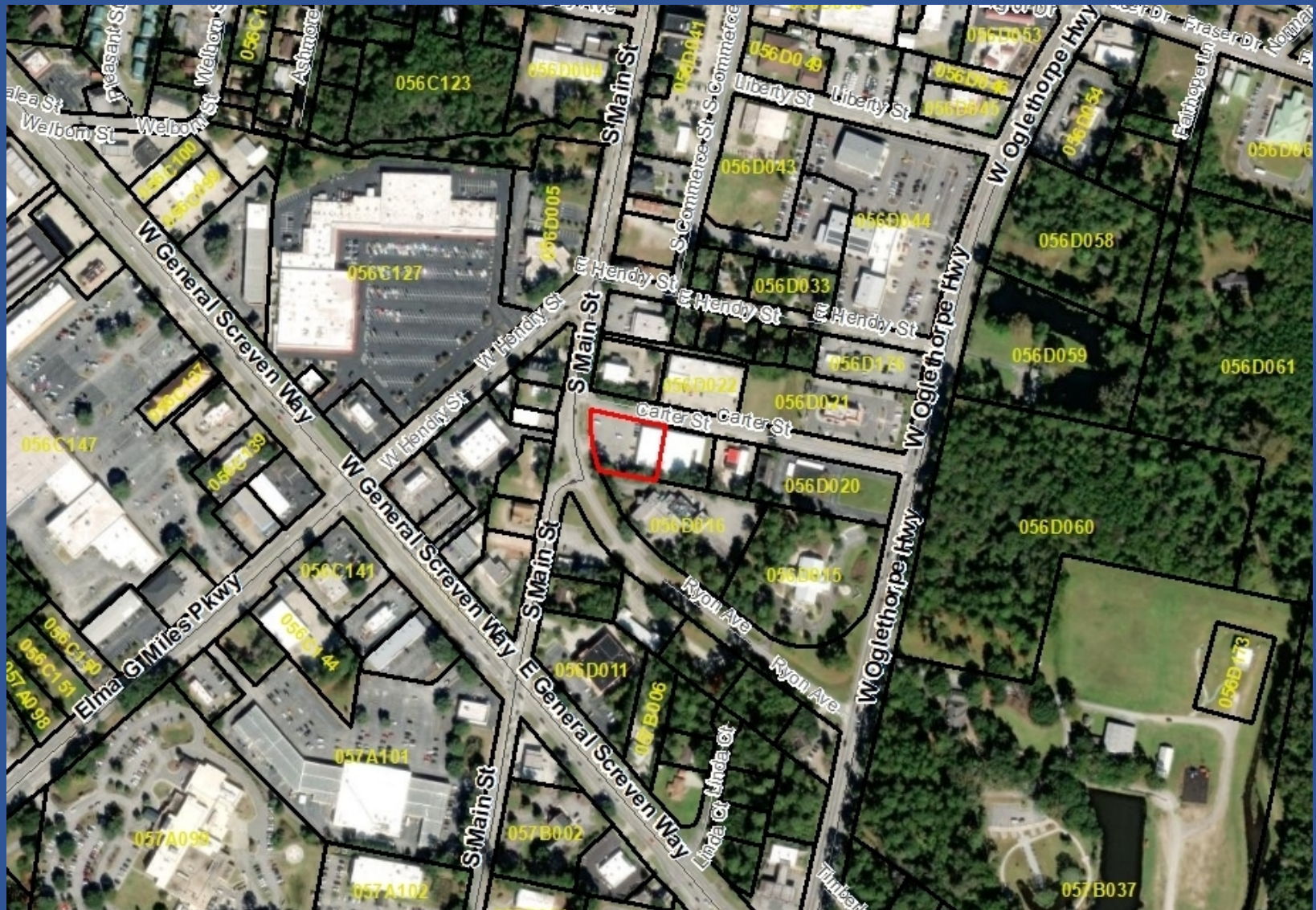
Tuesday, December 5, 2023, 6:00 p.m. – Riceboro Mayor and Council will meet at Riceboro City Hall, 4614 South Coastal Highway, Riceboro.

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

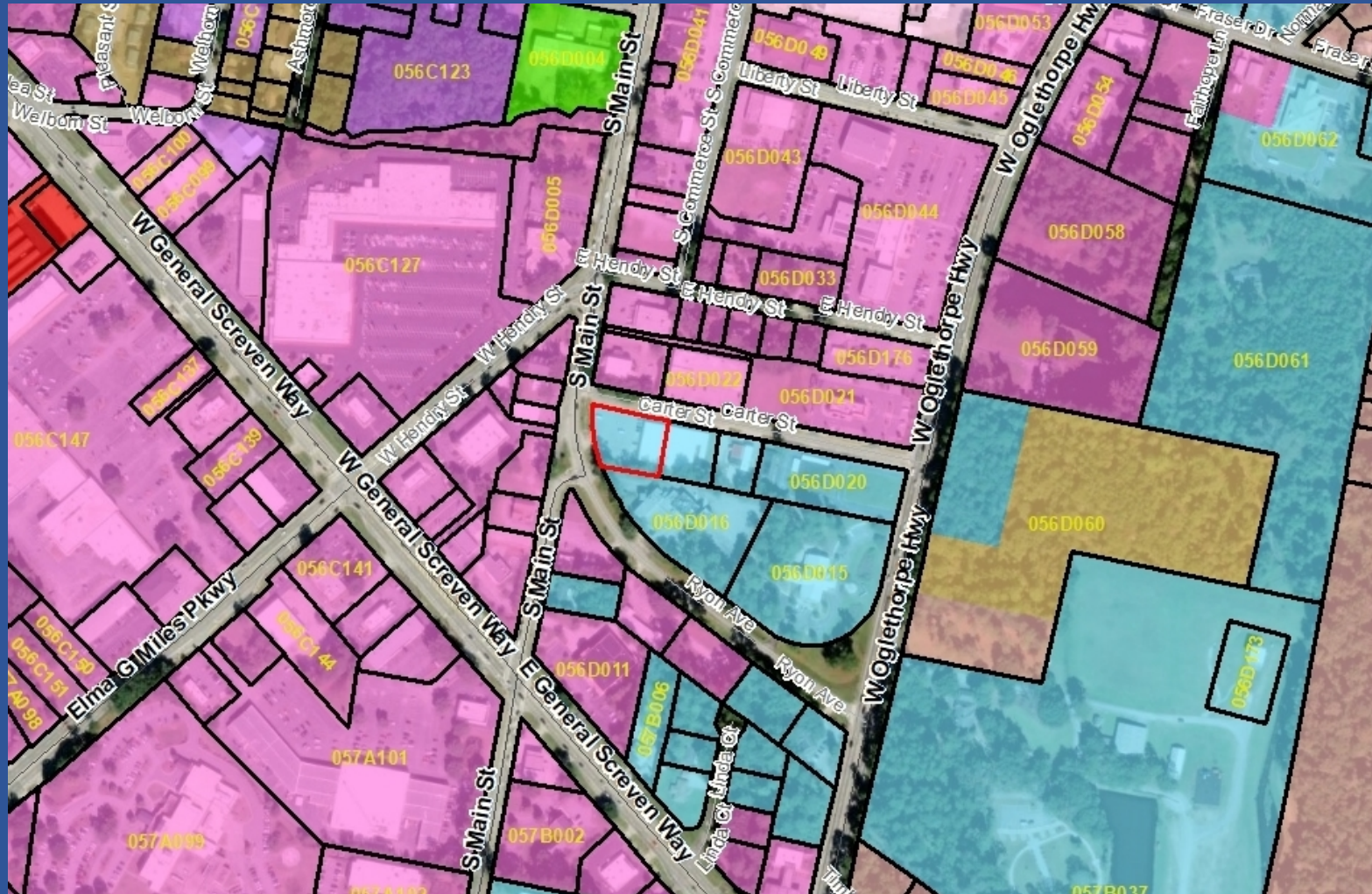
November 2, 2023, LIBERTY CONSOLIDATED PLANNING COMMISSION
ACCOUNT # 04100401



Vicinity Map



Zoning Map



Zoning_City	01
Zoning	PDD
C1	R12
C2	R20
C3	R8
DD	
	Parcels

Downtown Redevelopment



Parcels Redevelopment Districts Mixed Use 2
 Historic Core Multi Family

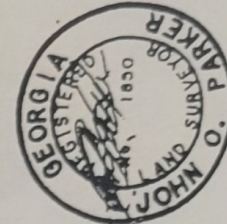
Plat

APPROVED FOR RECORDING PURPOSES ONLY
ARTICLE 3.2.3 HINESVILLE SUBDIVISION
REGULATIONS DATED JANUARY 1987.

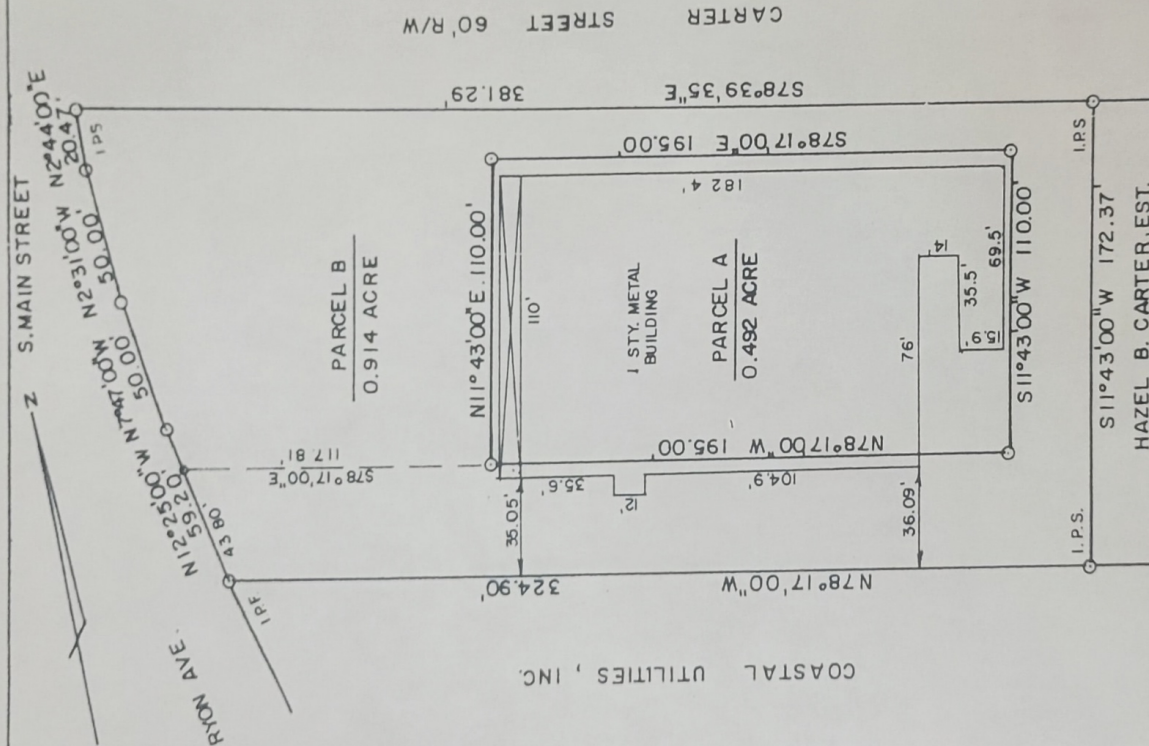
Mike Hickley 11/17/93
ZONING ADMINISTRATOR DATE

This plat was filed of record in
Plat Section 6-78 Page 3
on Nov. 18, 1998 in the
Liberty County Clerk's Office.
By: Maxine Cox, Deputy Clerk

FILED-OFFICE OF CLERK
LIBERTY SUPERIOR,
GEORGIA
NOV 19 AM 10:55



I CERTIFY THAT IN MY OPINION
THIS IS A CORRECT REPRESENTATION
OF THE LAND PLATTED AND HAS BEEN
PREPARED IN CONFORMITY WITH THE
MINIMUM STANDARDS AND REQUIRE-
MENTS OF GEORGIA LAW.



SURVEY FOR: THE ESTATE OF CARL R. DYKES

1.406 ACRES

1.406 ACRES
406 S. MAIN STREET - CITY OF HINESVILLE
17GMD - LIBERTY COUNTY - GEORGIA
DATE: 11/12/98 SCALE: 1" = 50'

SCALE: 1" = 50'

THIS PROPERTY IS NOT IN A FLOOD HAZARD ZONE. (ZONE C.)

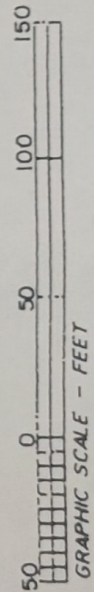
CLOSURE PRECISION OF FIELD DATA IS ONE FOOT IN 55,280 FEET, WITH ANGULAR PRECISION OF 0 PER POINT.

WITH ANGULAR PRECISION OF 0° PER POINT,
TRAVERSE IS ADJUSTED USING LEAST SQUARES METHOD.

PLAT IS CALCULATED TO BE ACCURATE WITHIN ONE FOOT IN 40,000+ FEET.

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

EQUIPMENT: A* TOPCON TOTAL STATION & HP COMPUTER



Narrative

“406-A South Main Street Hinesville, GA is proposed to be used as an event center/ banquet hall facility under the Cathedral of Praise Church Ministries located at 406-B South Main Street.”

-Sheletta Beverly (Cathedral of Praise)

Zoning Analysis

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

Zoning Analysis

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

Zoning Analysis

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

Zoning Analysis

10. Is this parcel in a flood hazard area?

- *No.*

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

- *No.*

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

- *No.*

Conditions for Granting this Conditional Use:

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

Conditions for Granting this Conditional Use:

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

LCPC Recommendation

Approval

Rezoning Petition 2023-072-H
and
Conditional Use 2023-073-H

Conditions Standard

Standard Conditions

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

LCPC Recommendation

Approval

Rezoning Petition 2023-072-H
and
Conditional Use 2023-073-H

Conditions Standard





City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023

Agenda Item: Conditional Use and Variance Requests 2023-077-H

Prepared by: Lori Parks

Presented by: Jeff Ricketson

PURPOSE: Conditional use and variance petitions have been submitted by Chantel Jeffery. Conditional use request to remove the special condition prohibiting day care centers from a previous rezoning and a variance request for the vegetated buffer requirement between day care centers and residentially zoned properties. Proposed use is for a day care center. Property is located at 531 South Main Street and is further described as LCTM Parcel 057C213.

BACKGROUND: Special Conditions from Rezoning Petition 2010-028-H. The property shall only be utilized in accordance with subsections (1), of Section 510(a) of the current zoning code applicable to the City of Hinesville: Professional or business offices, including medical clinics, but not including the practice of veterinary medicine and subsection (2) agencies, studios, schools and libraries. All other approved uses for O-I, office-institutional district as detailed in Appendix A-zoning will be disallowed, including: financial and similar institutions, funeral homes and undertaking establishments, public utility facilities, transmission towers and antennae, community center and other places of public assembly, churches, synagogues, temples or other places of worship, day care home, group, day care center or child care institution.

FUNDING: N/A

RECOMMENDATION: November 21, 2023. LCPC Commissioners recommended APPROVAL with standard and special conditions. Special conditions should maintain the existing vegetative buffer.

ATTACHMENTS:

1. Conditional Use and Variance Request 2023-077-H

PREVIOUS COUNCIL DISCUSSION:

Conditional Use and Variance Requests 2023-077-H

Conditional use and variance petitions have been submitted by Chantel Jeffery. Conditional use request to remove the special condition prohibiting day care centers from a previous rezoning and a variance request for the vegetated buffer requirement between day care centers and residentially zoned properties. Proposed use is for a day care center. Property is located at 531 South Main Street in Hinesville and is further described as LCTM Parcel 057C213.

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Rezoning Petition 2023-072-H and Conditional Use Request 2023-073-H

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Variance Request 2023-074-LC
A variance request was submitted

A variance request was submitted by Stanley and Sharon Kane to allow for an accessory building in the front yard. Property is located at 1258 Fort Morris Road in unincorporated Liberty County and is further described as LCTM Parcel 323004. Property is bounded now or formerly as follows: **NORTH** by lands of James Allen Estate; **EAST** by lands of James Allen Estate; **SOUTH** by Fort Morris Road; and **WEST** by lands of Joey D. Goodman Revocable Living Trust and John W. Underwood Jr.

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Rezoning Petition 2023-076-LC

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Conditional Use and Vari-

ance Request 2023-077-H
Conditional use and variance petitions have been submitted by Chantel Jeffery. Conditional use request to remove special conditions from a previous rezoning and a variance request for the vegetated buffer requirement between OI and residentially zoned properties. Proposed use is for a day care center. Property is located at 531 South Main Street in Hinesville and is further described as LCTM Parcel 057C213.

Property is bounded now or formerly as follows: **NORTH** by lands of Leon D. Stearns; **EAST** by South Main Street; **SOUTH** by Clay Street; and **WEST** by lands of Winters Capital Properties, LLC.

Rezoning Petition 2023-078-A

A rezoning petition has been submitted by the Liberty Consolidated Planning Commission on behalf of Lynn Pace (owner) to rezone 11.5 acres +/- from R-12 to A-1 for the existing horse farm. Property is located at 504 Dunlevie Road in Allenhurst and is further described as LCTM Parcel, 062C057 and 062A015 (portion thereof). Property is bounded now or formerly as follows:

NORTH by lands Kenneth J. Porter and Barabara Ann Clark and Tracy and Jeffery Knight; **EAST** by lands of D. C. Miller Trust; **SOUTH** by lands of D.C. Miller Trust; and **WEST** by Dunlevie Road.

Public Hearings

The Liberty Consolidated Planning Commission will hold a public meeting **November 21, 2023, at 4:30 p.m.**, at the Liberty County Courthouse Annex, 112 North Main Street, 2nd floor, in Hinesville.

Public Hearings to be Held by the Applicable

Governing Authority:
Monday, December 4, 2023,
6:30 p.m. – Allenhurst Mayor and Council will meet at Allenhurst Town Hall, 4063 West Oglethorpe Highway, Allenhurst.

**Tuesday, December 5, 2023,
6:00 p.m.** – LC Board of Com-
missioners will meet in the
Courthouse Annex, 2nd floor,
112 North Main St, Hinesville.

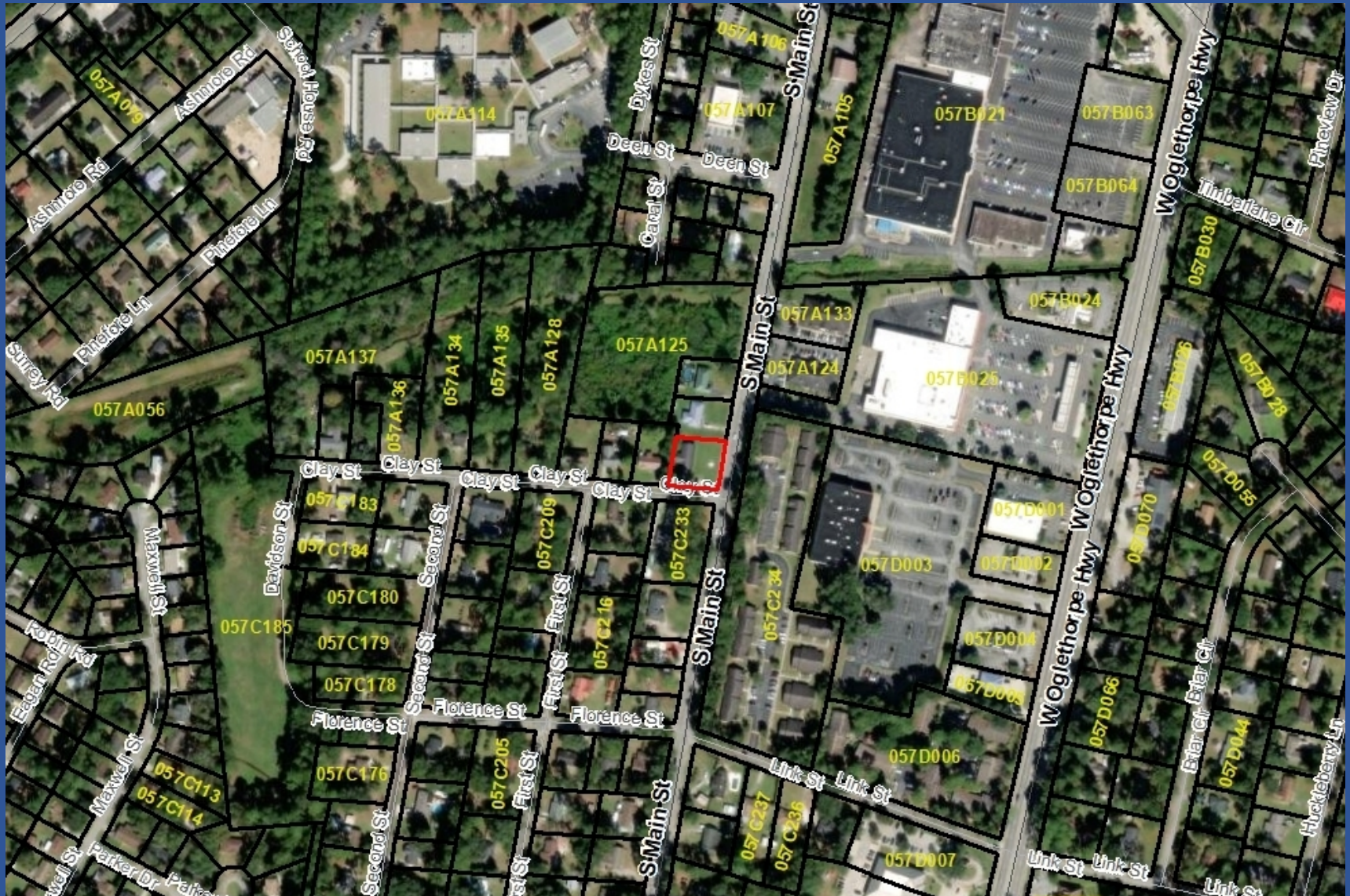
**Tuesday, December 5, 2023,
6:00 p.m.** – Riceboro Mayor and Council will meet at Riceboro City Hall, 4614 South Coastal Highway, Riceboro.

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

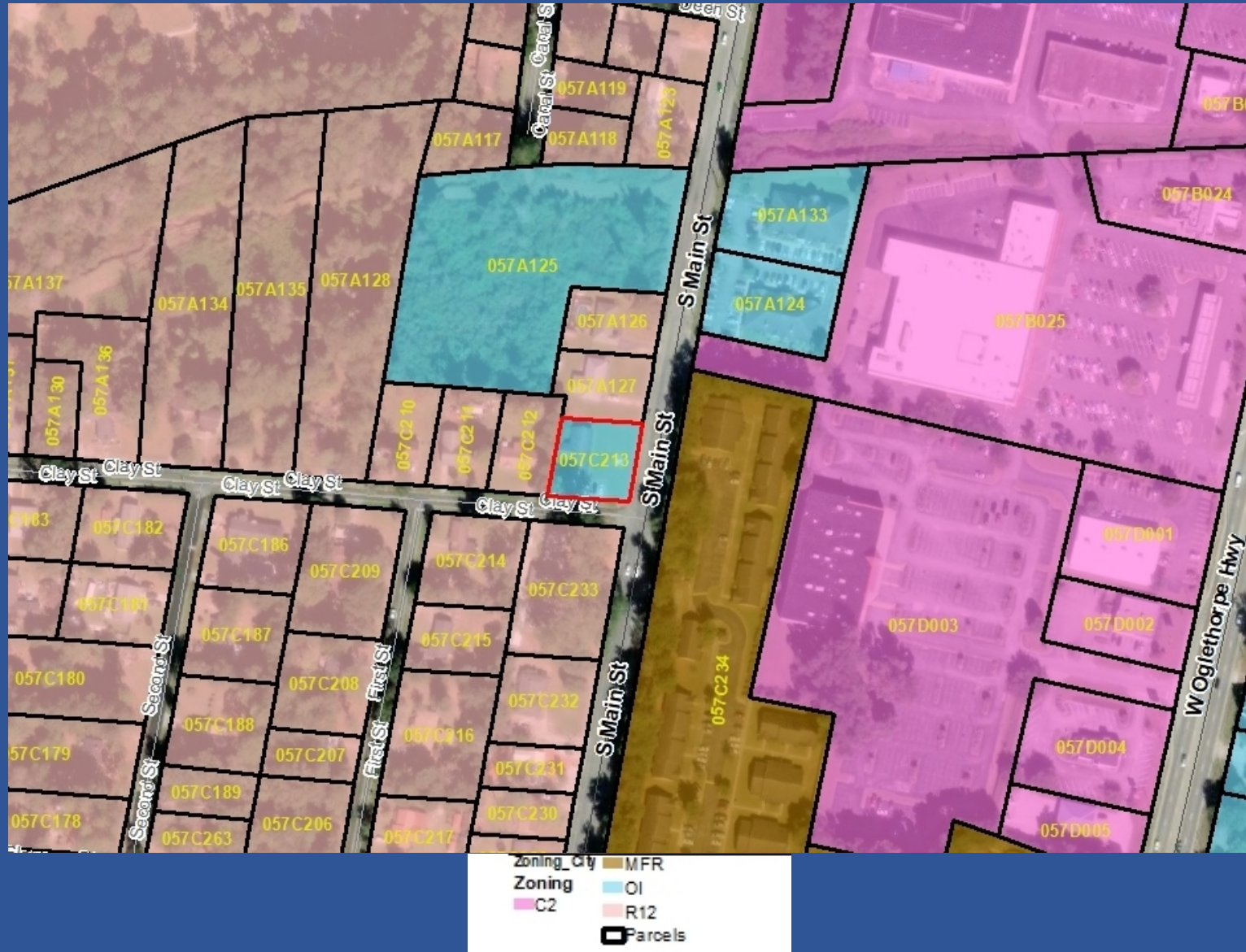
November 2, 2023, LIBERTY CONSOLIDATED PLANNING COMMISSION
ACCOUNT # 04100401



Vicinity Map



Zoning Map

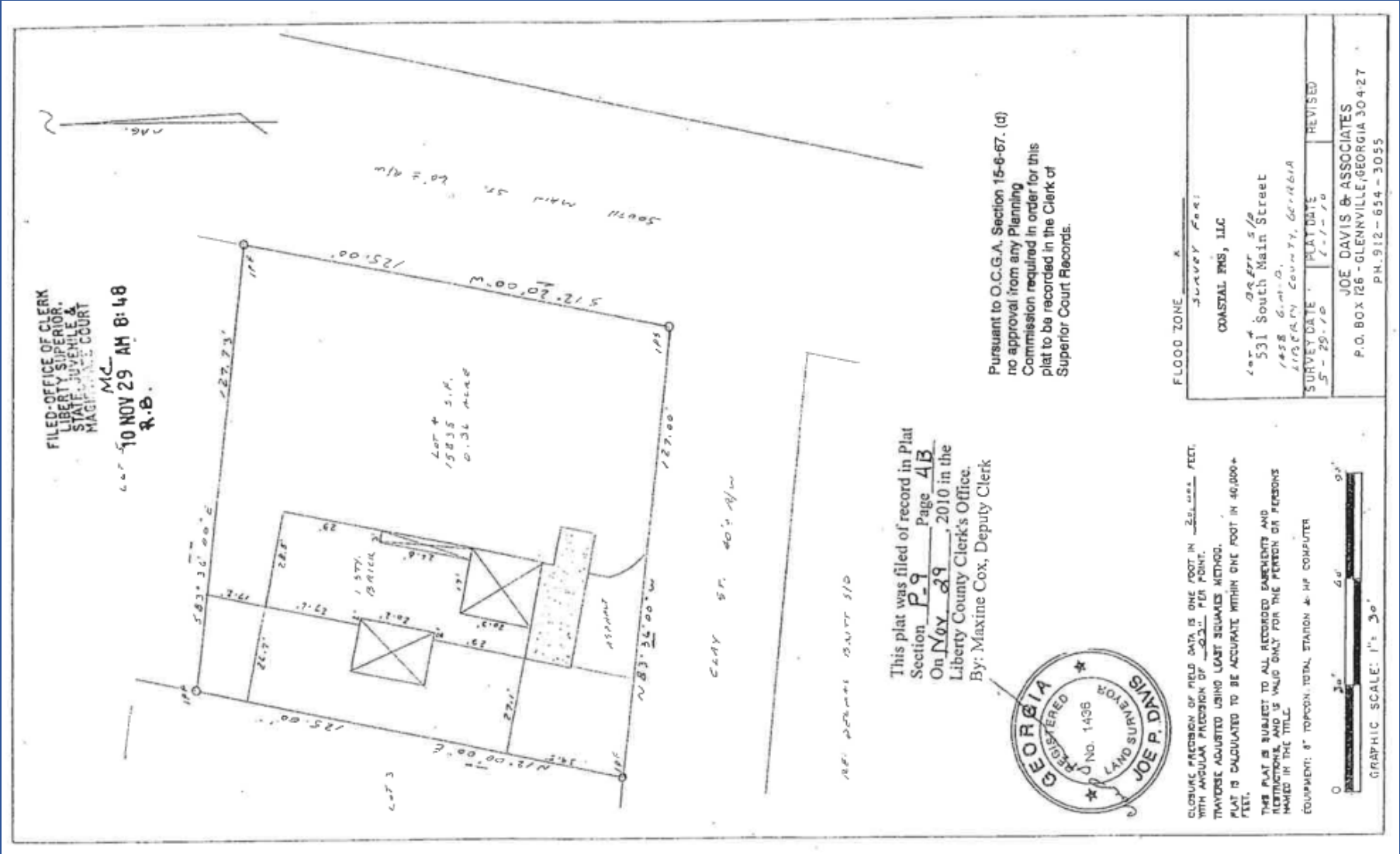


Narrative

“I submitted this request because currently the property is only zoned for office use and I would like to open a small daycare, that would house 18 children at one time. The potential hours of operation would be Monday - Friday 6am-9pm. Currently there is a need for more providers in the area and my goal is to help families in need of care.”

-Chantel Jeffrey

Plat



Rear Yard



Clay Street View



North Side View

Special Conditions from Rezoning Petition 2010-028-H

Rezoning from R-2 (now R-12) to OI with the following special conditions:

- To include all restrictions that were submitted by the applicant
- To negate the requirement for a fence and buffer for this particular user.

Special Conditions from Rezoning Petition 2010-028-H *Cont.*

Proposed Conditions: If the Property is rezoned to O-I (office-institutional district) zoning by the City of Hinesville, Georgia, Owner will submit to the following conditions, which conditions shall accompany the O-I zoning designation and be binding upon Owner and all future owners of the Property:

1. The Property shall only be utilized in accordance with subsections (1), of Section 510(a) of the current zoning code applicable to the City of Hinesville: Professional or business offices, including medical clinics, but not including the practice of veterinary medicine and subsection (2) agencies, studios, schools and libraries.

All other approved uses for O-I, office-institutional district as detailed in Appendix A—zoning will be disallowed, including: financial and similar institutions, funeral homes and undertaking establishments, public utility facilities, transmission towers and antennae, community centers and other similar places of public assembly, churches, synagogues, temples or other places of worship, day care home, group, day care center or child care institution.

2. The structure located on the Property shall not be expanded beyond the existing footprint. For purposes of this condition, the existing footprint shall be deemed to be all portions of the structure located under the current roof.
3. The owner of the Property shall maintain the existing brick exterior for the life of the structure located on the Property.
4. Any fence constructed on the Property shall be limited to requirements of local ordinances and shall be constructed so as not to interfere with the line of sight for cars exiting onto and from Clay Street. Approval of proposed fencing location and dimensions by the City of Hinesville building inspector shall be sufficient to ensure compliance with this condition.

Conditions for Granting this Conditional Use:

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

Conditions for Granting this Conditional Use:

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

Conditions for Granting this Variance:

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

LCPC Recommendation

Approval

Conditional Use and
Variance Requests 2023-077-H

Conditions

Standard and Special

Standard Conditions

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

Special Condition

- Shall maintain existing vegetated buffer.

LCPC Recommendation

Approval

Conditional Use and
Variance Requests 2023-077-H

Conditions

Standard and Special





City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023

Agenda Item: Proposed Privately-Owned Fire Hydrant Installation and Maintenance Ordinance #2023-07

Prepared by: Christy Deloach

Presented by: Kenneth Howard

PURPOSE: To Present for Mayor and Council Consideration, Proposed Privately-Owned Fire Hydrant Installation and Maintenance Ordinance #2023-07.

BACKGROUND: A private fire hydrant is a fire hydrant that is owned by a non-governmental entity and is located on private property. This includes any private street where there is ownership of the street by an individual, group of individuals, or a legal entity. There are a number of private hydrants in the Hinesville Fire Department's response area that are currently out of service and in need of repair. The hydrant owner is responsible for these repairs. Without an ordinance in place, Hinesville Fire has no authority to ensure these repairs are made.

FUNDING:

RECOMMENDATION:

ATTACHMENTS:

1. Private Fire Hydrant Ordinance - final

PREVIOUS COUNCIL DISCUSSION:

THE PRIMARY PURPOSE OF THIS ORDINANCE, TITLED THE “CITY OF HINESVILLE PRIVATELY-OWNED FIRE HYDRANT INSTALLATION AND MAINTENANCE ORDINANCE,” IS TO ENSURE THE PROPER INSTALLATION, MAINTENANCE, AND TESTING OF PRIVATELY-OWNED FIRE HYDRANTS WITHIN THE CITY TO ENHANCE FIRE SAFETY AND PROTECT THE COMMUNITY AND FIREFIGHTING PERSONNEL FROM FIRE-RELATED INJURIES AND FATALITIES.

WHEREAS, the City of Hinesville, Georgia (the “City”) is a municipality duly formed and existing pursuant to Georgia law; and the duly elected governing authority of the City is the Mayor and Council; and

WHEREAS, the Mayor and Council (“the Council”) are authorized under Article 9, Section 2, of the Constitution of the State of Georgia to enact reasonable ordinances to protect the health, safety, morals, convenience, order, propriety, and general welfare of the people of the City; and

WHEREAS, O.C.G.A. § 25-2-13 (f), authorizes the Council to enact such ordinances as it deems necessary to perform fire safety inspections and related activities; and

WHEREAS, these regulations are designed to ensure that every privately-owned fire hydrant to which the Hinesville Fire Department (“HFD”) or other fire district connects is inspected, serviced, and maintained in accordance with the state’s minimum fire safety standards and requirements, and produces the amount of water required by firefighters to immediately respond to a fire hazard or related emergency; and

WHEREAS, the Mayor and Council have determined that it is in the best interests of the citizens of the City to adopt the following Ordinance in order to provide effective fire protection for its citizens and their property.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF HINESVILLE, GEORGIA , AS FAR AS PRIVATELY-OWNED FIRE HYDRANTS ARE CONCERNED, THE FOLLOWING SHALL APPLY:

SECTION 1-TITLE

The Ordinance is titled the “City of Hinesville Privately-Owned Fire Hydrant Ordinance.”

SECTION 2-DEFINITIONS

Defines key terms used in this Ordinance, including private fire hydrant, fire department, inspection, maintenance, owner, owner’s designee, qualified, record, and testing.

1. **Private Fire Hydrant/Private-Owned Fire Hydrant:** A fire hydrant that is installed on private property for the purpose of providing a water supply for firefighting personnel and

is owned and maintained by the owner of the property. A private fire hydrant also includes any fire hydrant located in a right-of-way of a public highway or easement within the City of Hinesville that is owned by a fire district or any person other than the COH.

2. **Fire Department:** The City of Hinesville Fire Department ("HFD")
3. **Inspection:** A visual examination of a private fire hydrant to verify that it appears to be in good operating condition and is free from physical damage.
4. **Maintenance:** Work performed to keep a private fire hydrant operable or to make repairs.
5. **Owner:** Any individual, corporation, partnership, or entity that holds record title to the property upon which a private fire hydrant is installed. For fire hydrants located in the right-of-way of a public highway in the city that are not owned by the City of Hinesville, the owner is the person that owns the fire hydrant itself.
6. **Owner's Designee:** When the owner is not the occupant of the premises upon which a private fire hydrant is located, the occupant, management firm, or managing individual designated by the Owner through specific provisions in the lease, written use agreement, or management contract owner to assume the responsibility to inspect, test, and maintain, correct, and repair a private fire hydrant located on the Owner's property.
7. **Qualified:** Having knowledge of the installation, construction, operation, maintenance, correction, or repair of a fire hydrant and the hazards involved.
8. **Record:** Written documentation of the inspection, testing, maintenance, correction, or repair of a private fire hydrant.
9. **Shall:** Indicates a mandatory requirement.
10. **Testing:** A procedure of periodic physical and operational checks used to determine whether a private fire hydrant is capable of being operated and of performing as intended.

SECTION 3-INSTALLATION OF PRIVATE HYDRANTS

1. **Approval Required:** Before installing a private fire hydrant on their property, property owners must first obtain written approval from the Chief of the HFD or his/her designee, and comply with all applicable building codes and regulations.

2. **Design and Installation Standards.** Private fire hydrants must be installed in accordance with the design and installation standards specified by the HFD and any relevant national or state fire protection standards.

3. **Location.** Property owners must install private fire hydrants in locations designated by the HFD to ensure easy access for firefighting personnel.

4. **Connection to Water Supply.** Private fire hydrants must be connected to an approved and sufficient water supply, and the water source must comply with all water quality and pressure standards set by the City.

SECTION 4-MAINTENANCE AND TESTING

1. **Responsibility.** The responsibility for maintaining private fire hydrants lies with the property owner or the owner's designee.
2. **Maintenance Schedule.** Property owners must establish a maintenance schedule, including periodic inspections, repairs, and flow testing, as required by the HFD. Qualified companies must perform inspection and maintenance annually, while flow testing is required every three (3) years.
3. **Records.** Property owners must maintain records of all maintenance and testing activities and make them available to the HFD.

SECTION 5-ACCESS AND TESTING BY THE CITY OF HINESVILLE FIRE DEPARTMENT (HFD)

1. **Access:** The HFD has the right to access private fire hydrants for inspection, testing, or firefighting purposes. Property owners must provide unrestricted access to the hydrants when requested by the HFD.
2. **Qualifications:** No person other than an authorized official of the HFD or a certified private fire hydrant contractor shall open, operate, flow, test, maintain or repair a hydrant.
3. **Testing:** The HFD may conduct periodic testing of private hydrants to ensure their functionality. Property owners are responsible for facilitating such tests.
4. **Inspection:** All private water hydrant systems shall be subject to periodic tests as required by HFD. The testing shall be performed by the HFD in accordance with the NFPA and AWWA Standards.
 - a. Private fire hydrants shall be inspected annually and after each operation. Flow testing being done in accordance with AWWA Standards.
 - b. Fire service main piping shall be inspected (to the extent exposed) annually, and flow tested every five (5) years.
 - c. The owner or owner's designee shall, at least monthly, conduct visual inspections of all their private fire hydrants and water sources.
5. **Repair:** Any fire hydrant which fails inspection, is impaired or otherwise does not function as required by the NFPA Standards or the manufacturer's specifications shall be repaired within thirty (30) days of receiving notice thereof by a certified private fire hydrant contractor on file with HFD who shall certify in writing the following:
 - a. The person's name and the date the repairs were performed;
 - b. The location of the fire hydrant;

- c. The repairs performed; and
- d. The service condition of the private fire hydrant.

6. Identification and Notification of Impaired Hydrant:

- a. The Owner or Owner's Designee shall notify the HFD in advance of a preplanned impairment of a private fire hydrant.
- b. The Owner or Owner's Designee shall notify the HFD immediately of an emergency impairment of a private fire hydrant.
- c. The Owner or Owner's Designee shall affix an impairment tag approved by the HFD to an impaired hydrant at the commencement of a preplanned impairment and at the time of discovery of an emergency impairment.
- d. Once the necessary testing confirms that repairs have restored a private fire hydrant to operational status, the Owner or Owner's designee shall remove the impairment tag and shall notify the HFD that the hydrant is operational.

SECTION 6-PENALTIES AND ENFORCEMENT

1. Violation: Any violation of this Ordinance may result in penalties, including fines, required maintenance and/or repair, or other actions as determined by the HFD.

Violations of this Ordinance may lead to penalties and enforcement actions as determined by the HFD.

2. Enforcement: The HFD and other relevant city authorities are responsible for enforcement of this Ordinance.

SECTION 7-SEVERABILITY

If any provision of this Ordinance or its application to any person or circumstances is held invalid, the remainder of the ordinance or the application of the provisions to other persons or circumstances shall not be affected.

SECTION 8-REPEALER

All ordinances or parts of ordinances in conflict herewith are repealed only to the extent needed to give this Ordinance full force and effect.

SECTION 9-AMENDMENT

This Ordinance may be amended as deemed necessary by the City Council of Hinesville.

DULY ADOPTED THIS _____ DAY OF _____, 2023, BY THE MAYOR
AND COUNCIL OF THE CITY OF HINESVILLE, GEORGIA.

Allen Brown, Mayor

Keith Jenkins, Mayor Pro Tem

Diana F. Reid, Councilmember

Vicky C. Nelson, Councilmember

Jason Floyd, Councilmember

Karl A. Riles, Councilmember

ATTEST:

Kenneth Howard, City Manager
Attestor



City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023

Agenda Item: Bid Opening for Rear Loader Garbage Truck for Public Works Sanitation

Prepared by: Darlene Parker

Presented by: Gary Gillard

PURPOSE: To Present for Mayor and Council Consideration Bid Opening for Rear Loader Garbage Truck

BACKGROUND: A bid opening was held on November 29, 2023 for the purchase of one Rear Loader Garbage Truck for Sanitation

FUNDING: Budgeted amount is \$310,000.00 for Rear Loader Garbage Truck for Sanitation

RECOMMENDATION: Recommend purchase of 2024 Freightliner 114SD 32 yard Rear Loader Garbage Truck from Solid Waste Applied Technologies of Statesboro, Ga. for the amount of \$282,500.00. It is not the lowest bid but a more heavy duty truck chassis that would better handle the loaded weight of the larger capacity garbage truck.

ATTACHMENTS:

1. 2024 Rear Loader Garbage Truck Bid Tabulation Sheet

PREVIOUS COUNCIL DISCUSSION:

BID TABULATION SHEET

DATE: 11/29/2023
FOR: Rear Loader Garbage Truck
DEPARTMENT: Sanitation
AMOUNT BUDGETED: \$ 310,000

COMPANY NAME	PRODUCT OR TYPE	BID AMOUNT
Freightliner of Savannah 301 O'Leary Road Savannah, GA 31407	2024 Western Star 47x 32 yard Rear Loader Garbage Truck (200 – 400 day lead time)	\$327,774.00
Solid Waste Applied Technologies 207 Hal Averitt Blvd. Statesboro, GA 30458	2024 Freightliner 114SD 32 yard Rear Loader Garbage Truck (180 – 210 day lead time)	\$282,500.00
Solid Waste Applied Technologies 207 Hal Averitt Blvd. Statesboro, GA 30458	2024 Freightliner 108SD 32 yard Rear Loader Garbage Truck (180 – 210 day lead time)	\$267,000.00
Solid Waste Applied Technologies 207 Hal Averitt Blvd. Statesboro, GA 30458	2025 Volvo VHD64 32 yard Rear Loader Garbage Truck (180 – 210 day lead time)	\$304,000.00

*Recommend purchase of 2024 Freightliner 114SD 32 yard Rear Loader Garbage Truck from Solid Waste Applied Technologies of Statesboro for \$282,500.00. While is not the lowest bid, it is a more heavy duty truck chassis that would better handle the loaded weight of the larger capacity garbage truck.



City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023
Agenda Item: Bid Opening for Street Sweeper Truck for Public Works
Prepared by: Darlene Parker
Presented by: Gary Gillard

PURPOSE: To Present for Mayor and Council Consideration Bid Opening for Street Sweeper Truck for Public Works

BACKGROUND: Bid opening was held on November 29, 2023 for the Street Sweeper Truck

FUNDING: Budgeted amount is \$320,000.00 for Street Sweeper Truck

RECOMMENDATION: To award bid to Wastebuilt in Austell, Georgia in the amount of \$305,000.00

ATTACHMENTS:

1. Bid Tabulation Sheet - Street Sweeper

PREVIOUS COUNCIL DISCUSSION:

BID TABULATION SHEET

DATE: 12/1/2023
FOR: Street Sweeper
DEPARTMENT: Stormwater – Public Works
AMOUNT BUDGETED: \$ 320,000

COMPANY NAME	PRODUCT OR TYPE	BID AMOUNT
Wastebuilt 8110 Troon Circle Austell, GA 30168	2024 Freightliner M2 – TYMCO Model 600 Sweeper	\$305,000.00
Wastebuilt 8110 Troon Circle Austell, GA 30168	2025 Freightliner M2 – TYMCO Model 600 Sweeper	\$316,500.00

*Recommend purchase of 2024 Freightliner sweeper from Wastebuilt of Austell, GA for \$305,000.00



City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023

Agenda Item: HFD Bid Opening for Two (2) 1/2 Ton Pickup Trucks and One (1) 3/4 Ton Pickup Truck

Prepared by: Wendy Bruce Sochia

Presented by: Robert Kitchings

PURPOSE: To Present for Mayor and Council Consideration, Bid Opening for Two (2) 1/2 Ton Pickup Trucks and One (1) 3/4 Ton Pickup Truck

BACKGROUND: Bid Opening Was Held December 4, 2022, for the Purchase of Two (2) 1/2 Ton Pickup Trucks and One (1) 3/4 Ton Pickup Truck

FUNDING: SPLOST Funds in the Amount of \$147,000.00.

RECOMMENDATION: Purchase of Two (2) 1/2 Ton Pickup Trucks and One (1) 3/4 Ton Pickup Truck

ATTACHMENTS:

1. Bid tabulation Sheet

PREVIOUS COUNCIL DISCUSSION:

COMPANY NAME	PRODUCT	BID AMOUNT
J.C. Lewis Ford Hinesville, Ga	Two (2) 4x2 ½ ton pick-up trucks and one (1) 4x2 ¾ ton pick-up truck	½ Ton \$44,553.36 ¾ Ton \$48,940.00 Total \$138,046.72
OC Welch Ford Hardeeville, SC	Two (2) 4x2 ½ ton pick-up trucks and one (1) 4x2 ¾ ton pick-up truck	No bid
Liberty Chrysler Hinesville, Ga	Two (2) 4x2 ½ ton pick-up trucks and one (1) 4x2 ¾ ton pick-up truck	Incomplete bid
Mike Reed Chevrolet Hinesville, Ga	Two (2) 4x2 ½ ton pick-up trucks and one (1) 4x2 ¾ ton pick-up truck	½ Ton \$44,185.00 ¾ Ton \$47,995.00 Total \$136,365.00
Woody Folsom Ford Baxley, Ga	Two (2) 4x2 ½ ton pick-up trucks and one (1) 4x2 ¾ ton pick-up truck	No bid
Woody Folsom Chevrolet Baxley, Ga	Two (2) 4x2 ½ ton pick-up trucks and one (1) 4x2 ¾ ton pick-up truck	No bid
Paul Thigpen Chevrolet Vidalia, Ga	Two (2) 4x2 ½ ton pick-up trucks and one (1) 4x2 ¾ ton pick-up truck	No bid
Paul Thigpen Ford Vidalia, Ga	Two (2) 4x2 ½ ton pick-up trucks and one (1) 4x2 ¾ ton pick-up truck	No bid

BID TABULATION SHEET

Date: December 7, 2023

FOR: Hinesville Fire Department Pick-up Trucks

Amount Budgeted: **\$147,000**

*Recommended purchase of trucks from: Mike Reed Cheverolet

Funding Note: Purchases will be made using budgeted SPLOST funds.



City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023

Agenda Item: Purchase of Vehicle for Inspections Department

Prepared by: Kimberly Ryon

Presented by: Kimberly Ryon

PURPOSE: To purchase a 2023 Bronco Sport for the Inspections department.

BACKGROUND: At the October 5, 2023 City Council meeting, Council approved the purchase of a 2024 Bronco Sport from O.C. Welch Motors in the amount of \$31,325. J.C. Lewis Ford was the only other company to bid on that purchase.

This bid was based on a vehicle that was in stock. When we notified the company of the award, that vehicle had been sold. We went to JC Lewis to ask if their vehicle was still in stock and it was not. We asked both companies to please notify us when they could locate the vehicle that was bid on and give us an updated cost.

JC Lewis contacted us and they currently have a 2023 Ford Bronco Sport with a price of \$34,485. We followed up with OC Welch and they do not have this vehicle.

This vehicle cost more than the OC Welch original bid by \$3,160. However, due to the availability of the vehicle, we would recommend purchasing the vehicle from JC Lewis Ford.

FUNDING: Through a budget amendment, this was in the fiscal year 2023 budget. If approved, we would fund this purchase using Fund Balance. We would amend the fiscal year 2024 budget accordingly.

RECOMMENDATION: To purchase the 2023 Ford Bronco Sport from JC Lewis Ford in the amount of \$34,485.

ATTACHMENTS:

PREVIOUS COUNCIL DISCUSSION: October 5, 2023 City Council meeting



City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023

Agenda Item: YR 2024 Alcohol Beverage License Renewals

Prepared by: Deridra Weeks

Presented by: Deridra Weeks

PURPOSE: 2024 Alcohol Beverage License Renewals

BACKGROUND: Current establishments request renewal of their Alcohol Beverage License for Year 2024.

FUNDING: None

RECOMMENDATION: Approval

ATTACHMENTS:

1. Doodles Summary Sheet
2. El Cazador Mexican Restaurant Summary Sheet
3. LongHorn Steakhouse Summary Sheet
4. O.D. Crabhouse Summary Sheet
5. Parrot and Frog a Pub Summary Sheet
6. Phillips Seafood Summary Sheet
7. Zum Rosenhof German Restaurant Summary Sheet
8. EZ Trip Summary Sheet
9. Fast Stop Summary Sheet
10. Handyland Exxon Summary Sheet
11. Hinesville Station Summary Sheet
12. Jay Vashudev Co Inc Summary Sheet
13. Liquor World Summary Sheet
14. Luckys Food Mart
15. One Stop Package Summary Sheet
16. Party Package L-Store Summary Sheet
17. Pit Stop
18. Speisekammer Summary Sheet
19. Texaco Food Mart Summary Sheet
20. Vashudev Foodmart Summary Sheet
21. Walmart 4525 Summary Sheet

PREVIOUS COUNCIL DISCUSSION: None

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS	Doodles
ADDRESS OF BUSINESS	105 W Genera Screven Way Hinesville, GA 31313
NAME OF APPLICANT(S)	Clayton Anderson
NAME OF LOCAL MANAGER	Clayton Anderson
APPROVED BY HPD	YES 11/30/2023
APPROVED BY ZONING	YES 11/16/2023
APPROVED BY INSPECTIONS DEPARTMENT	YES 11/16/2023
APPROVED BY HFD	YES 11/16/2023
TYPE OF LICENSE	Consumption on premise Beer and liquor
SUNDAY SALES	YES
VIOLATION HISTORY	No violations past 12 months

NOTES: This business operates as a bar, tavern, and nightclub. This location is not on probation.

City Council () Approved () Disapproved by _____ Date 12/07/2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS El Cazador Mexican Restaurant

ADDRESS OF BUSINESS 809 Willowbrook Dr Ste 114
Hinesville, GA 31313

NAME OF APPLICANT(S) Bernardino Jaime

NAME OF LOCAL MANAGER Lucia Linville

APPROVED BY HPD YES 11/27/2023

APPROVED BY ZONING YES 11/14/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/15/2023

APPROVED BY HFD YES 11/16/2023

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

SUNDAY SALES YES

VIOLATION HISTORY No violations past 12 months

NOTES: This business operates as a restaurant with full kitchen. This location is not on probation.

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS LongHorn Steakhouse

ADDRESS OF BUSINESS 825 W Oglethorpe Hwy
Hinesville, GA 31313

NAME OF APPLICANT(S) Daniel Tracey

NAME OF LOCAL MANAGER Daniel Tracey

APPROVED BY HPD YES 11/27/2023

APPROVED BY ZONING YES 11/21/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/21/2023

APPROVED BY HFD YES 11/21/2023

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

SUNDAY SALES NO

VIOLATION HISTORY No violations past 12 months

NOTES: This business operates as a restaurant with full kitchen. This location is not on probation.

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS O.D. Crabhouse

ADDRESS OF BUSINESS 708 E Oglethorpe Hwy
Hineesville, GA 31313

NAME OF APPLICANT(S) Hong Chen

NAME OF LOCAL MANAGER Ouyang Dazhong

APPROVED BY HPD YES 11/17/2023

APPROVED BY ZONING YES 11/14/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/15/2023

APPROVED BY HFD YES 11/16/2023

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

SUNDAY SALES YES

VIOLATION HISTORY No violations past 12 months

NOTES: This business operates as a restaurant with a full bar. This location is not on probation.

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS Parrot and Frog a Pub

ADDRESS OF BUSINESS 110 S Commerce St
Hinesville, GA 31313

NAME OF APPLICANT(S) Hasit Patel

NAME OF LOCAL MANAGER Hasit Patel

APPROVED BY HPD YES 11/29/2023

APPROVED BY ZONING YES 11/28/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/28/2023

APPROVED BY HFD YES 11/30/2023

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

SUNDAY SALES YES

VIOLATION HISTORY No violations past 12 months

NOTES: This business operates as a restaurant with a full bar. This location is not on probation.

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS Phillips Seafood

ADDRESS OF BUSINESS 115 Carter Street
Hinesville, GA 31313

NAME OF APPLICANT(S) Kenneth Wrease

NAME OF LOCAL MANAGER Kenneth Wrease

APPROVED BY HPD YES 11/30/2023

APPROVED BY ZONING YES 11/16/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/16/2023

APPROVED BY HFD YES 11/16/2023

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

SUNDAY SALES NO

VIOLATION HISTORY No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS Zum Rosenhof German Restaurant

ADDRESS OF BUSINESS 103B Midway St
Hinesville, GA 31313

NAME OF APPLICANT(S) Anka Hinze

NAME OF LOCAL MANAGER Anka Hinze

APPROVED BY HPD YES 11/17/2023

APPROVED BY ZONING YES 11/16/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/16/2023

APPROVED BY HFD YES 11/16/2023

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

SUNDAY SALES YES

VIOLATION HISTORY No violations past 12 months

NOTES: This business operates as a restaurant with a full bar. This location is not on probation.

City Council () Approved () Disapproved by _____ Date 12-01-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS EZ Trip

ADDRESS OF BUSINESS 908 Olmstead Drive
Hinesville, GA 31313

NAME OF APPLICANT(S) Chirag Patel

NAME OF LOCAL MANAGER Chirag Patel

APPROVED BY HPD YES 11/27/2023

APPROVED BY ZONING YES 11/21/2023

APPROVED BY INSPECTIONS YES 11/21/2023

APPROVED BY HFD YES 11/21/2023

TYPE OF LICENSE Consumption off premise
Beer and wine

SUNDAY SALES No

VIOLATION HISTORY No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS Fast Stop

ADDRESS OF BUSINESS 1735 Elma G Miles Pkwy
Hinesville, GA 31313

NAME OF APPLICANT(S) Chirag Patel

NAME OF LOCAL MANAGER Chirag Patel

APPROVED BY HPD YES 11/27/2023

APPROVED BY ZONING YES 11/17/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/21/2023

APPROVED BY HFD YES 11/21/2023

TYPE OF LICENSE Consumption off premise
Beer, and wine

SUNDAY SALES Yes

VIOLATION HISTORY No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS Handyland Exxon

ADDRESS OF BUSINESS 2570 W Hwy 196
Hinesville, GA 31313

NAME OF APPLICANT(S) F. Doyle Todd

NAME OF LOCAL MANAGER Dennis K Davis

APPROVED BY HPD YES 11/30/2023

APPROVED BY ZONING YES 11/27/2023

APPROVED BY INSPECTIONS YES 11/28/2023

APPROVED BY HFD YES 11/30/2023

TYPE OF LICENSE Consumption off premise
Beer and wine

SUNDAY SALES NO

VIOLATION HISTORY No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS Jillmil and Company
Hinesville Station

ADDRESS OF BUSINESS 1046 W Oglethorpe Hwy
Hinesville, GA 31313

NAME OF APPLICANT(S) Sunita Patel

NAME OF LOCAL MANAGER Manishkumar Patel

APPROVED BY HPD YES 11/30/2023

APPROVED BY ZONING YES 11/27/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/28/2023

APPROVED BY HFD YES 11/30/2023

TYPE OF LICENSE Consumption off premise
Beer and wine

SUNDAY SALES NO

VIOLATION HISTORY No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS Jay Vashudev & Co Inc

ADDRESS OF BUSINESS 241 W Memorial Drive
Hinesville, GA 31313

NAME OF APPLICANT(S) Bharaikumar Patel

NAME OF LOCAL MANAGER Dhruv Patel

APPROVED BY HPD YES 11/17/2023

APPROVED BY ZONING YES 11/16/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/16/2023

APPROVED BY HFD YES 11/16/2023

TYPE OF LICENSE Consumption off premise
Beer and wine

SUNDAY SALES NO

VIOLATION HISTORY No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS Liquor World

ADDRESS OF BUSINESS 1156 W Oglethorpe Hwy
Hinesville, GA 31313

NAME OF APPLICANT(S) Sunita Patel

NAME OF LOCAL MANAGER Manishkumar Patel

APPROVED BY HPD YES 11/30/2023

APPROVED BY ZONING YES 11/27/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/28/2023

APPROVED BY HFD YES 11/30/2023

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

SUNDAY SALES NO

VIOLATION HISTORY No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-23

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS Lucky's Food Mart

ADDRESS OF BUSINESS 734A Elma G Miles Parkway
Hinesville, GA 31313

NAME OF APPLICANT(S) Dipak Maisuriya

NAME OF LOCAL MANAGER Dipak Maisuriya

APPROVED BY HPD YES 11/27/2023

APPROVED BY ZONING YES 11/21/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/21/2023

APPROVED BY HFD YES 11/21/2023

TYPE OF LICENSE Consumption off premise
Beer, and wine

SUNDAY SALES Yes

VIOLATION HISTORY No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS One Stop Package

ADDRESS OF BUSINESS 760 E Oglethorpe Hwy
Hinesville, GA 31313

NAME OF APPLICANT(S) Chirag Patel

NAME OF LOCAL MANAGER Alpa Patel

APPROVED BY HPD YES 11/27/2023

APPROVED BY ZONING YES 11/21/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/21/2023

APPROVED BY HFD YES 11/21/2023

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

SUNDAY SALES NO

VIOLATION HISTORY No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS Party Package L- Store
ADDRESS OF BUSINESS 1415 W Oglethorpe Hwy
Hinesville, GA 31313
NAME OF APPLICANT(S) Bill Lal
NAME OF LOCAL MANAGER Son Singh

APPROVED BY HPD YES 11/17/2023

APPROVED BY ZONING YES 11/14/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/15/2023

APPROVED BY HFD YES 11/16/2023

TYPE OF LICENSE Consumption off premise
Beer and wine

SUNDAY SALES NO

VIOLATION HISTORY No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS Pit Stop

ADDRESS OF BUSINESS 1101 Airport Road
Hinesville, GA 31313

NAME OF APPLICANT(S) Chirag Patel

NAME OF LOCAL MANAGER Chirag Patel

APPROVED BY HPD YES 11/27/2023

APPROVED BY ZONING YES 11/21/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/21/2023

APPROVED BY HFD YES 11/21/2023

TYPE OF LICENSE Consumption off premise
Beer, and wine

SUNDAY SALES Yes

VIOLATION HISTORY No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS Speisekammer

ADDRESS OF BUSINESS 103 Midway St
Hinesville, GA 31313

NAME OF APPLICANT(S) Anka Hinze

NAME OF LOCAL MANAGER Anka Hinze

APPROVED BY HPD YES 11/17/2023

APPROVED BY ZONING YES 11/16/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/16/2023

APPROVED BY HFD YES 11/16/2023

TYPE OF LICENSE Consumption off premise
Beer

SUNDAY SALES NO

VIOLATION HISTORY No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS	Texaco Food Mart
ADDRESS OF BUSINESS	250 W General Screven Way Hinesville, GA 31313
NAME OF APPLICANT(S)	Mahendrabhai Patel
NAME OF LOCAL MANAGER	Mahendrabhai Patel
APPROVED BY HPD	YES 11/27/2023
APPROVED BY ZONING	YES 11/17/2023
APPROVED BY INSPECTIONS DEPARTMENT	YES 11/21/2023
APPROVED BY HFD	YES 11/21/2023
TYPE OF LICENSE	Consumption off premise Beer and wine
SUNDAY SALES	NO
VIOLATION HISTORY	No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS Vashudev Foodmart
ADDRESS OF BUSINESS 438 W General Screven Way
Hinesville, GA 31313
NAME OF APPLICANT(S) Sunita Patel
NAME OF LOCAL MANAGER Sunita Patel

APPROVED BY HPD YES 11/17/2023

APPROVED BY ZONING YES 11/16/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/16/2023

APPROVED BY HFD YES 11/16/2023

TYPE OF LICENSE Consumption off premise
Beer and wine

SUNDAY SALES NO

VIOLATION HISTORY No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-2023

SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2024

NAME OF BUSINESS Walmart 4525

ADDRESS OF BUSINESS 1422 W Oglethorpe Hwy
Hinesville, GA 31313

NAME OF APPLICANT(S) Ashley Ganger

NAME OF LOCAL MANAGER Ashley Ganger

APPROVED BY HPD YES 11/30/2023

APPROVED BY ZONING YES 11/28/2023

**APPROVED BY INSPECTIONS
DEPARTMENT** YES 11/28/2023

APPROVED BY HFD YES 11/30/2023

TYPE OF LICENSE Consumption off premise
Beer and wine

SUNDAY SALES Yes

VIOLATION HISTORY No violations past 12 months

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

City Council () Approved () Disapproved by _____ Date 12-07-2023



City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023
Agenda Item: Transient Merchant License Request
Prepared by: Deridra Weeks
Presented by: Deridra Weeks

PURPOSE: Heather Perez of Phantom Fireworks would like a 2023 Transient Merchant License to sell fireworks at 1121 W Oglethorpe Hwy (American Legion). All departments have reviewed and approved the application.

BACKGROUND: None

FUNDING: None

RECOMMENDATION: Approval

ATTACHMENTS:

1. Phantom Fireworks Application
2. Phantom Fireworks Summary Sheet
3. Phantom Fireworks Background Check

PREVIOUS COUNCIL DISCUSSION: None

LICENSE YEAR: 2023

DATE RECEIVED: _____
BLDG INSP: _____
ZONING: _____
POLICE: _____
DATE: _____
DATE: _____
DATE: _____



PEDDLER OR TRANSIENT MERCHANT LICENSE APPLICATION

PAYABLE TO:

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

Heather Perez
NAME OF APPLICANT:

TYPE OF LICENSE: PEDDLER OR TRANSIENT MERCHANT
(circle one)

[REDACTED]

81-46836026
FEDERAL TAX ID NUMBER:

SOCIAL SECURITY NUMBER:

BIRTH DATE: MONTH/DATE/YEAR

407 Fieldstone Rd Warner Robins, GA 31093
PERMANENT MAILING ADDRESS:

478 919 1545
PHONE NUMBER:

MANAGER'S NAME:

Heather Perez

DESCRIBE THE NATURE OF BUSINESS:

Consumer Fireworks
407 Fieldstone Rd Warner Robins, GA 31093
MANAGER'S MAILING ADDRESS:

IS THIS A CORPORATION? ☒ (YES) ☐ (NO)
(Please attach proof of corporation)

Phanton Fireworks
BUSINESS NAME: Eastern region LLC

Deleware 10/17/2016
IF YES, STATE AND DATE OF CORPORATION:

2445 Belmont Ave Youngstown OH 44505
BUSINESS PERMANENT ADDRESS:

Same as applicant
NAME OF REPRESENTATIVE:
(if different from applicant)

BIRTH DATE: MONTH/DATE/YEAR:

SOCIAL SECURITY NUMBER:

PERMANENT MAILING ADDRESS:

Consumer Fireworks

TYPE OF MERCHANDISE OR SERVICE OFFERED FOR SALE:

1121 W. Ogilthorpe Hwy Hinesville, GA 31313
LOCAL BUSINESS ADDRESS: (attach authorization slip from owner for transient merchant LIC)

DATES OF BUSINESS IN CITY:

FROM: Dec 26 TO: Dec 31

HOURS OF OPERATION:

FROM: 11:00am TO: 9:00pm

TOTAL DAYS

6

EXPLAIN HOW BUSINESS WILL BE CONDUCTED:

Customers walk up to window and purchase

LIST CITIES WHERE BUSINESS HAS BEEN CONDUCTED IN THE LAST TWELVE MONTHS:

Alma Claxton Centerville Jesup Newman
Cordele Cowington Warner Robins Blackshear Luganville

Amount per day 30 X 6 days
(Maximum \$500.00)

LICENSE FEE COMPUTATIONS
(Enter Amount Due)

\$ 180

Admin Fee Due for New Application

\$ 60

Other Fees

\$ 20

TOTAL DUE:

\$ 240

TOTAL RECEIVED \$ \$240

IMPORTANT - PLEASE READ CAREFULLY:

The applicant hereby agrees to be bound by all of the terms and conditions of the Ordinances adopted by the City of Hinesville, Georgia and any laws as may apply to the above business. I hereby agree to permit during business hours reasonable inspections as authorized by law.

THIS 20 DAY OF Nov, 20 23

Heather Perez
(AUTHORIZED SIGNATURE OF APPLICANT)

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

Sworn to and subscribed before me this

20 day of Nov

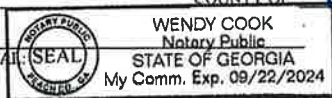
, 20 23

STATE OF: GA

COUNTY OF: Peach

CITY OF: Ft. Valley

NOTARY STAMP OR SEAL:



NOTARY PUBLIC:

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

**SUMMARY SHEET FOR TRANSIENT MERCHANT
LICENSE APPLICATION**

YEAR OF LICENSE	2023
NAME OF APPLICANT(S)	Heather Perez
NAME OF BUSINESS	Phantom Fireworks
ADDRESS OF BUSINESS	121 Kenginton Circle Warner Robins, GA 31093
APPROVED BY HPD	YES 11/30/2023
APPROVED BY ZONING	YES 11/27/2023
APPROVED BY INSPECTIONS DEPARTMENT	YES 11/28/2023
APPROVED BY HFD	YES 11/30/2023
TYPE OF LICENSE	Transient Merchant License

NOTES: In the past, Mayor & Council have authorized representatives to solicit from 10:00am until 7:00pm.

City Council () Approved () Disapproved by _____ Date 12-07-2023

MAYOR
Allen Brown

CITY MANAGER
Kenneth K. Howard

CITY CLERK

CITY ATTORNEY
Linnie L. Darden, III



Lloyd L. Slater, Chief of Police

MAYOR PRO TEM
Keith Jenkins

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

FROM THE HINESVILLE POLICE DEPARTMENT

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

Name of applicant

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

Perez, Heather Rose

Name of applicant

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

Name of applicant

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

Name of applicant

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

Name of applicant

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

Signature

11/29/23

Date

"Home for a Day or a Lifetime"

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



City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023
Agenda Item: Public Comment
Prepared by: Virginia Hendricks
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: December 7, 2023
Agenda Item: Mayor Brown's Report
Prepared by: Christy Deloach
Presented by: Mayor Brown

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023
Agenda Item: Councilmember Riles Report
Prepared by: Jean Marie Reynolds
Presented by: Councilmember Riles

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

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

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

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

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

Date: December 7, 2023
Agenda Item: Councilmember Floyd's Report
Prepared by: Rose Kenner
Presented by: Councilmember Floyd

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

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

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

Date: December 7, 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: December 7, 2023
Agenda Item: Holiday Schedule
Prepared by: Holly Fields
Presented by: Kenneth Howard

PURPOSE: To recommend closure of city facilities on Monday, December 25th, and Tuesday, December 26th, to celebrate the Christmas Eve and Christmas Day holidays. City facilities will also close on Monday, January 1, 2024, in observance of New Year's Day.

BACKGROUND: City facilities normally close ½ day on Christmas Eve and New Year's Eve. The change to full days on Christmas Eve and New Year's Eve will allow City of Hinesville employees to have a full four-day weekend this year to celebrate the holidays.

FUNDING: N/A

RECOMMENDATION: Approval

ATTACHMENTS:

PREVIOUS COUNCIL DISCUSSION: