

**MAYOR**  
Karl A. Riles

**CITY MANAGER**  
Kenneth K. Howard

**CITY CLERK**  
Estella L. Roberson

**CITY ATTORNEY**  
Linnie Darden III



**MAYOR PRO TEM**  
Vicky C. Nelson

**COUNCIL MEMBERS**  
Diana F. Reid  
Jason R. Floyd  
Dexter L. Newby  
José A. Ortiz, Jr.

**MAYOR AND COUNCIL  
REGULAR MEETING**

**AGENDA  
3:00 PM  
December 5, 2024  
Council Chamber**

**1. INVOCATION**

Richard Hayes, Chaplain of the Hinesville Fire Department and Pastor of New Day Community Church.

**2. MINUTES**

To approve the minutes from the November 21, 2024, Council Meeting.

**3. UNFINISHED BUSINESS**

**3.1. PROPOSED ETHICS ORDINANCE #2024-06**

To Present for Mayor and Council Consideration, Proposed Ethics Ordinance #2024-06 for approval.

*Action Item*

**4. PRESENTATIONS**

**4.1. GMA PRESENTATION FOR THE EMPLOYEE DEVELOPMENT PROGRAM AND SUPERVISORY LEADERSHIP PROGRAM**

Pam Helton, GMA Director, Member Services will make a presentation to all participants who completed the Employee Development Program and Supervisory Leadership Program.

*Informational Item*

**5. PLANNING AND ZONING**

**5.1. THE OUTPOST TOWNHOMES**

To Present for Mayor and Council Consideration, Request by Simcoe at Mosswood, LLC for Preliminary Plat Approval for an 80-lot Subdivision for Townhomes at the Intersection of Airport Road and Barry McCaffrey Blvd. (District #4)

*Action Item*

**6. PUBLIC HEARING**

**6.1. REZONING PETITION 2024-062-H**

To Present for Mayor and Council Consideration, a Rezoning Petition to Rezone 1.43 Acres from C-3 ( Highway Commercial) to OI (Office Institutional) for the Development of a new Sanctuary.

*"Home for a Day or a Lifetime"*

Property Located at 203 N Maple Drive and is Further Described as LCTM Parcel 059C111.  
(District # 5)

*Action Item*

**6.2. REZONING PETITION 2024-063-H**

To Present for Mayor and Council Consideration, a Rezoning Petition to Rezone 0.46 Acres from C-2 (General Commercial) to SFMH (Single-family Manufactured Home) for a new mobile home. Property is located at 773 Shuman Street, and is Further Described as LCTM-Parcel 046A095.  
(District # 3)

*Action Item*

**7. NEW BUSINESS**

**7.1. SPEED LIMIT DECLARATION WINDROW DRIVE RESOLUTION #2024-22**

Resolution #2024-22 to declare the posted speed limit for Windrow Drive.

*Action Item*

**7.2. RFP 2024-12 LIBERTY TRANSIT THIRD-PARTY MAINTENANCE SERVICES BID OPENING**

RFP 2024-12 Liberty Transit Third-Party Maintenance Services Bid Opening

*Action Item*

**7.3. HFD BID OPENING FOR CUSTOM CHASSIS RESCUE PUMPER**

To Present for Mayor and Council Consideration, Bid Opening for a Custom Chassis Rescue Pumper.

*Action Item*

**7.4. HFD BID OPENING FOR TWO (2) 1/2 TON PICKUP TRUCKS**

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

*Action Item*

**7.5. HAMPO CITIZENS ADVISORY COMMITTEE (CAC)**

To Present for Mayor and Council Consideration, Hinesville Area Metropolitan Planning Organization (HAMPO) Citizens Advisory Committee (CAC) Appointments will expire beginning January 1, 2025. These appointments are made by Mayor and Council.

*Informational Item*

**8. BUSINESS LICENSE**

**8.1. TRANSIENT MERCHANT LICENSE REQUEST**

To Present for Mayor and Council Consideration, Taylor Peaden of Country Fresh Farms has Requested a 2024 Transient Merchant License to Sell USDA Frozen Prepackaged Meat at 436 Elma G Miles Pkwy.

*Action Item*

**8.2. YR 2025 ALCOHOL BEVERAGE LICENSE RENEWALS**

*"Home for a Day or a Lifetime"*

To Present for Mayor and Council Consideration, **Consumption on Premise:** JJ's Bar & Grill, LongHorn Steakhouse and Star Lounge **Consumption off Premise:** Circle K 2745002, Circle 2745102, Hinesville Station, Jay Vashudev & Co Inc., Liquor World, Party L - Package Store and Vashudev & Co. Inc,

*Action Item*

9. **PUBLIC COMMENT**
  - 9.1. **PUBLIC COMMENT**
10. **MAYOR KARL A. RILES**
  - 10.1. **MAYOR RILES' REPORT**
  - 10.2. **HINESVILLE FOR THE HOLIDAYS**
11. **COUNCILMEMBER REID - DISTRICT 1**
  - 11.1. **COUNCILMEMBER REID'S REPORT**
12. **COUNCILMEMBER FLOYD - DISTRICT 2**
  - 12.1. **COUNCILMEMBER FLOYD'S REPORT**
13. **MAYOR PRO TEM NELSON - DISTRICT 3**
  - 13.1. **MAYOR PRO TEM NELSON'S REPORT**
14. **COUNCILMEMBER NEWBY - DISTRICT 4**
  - 14.1. **COUNCILMEMBER NEWBY'S REPORT**
15. **COUNCILMEMBER ORTIZ, JR. - DISTRICT 5**
  - 15.1. **COUNCILMEMBER ORTIZ, JR'S REPORT**
16. **CITY MANAGER KENNETH HOWARD**
  - 16.1. **CITY MANAGER HOWARD'S REPORT**
17. **EXECUTIVE SESSION**
  - 17.1. **EXECUTIVE SESSION**

To Hold an Executive Session to Discuss Litigation Matters.

*Informational Item*

18. **ADJOURN**

*"Home for a Day or a Lifetime"*



## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024  
**Agenda Item:** Proposed Ethics Ordinance #2024-06  
**Prepared by:** Christy Deloach  
**Presented by:** Kenneth Howard

**PURPOSE:** To Present for Mayor and Council Consideration, Proposed Ethics Ordinance #2024-06 for approval.

**BACKGROUND:** Mayor and Council reviewed the proposed Ethics Ordinance #2024-06, item was then reviewed and revised by Linnie L. Darden III, City Attorney, to present back to Mayor and Council for approval.

**FUNDING:** None

**RECOMMENDATION:**

**ATTACHMENTS:**

1. Ethics Ord Amendment - red line

**PREVIOUS COUNCIL DISCUSSION:**



## ORDINANCE AMENDMENT

### Code of Ethics for City Officials and Employees

AN ORDINANCE TO AMEND SECTION 2-1 OF CHAPTER 2 ARTICLE B SECTION 2 (A) OF THE CODE OF THE CITY OF HINESVILLE SO AS TO ADD THE WORD “ETHICAL” AND TO AMEND CHAPTER 2, ARTICLE B SECTIONS 2 (C) AND (E) TO REMOVE REFERENCE TO SUBPOENA POWERS AND TO PROVIDE AN ADOPTION DATE; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES ALLOWED BY LAW.

**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 City 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**, the governing body of the City has determined that it is in the best interests of the City and its citizens to adopt the following; and

NOW THEREFORE, BE IT RESOLVED THAT THE MAYOR AND COUNCIL OF THE CITY OF HINESVILLE, GEORGIA, AND IT IS HEREBY ORDAINED PURSUANT TO THE LAWFUL AUTHORITY THEREOF, THAT SECTION 2-1 OF CHAPTER 2 OF THE CODE OF THE CITY OF HINESVILLE BE AMENDED BY ADDING THE WORD “ETHICAL” IN ARTICLE B SECTION 2 (A), TO AMEND CHAPTER 2, ARTICLE B SECTIONS 2 (C) AND 2 (E) TO REMOVE REFERENCE TO SUBPOENA POWERS AND TO READ AS FOLLOWS:

#### SECTION 2-1

Section 2-1 of Chapter 2 of the Code of the City of Hinesville, Georgia (hereinafter referred to as the “Code”) is hereby and inserting the following:

Sec. 2-1.Code of Ethics for City Officials and Employees

#### **Article A. General Provisions**

#### **Section 1. Definitions**

(a) EMPLOYEE shall be any person who is a full-time or part-time

employee of City of Hinesville

- (b) CITY OFFICIAL shall be any person who is an elected official of the City of Hinesville
- (c) GOVERNMENT or CITY shall be construed to mean the city of Hinesville, Georgia government
- (d) IMMEDIATE FAMILY shall mean the employee or City official, spouse and children of said parties
- (e) PRIVATE BUSINESS shall mean any business which has employers or is owned by a City official or employee

## **Section 2. Acceptance Gifts**

With exception of campaign contributions which shall be reported in accordance with Georgia Laws, no city official shall solicit or accept directly or indirectly anything of value from any person, corporation, or group which:

- (1) has, or is seeking to obtain, contractual or other business or financial relationships with the City of Hinesville
- (2) seeks to have a City Official exercise a matter of discretion in his or her favor
- (3) seeks to have interests which may be affected by the performance or nonperformance of the official duty of the City Official
- (4) has the appearance to influence a City Official in the performance of the official's duties

## **Section 3. Intent**

It is the intent of this section that City Officials avoid any action or inaction whether or not specifically prohibited by Section 2 which might result in, or create appearance of:

- (1) Using public office for private financial, business, social or fraternal gain.
- (2) Impeding government efficiency or economy.
- (3) Adversely affecting the confidence of the public in the integrity of the government.
- (4) Purposely or intentionally violating laws involving moral turpitude as defined by Georgia Law.

## **Section 4. Financial Interests of Members**

City Officials may not:

- (1) have direct or indirect financial interests that conflict substantially with their responsibilities and duties as government servants
- (2) Engage in, directly or indirectly, financial transactions as a result of, or primarily relying upon, information obtained from their office. Aside from these restrictions, City Officials are free to engage in lawful financial transactions to the same extent as private citizens.

### **Section 5. Use of Public Property**

A City Official shall not use city government property of any kind for any purpose other than officially approved activities, nor direct employees to use such property for any purpose other than officially approved activities.

### **Section 6. Use of Confidential Information**

A City Official shall not directly or indirectly, make use of, or permit others to make use of, for the purpose of furthering a private interest, official information not made available to the general public.

### **Section 7. Coercion by City Official**

A City Official shall not use his position in any way to coerce, or give the appearance of coercing, another person, business, entity or group by providing any benefit to them or persons within his immediate family, or those with whom an official has business or financial ties or social ties.

### **Section 8. Voting in Matters of Personal Interest**

A City Official shall not vote on an ordinance, amendment, or resolution in a meeting that would directly affect his or her private business interests or property interest; nor such interests of his immediate family.

### **Section 9. Unauthorized Purchases**

A City Official shall not order any goods and services for the City of Hinesville nor obligate city funds for such payment, without prior official authorization for such expenditure.

### **Section 10. Meetings of the Council**

Meetings of the Council shall be conducted in accordance with the Official Code of Georgia Annotated, Title 50, Chapter 14, as amended.

### **Section 11. City Attorneys Used for Private Business**

A City Official shall not use the attorney or attorneys who are under retainer by the City of Hinesville for personal or private business without paying the attorney just compensation.

### **Section 12. Unauthorized Use of Public Employees**

A City Official shall not use their superior position to request or require a city employee

to:

- (1) do clerical work on behalf of his family, business, social, church or fraternal interests
- (2) purchase goods and services to be used for personal, business, or political purposes
- (3) personally work for them without offering just compensation; and/or
- (4) perform work allegedly for the benefit of the City without prior official authorization

### **Section 13. Travel Expenses**

A City Official shall not draw per diem or expense monies from the City of Hinesville to attend a seminar, convention, or conference only to fail to attend the seminar, convention, or conference without refunding the pro-rata unused per diem or expense monies to the city.

### **Section 14. Penalties**

The Code of Ethics to be observed by city officials and employees are set forth herein, and any violation thereof, shall subject the offender to disciplinary action which may include censure and public or private reprimand. Power to administer a greater punishment shall include power to administer the lesser. Further, in cases involving intentional acts, the general penalties of Section 1-13 of the Code of the City of Hinesville may be used as disciplinary action for violations of this code.

## **ARTICLE B.**

### **Administration**

#### **Section 1. Ethics Committee**

The ethics committee shall consist of five (5) members appointed by the Council. All members shall be residents of the City of Hinesville and shall serve a two (2) year term.

#### **Section 2. Receipt of Complaints**

- (a) All ethical complaints against city officials shall be filed with the ethics committee. The ethics committee may require that oral complaints, and complaints illegibly or informally drawn, be reduced to a memorandum of complaint in such form as may be prescribed by the Hinesville City Council. A copy of any filed complaint shall be forwarded to the party against whom the complaint is filed.

- (b) Upon receipt of a complaint in proper form, the ethics committee shall review and investigate it to determine whether the complaint is justified, frivolous, patently unfounded, or fails to state facts sufficient to invoke the disciplinary jurisdiction of the Hinesville City Council
- (c) The ethics committee shall be empowered to conduct investigations through hearings, by calling witnesses, and collecting evidence and information concerning any complaint.
- (d) Upon completion of its investigation of complaint, the ethic committee shall be empowered document their findings and dismiss those complaints which are frivolous, patently unfounded, or which fail to state facts sufficient to invoke the disciplinary jurisdiction of the Hinesville City Council, provided, however, that a rejection of such complaint by the ethics committee shall not deprive the complaining party of any action he might otherwise have at law in equity against the respondent government servant.
- (e) The ethic committee shall be empowered to adopt forms for formal complaints, notices, applications for reinstatement, and any other written instruments necessary or desirable under these rules.
- (f) Should the committee determine after a hearing that disciplinary action is warranted, it shall make written findings and recommendations to the Hinesville City Council.
- (g) The official against whom a complaint is filed may present evidence to the Ethics Committee and/or Hinesville City Council concerning any alleged complaints. The final disciplinary decision and/or penalties shall only be determined after hearing and opportunity to present evidence.
- (h) Employees who are charged with violation of the Code of Ethics will be given due process according to the City's Personnel Policies & Procedures.

### **Section 3. Additional Regulations**

This chapter shall be cumulative to any other ordinance, resolution, or act now existing.

### **Section 4. Right to Appeal**

Any final decision by the City Council pursuant to this code shall be reviewable by the Superior Court of Liberty County. The review by the Superior Court shall be limited to whether there was evidence to support the decision of the City Council. Provided however, the City Council's refusal or failure to take action pursuant to this code shall not be reviewable

by the Superior Court.

## **Section 5. Conflict of Interest**

No selected official, appointed officer, or employee of the city or any agency or political entity to which this charter applies shall engage in any business or transaction or have a financial or personal interest, direct or indirect, which interferes with the proper discharge of or impairs their judgment or action in the performance of their official duties.

## **ARTICLE C.**

### **Conflict of Interest, Political Activities and Code of Ethics**

#### **Section 1. Acceptance of Gifts, Gratuities, Special Privileges**

- (a) Employees and City Officials shall not accept gifts, loans, rewards, favors, or services that may reasonably tend to improperly influence them in the discharge of their official duties. This limitation is not intended to prohibit the acceptance of articles of negligible value which are distributed generally or to prohibit loans from regular institutions. It is particularly important that employees and officials guard against relationships which might be construed as or give the appearance of favoritism, coercion, unfair advantage, or collusion.
- (b) City Officials and Employees shall not use or attempt to use, including but not limited to knowledge obtained by or through their employment or by virtue of their position, to secure an economic benefit or advantage, special privilege or exemption for themselves or others.
- (c) City Officials and Employees shall not accept employment or engage in any business or professional activity which they may reasonably expect would require or induce them to disclose confidential information acquired by them by reason of their official position.
- (d) Employees shall not accept payments from outside sources for professional services (i.e., teaching, instructing, speaking engagements, consulting, honorariums) when  
such activities are done on city time or when such services pertain to the purchase or sale of city property.

#### **Section 2. Proprietorship of Creations**

All plans, designs, reports, specifications, drawings, devices, inventions, and other items produced or created by employees during working hours or through the use of city facilities or equipment or at the request of the city shall be and become the sole

property of the City of Hinesville.

### **Section 3. Confidential Information**

City Officials and Employees shall not disclose confidential information gained by reason of their official position, nor shall they otherwise use such information for their personal gain or benefit.

### **Section 4. Conflict of Interest.**

- (a) If an employee of the city is an officer, director, agent or member of, or owns any interest in an entity which is subject to the regulation of, or which has financial commitments with the city clerk.
- (b) Employees shall not transact any business in their capacity as City employees with any business entity of which he or she is an officer, director, agent, member, or in which he or she owns a controlling interest, excluding civic, charitable, or religious organizations.
- (c) Employees shall not have personal investments in enterprise which create a conflict or a perceived conflict between their personal interest and public interest. A passive interest by any official or employee in any public or private entity with which interest is 5% or less will not constitute a sufficient interest to raise a presumption or perceived conflict of interest.

### **Section 5. Political Activity**

- (a) No person employed by the city shall either publicly or otherwise hold themselves out as a candidate in any City of Hinesville election while holding such employment.
- (b) City employees shall not take part in any political management or political campaign for elections of the Mayor or City Council for the City of Hinesville during any period of time.
- (c) No employee, official or other person shall solicit, orally or by letter, or in any other manner concerned in obtaining any assessments, contributions, or services for any political party from any employee during their duty, service, or work with the city.
- (d) Employees shall not represent the city by wearing any uniform or portion thereof that is issued by the city while he is participating in any campaign at any time.
- (e) The city does not seek to influence employees in their choice of party affiliations or candidates. Therefore, (except as provided in Article C, Section

5, Paragraph B) nothing contained in this Code shall be construed to restrict the right of any employee to hold membership in or support a political party, to vote as they choose, to express opinions on political subjects or candidates, to maintain political neutrality, to attend political parties after work hours, or to campaign actively during off duty hours in all areas of political activity.

- (f) Employees shall not utilize any city equipment or vehicle in support of any political campaign.

## **ARTICLE D.**

### **Outside Employment Section 1. Limitations and Approval Requirement**

- (a) City employment shall be considered to be the primary employment of all full-time employees. No employee may engage in outside employment which will interfere with the interests of city service. Employment which are not acceptable include, but not limited to: (1) illegal activity; (2) employment that by virtue of association will reflect upon the reputation of the city; (3) high hazard or fatiguing work which might detract from or reduce employee performance with the City.
- (b) Prior to beginning any regularly scheduled outside employment, employees will obtain specific written approval from their department head or their designee on request forms which indicate the name of the outside employer, the nature of the work, hours of work, address and telephone number where the employee can be reached. Employees are required to obtain approval from their department head or his designee for any change in a previously approved outside employment request.
- (c) Any employee accepting or engaging in outside employment under the terms of these provisions shall make arrangements with the outside employer to respond immediately to any emergency call of duty or whenever the city shall determine that the employee's services are necessary.
- (d) Employees sustaining injuries while engaged in outside employment are normally ineligible to receive benefits under the city's Worker's Compensation program. If an employee sustains an injury while engaged in outside employment, but is performing duties, within the scope of his city responsibilities (i.e. a police arrest), they may be eligible for partial city Worker's Compensation benefits.
- (e) Failure to comply with the provisions of this section will result in disciplinary action.

This ordinance shall become effective upon adoption by the Mayor and Council of the City of Hinesville, Georgia.



DULY ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024, BY THE MAYOR  
AND COUNCIL OF THE CITY OF HINESVILLE, GEORGIA.

\_\_\_\_\_  
Karl A. Riles, Mayor

\_\_\_\_\_  
Vicky C. Nelson, Mayor Pro Tem

\_\_\_\_\_  
Diana F. Reid, Councilmember

\_\_\_\_\_  
Dexter L. Newby, Councilmember

\_\_\_\_\_  
Jason Floyd, Councilmember

\_\_\_\_\_  
Jose Antonio Ortiz, Jr., Councilmember

ATTEST:

\_\_\_\_\_  
Estella Roberson, City Clerk  
(SEAL)



## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024

**Agenda Item:** GMA Presentation for the Employee Development Program and Supervisory Leadership Program

**Prepared by:** Niesha Williams

**Presented by:** Pam Helton

**PURPOSE:** Pam Helton, GMA Director, Member Services will make a presentation to all participants who completed the Employee Development Program and Supervisory Leadership Program.

**BACKGROUND:** Mrs. Helton will present the employees who completed the Employee Development Program with a certificate of completion from the Georgia Municipal Association (GMA). She will also present the department heads who completed the Leadership Development Program with a certificate of completion from the Georgia Municipal Association.

**FUNDING:** N/A

**RECOMMENDATION:** N/A

**ATTACHMENTS:**

1. 2024 GMA Employee Development Program
2. 2024 GMA Supervisor Leadership Program

**PREVIOUS COUNCIL DISCUSSION:**

## **2024 GMA Employee Development Program Congratulations!**

- Jose Apolaya
- Brittany Avery
- Roman Borer
- Jad Breshears
- Wendy Bruce-Sochia
- Marta Cuevas
- Zachary Escudero
- Mauro Figueroa
- Angela Gallob
- Jacob Goldstein
- Janely Hernandez
- Lakefer Hunter
- Kendra Ivy
- Gregory Joseph
- Lisa Joseph
- Justin LaCoe
- Pauline McIver
- Scott Mercer
- Gabriel Munoz
- Kenya Romero
- Keisha Sanders
- Morgan Stokes
- Lisa Waye
- Ryan Wells
- Andrew West
- Shamika Wilson

## **2024 GMA Supervisor Leadership Program Congratulations!**

- Kevin Bechert
- Robert Caslen
- Darlene Ignaszewski
- Tina Kitchings
- Semmie McKenzie
- Niesha Williams
- Justin Zieman



## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024  
**Agenda Item:** The Outpost Townhomes  
**Prepared by:** Mardee Sanchez  
**Presented by:** Mardee Sanchez

**PURPOSE:** Request by Simcoe at Mosswood, LLC for Preliminary Plat Approval for an 80-lot Subdivision for Townhomes at the Intersection of Airport Road and Barry McCaffrey Blvd. (District #4)

**BACKGROUND:** Dedications to the City are new streets, utilities and drainage easements. This subdivision will have an HOA which is being dedicated common areas and a landscape easement.

At its meeting on June 18, 2024, the Planning Commission recommended approval with standard and special conditions.

**FUNDING:** None

**RECOMMENDATION:** Approval of the preliminary plat for The Outpost Townhomes with standard and special conditions.

**ATTACHMENTS:**

1. Outpost PP HCC 2024-12-05

**PREVIOUS COUNCIL DISCUSSION:**

# The Outpost Preliminary Plat

## Developer:

Simcoe at Mosswood, LLC

## Engineer:

EMC Engineering Services

## Description:

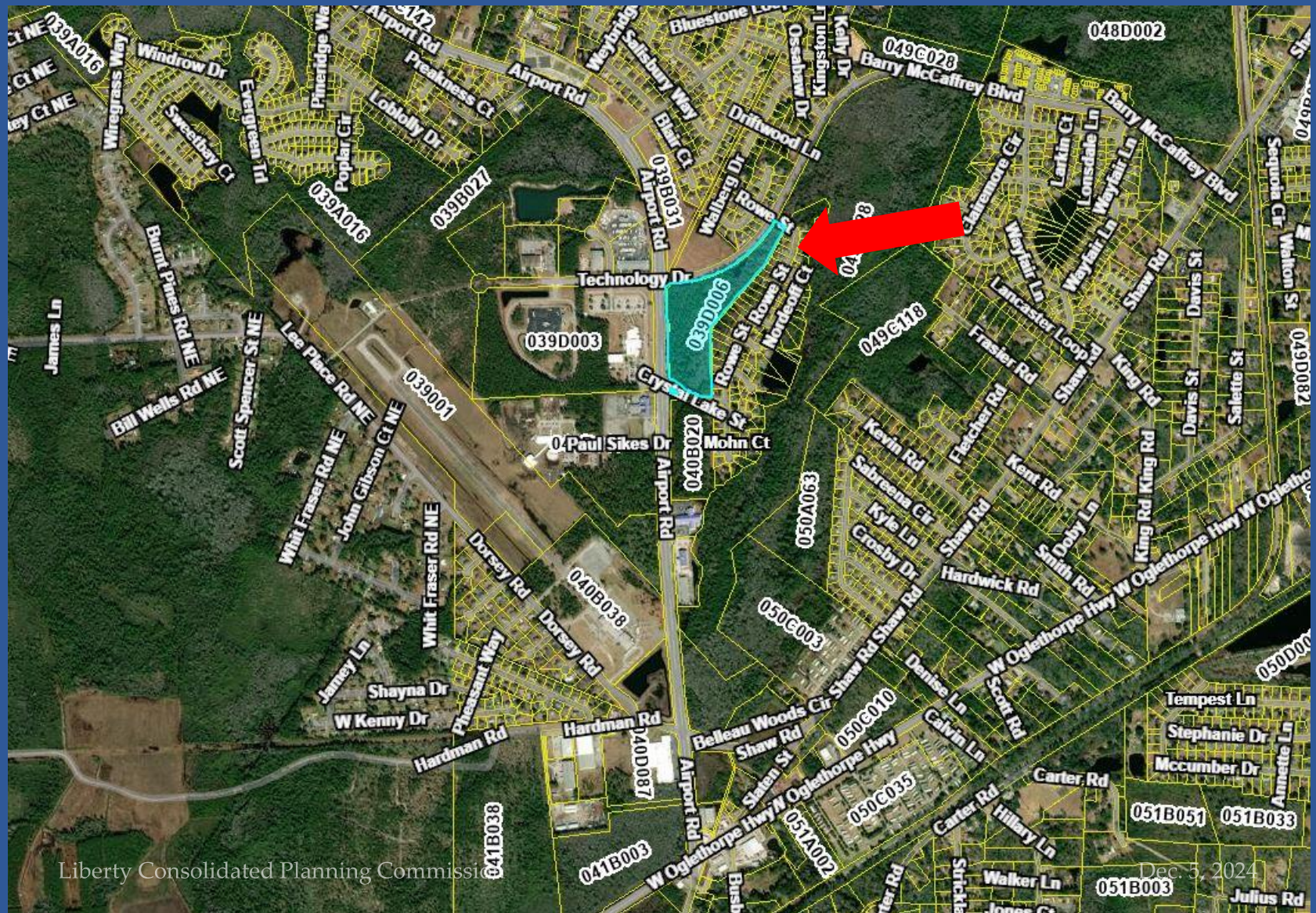
- 80 lots
- Townhomes
- Zoned PUD

Location: Airport Rd. &  
Barry McCaffrey Blvd.  
(District #5)





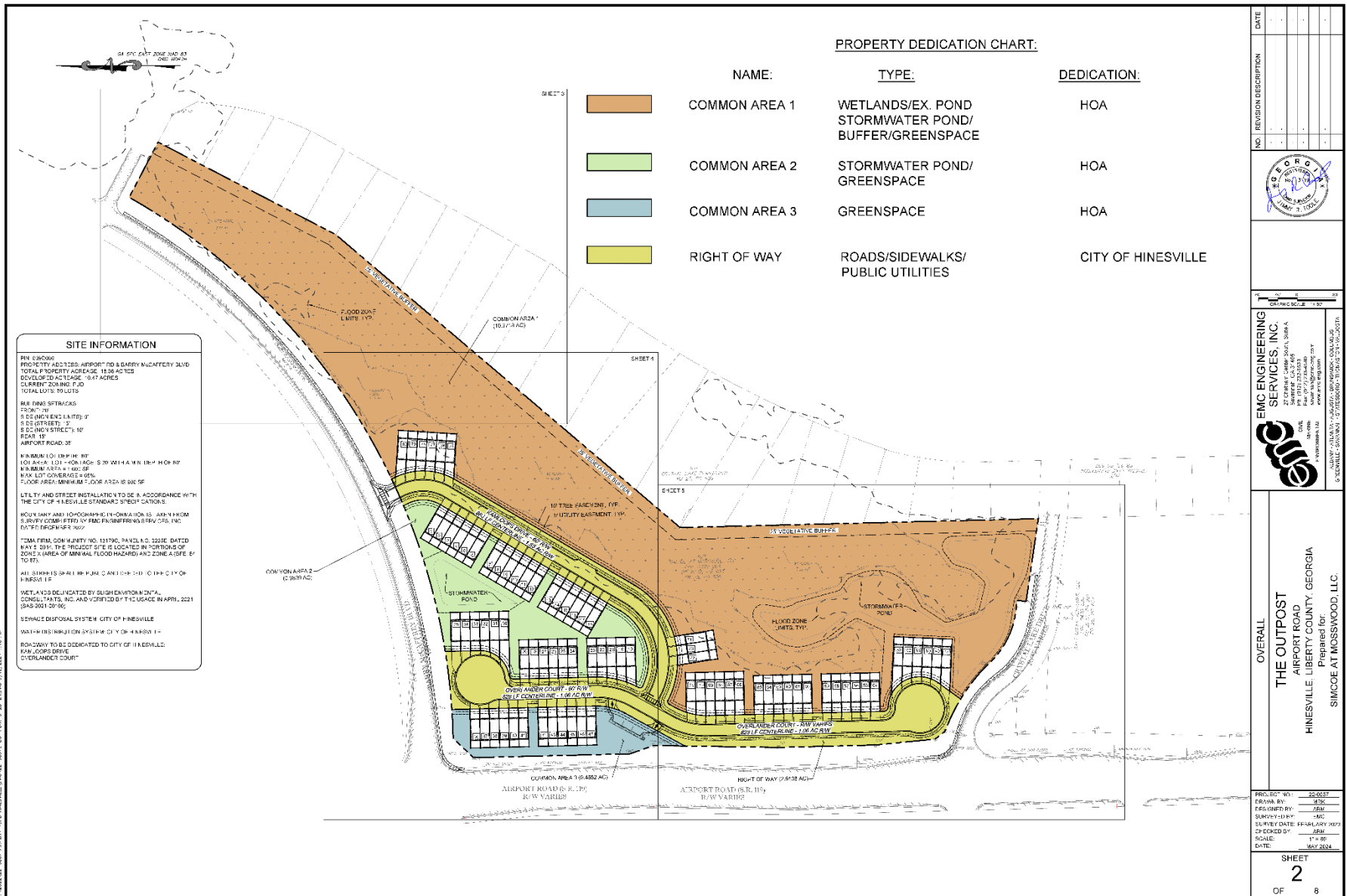
# Vicinity Map



Liberty Consolidated Planning Commission

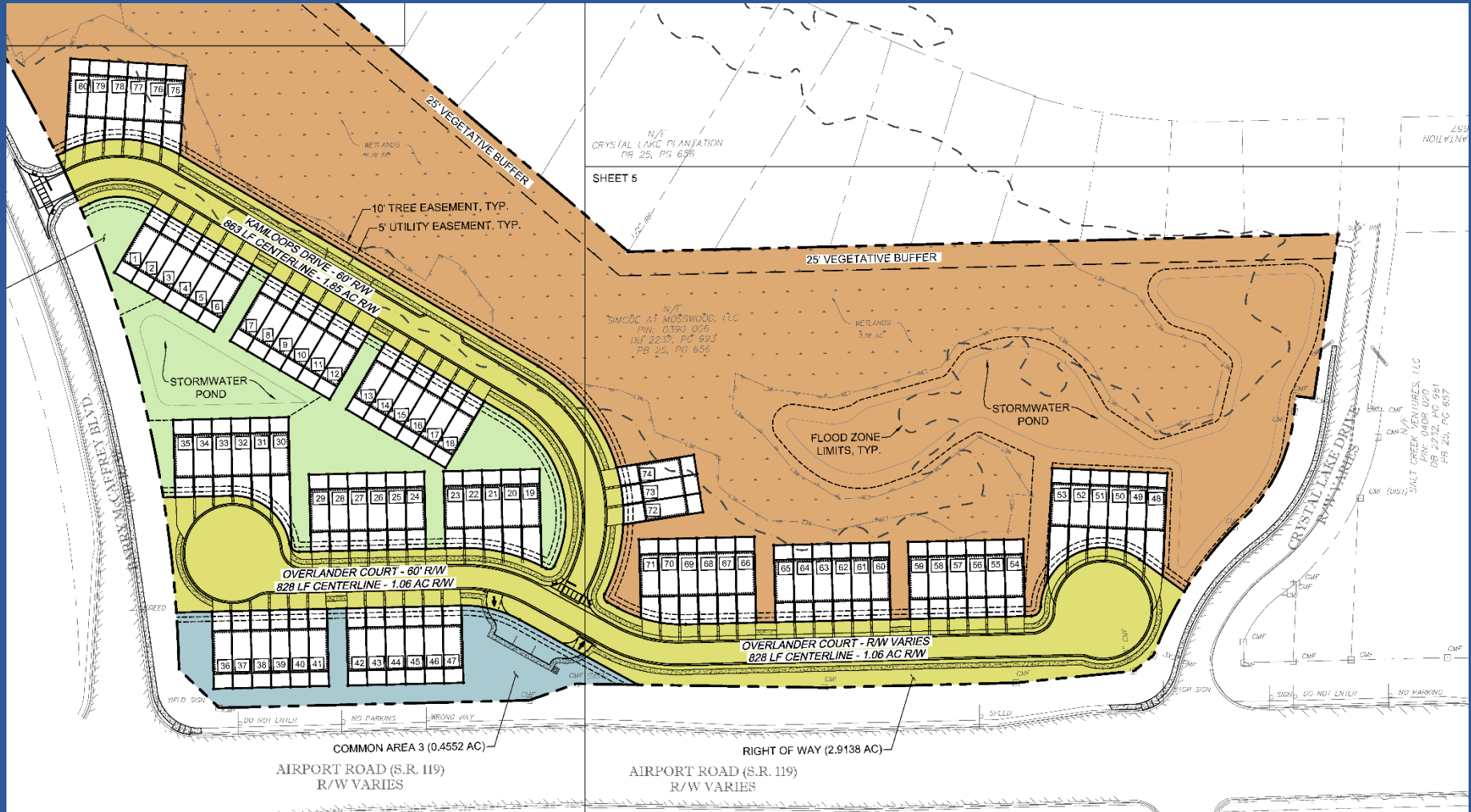


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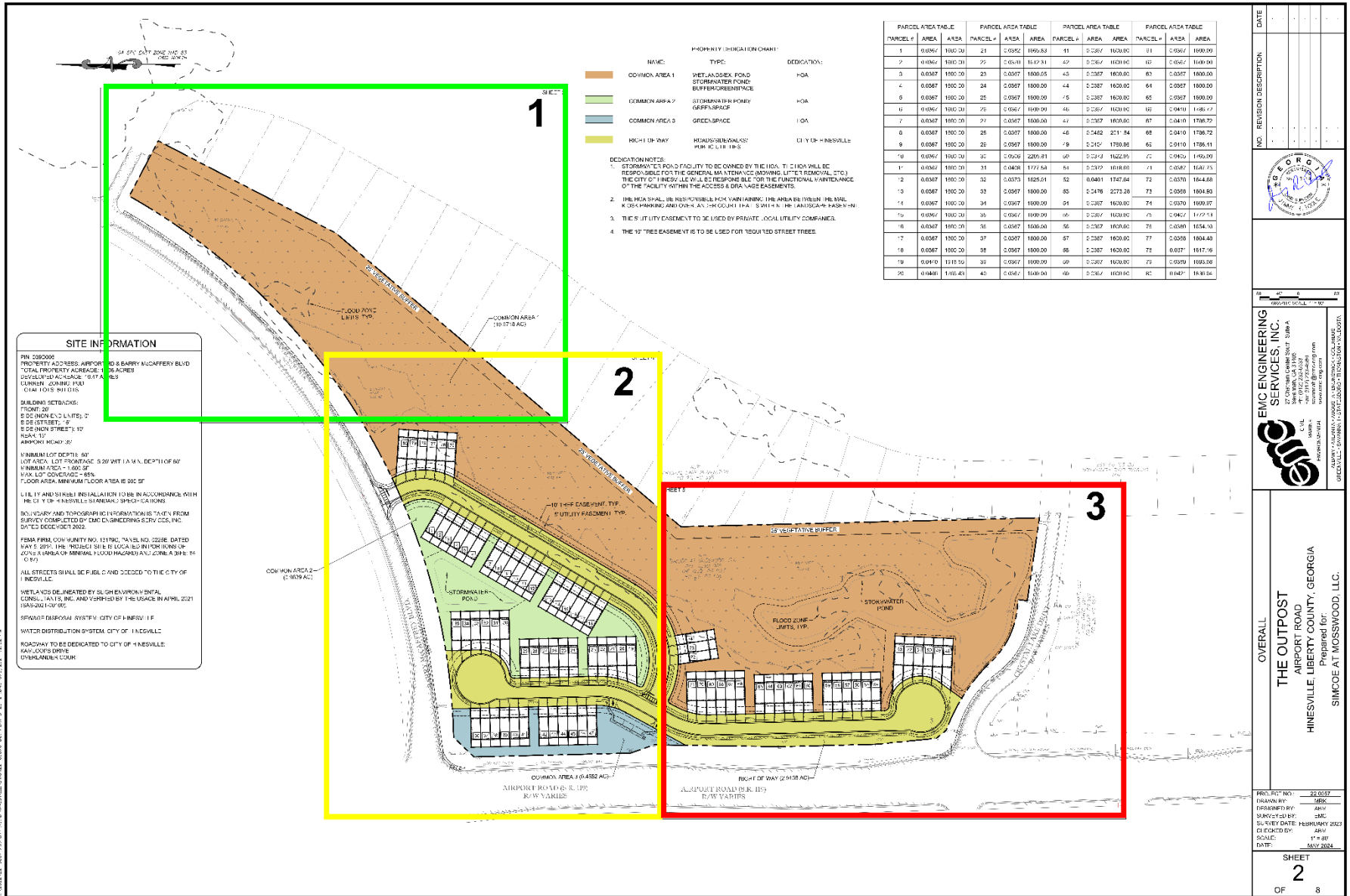




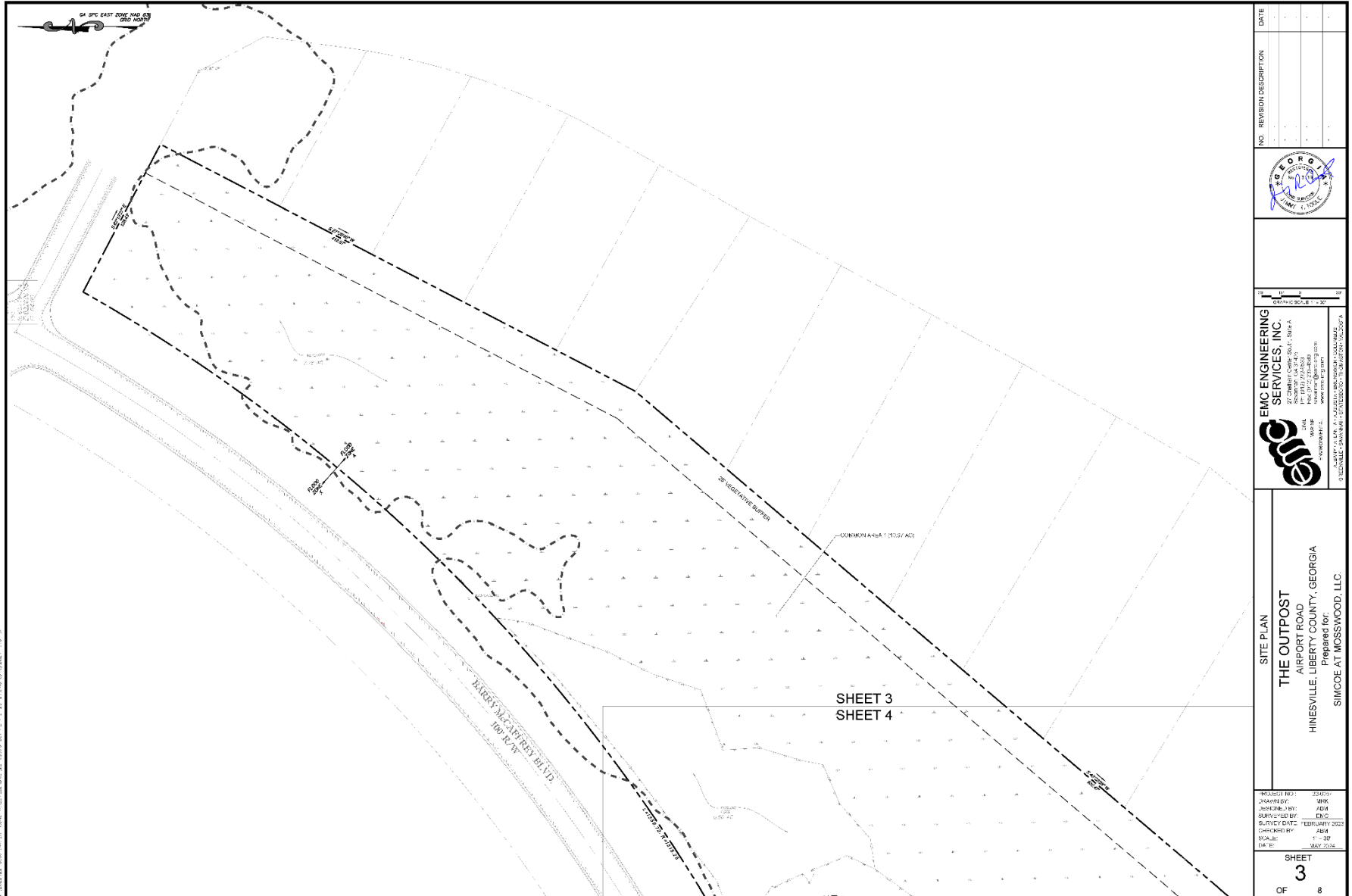
# Area to be Platted (close-up)



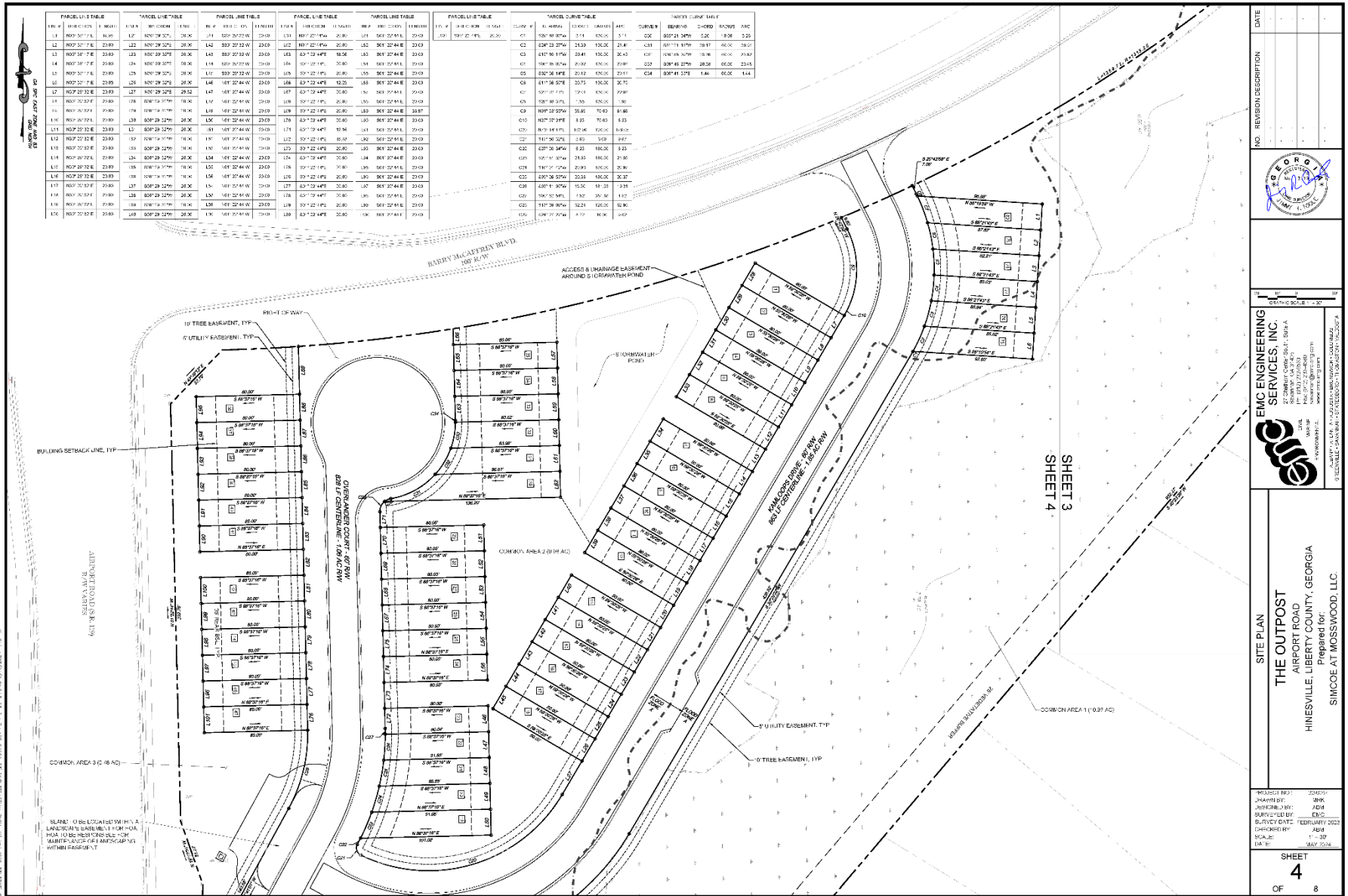
# Sheet Index



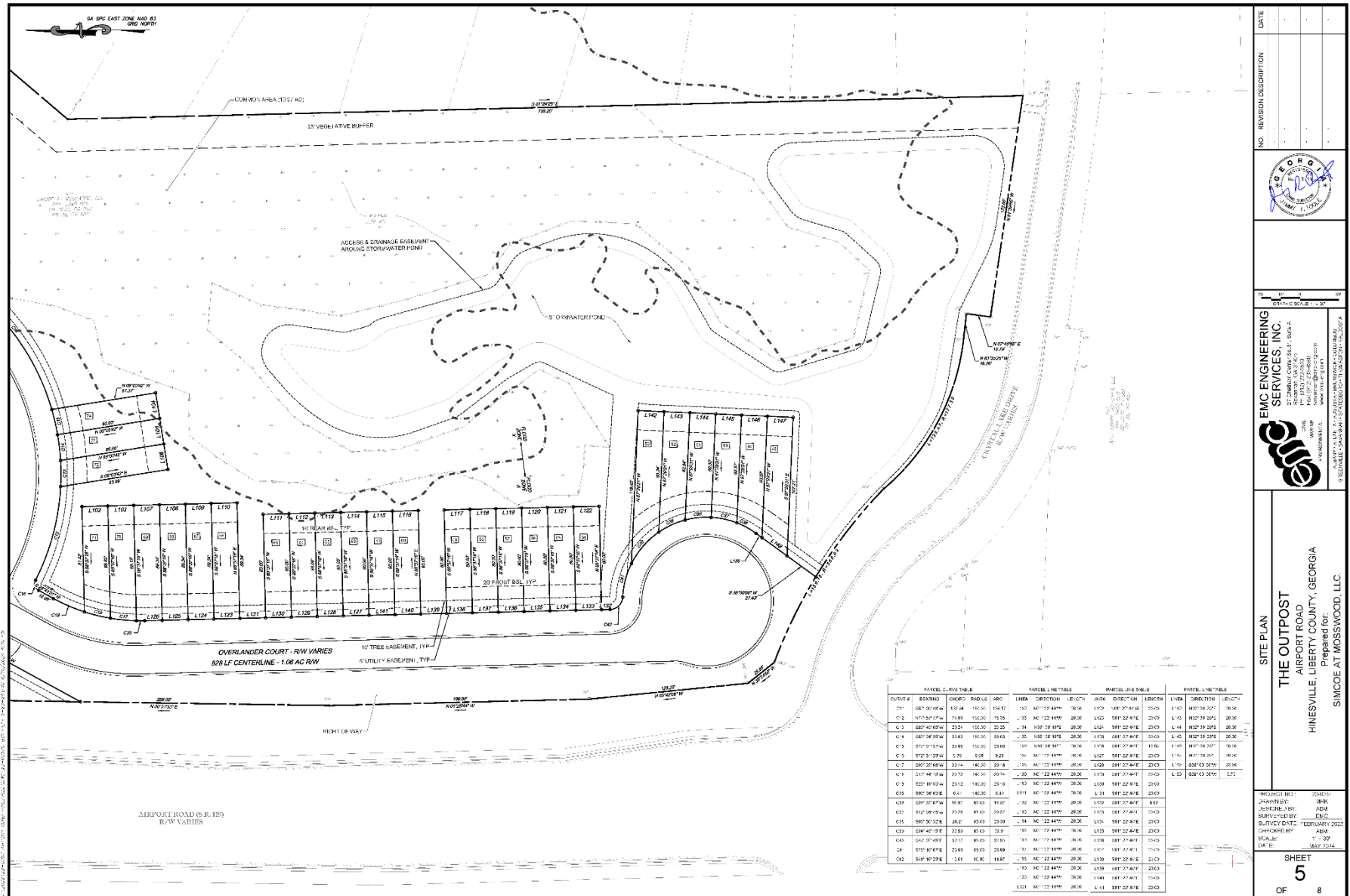
# Sheet 1



# Sheet 2



# Sheet 3





# Development Standards

## BUILDING SETBACKS:

FRONT: 20'

SIDE (NON-END UNITS): 0'

SIDE (STREET): 15'

SIDE (NON STREET): 10'

REAR: 15'

AIRPORT ROAD: 35'

MINIMUM LOT DEPTH: 80'

LOT AREA: LOT FRONTAGE IS 20' WITH A MIN. DEPTH OF 80'

MINIMUM AREA = 1,600 SF

MAX. LOT COVERAGE = 65%

FLOOR AREA: MINIMUM FLOOR AREA IS 900 SF

## Future Dedications to the City:

- 1/3 mi. of new streets
  - ❖ Kamloops Drive – 863 ft.
  - ❖ Overlander Court – 828 ft.
- Water, reuse water, sewer and stormwater improvements and associated easements

## Future Dedications to the HOA:

- Three common areas (12.41 ac. total)
- Landscape easement

# LCPC and City Recommendation

## The Outpost

APPROVAL of the PRELIMINARY PLAT  
with standard and special conditions



# Special Conditions

1. The construction plans for this project include the following:
  - A. The outlet from the catch basin converted to a grate inlet is a 19" x 30" reinforced concrete pipe.
  - B. The small pond behind the townhomes shall be the responsibility of the HOA, not the City.
  - C. The outlet from the large pond shall have an outlet control structure and a flap valve or other means of preventing wetland water from backing up into the pond.

## Special Conditions

- D. A note indicating that all stormwater piping, even that which is not under pavement, shall be tested in accordance with the City's standard specifications.
  - E. A slide gate shall be installed in the last structure before the pond to allow maintenance of the storm piping system upstream of the pond.
2. An additional 3 years of maintenance warranty shall be provided for the stormwater system.



## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024  
**Agenda Item:** Rezoning Petition 2024-062-H  
**Prepared by:** Lori Parks  
**Presented by:** Jeff Ricketson

**PURPOSE:** A rezoning petition has been submitted by Clinton Burns on behalf of owner, Hinesville House of Refuge Inc. to rezone 1.43 acres from C-3 (Highway Commercial) to OI (Office Institutional) for the development of a new sanctuary onsite. The existing sanctuary will remain onsite. The property is located at 203 N Maple Drive and is further described as LCTM Parcel 059C111.

**BACKGROUND:** None

**FUNDING:** None

**RECOMMENDATION:** November 19, 2024. LCPC Commissioners recommended APPROVAL with standard conditions.

**ATTACHMENTS:**

1. Rezoning Petition 2024-062-H

**PREVIOUS COUNCIL DISCUSSION:**



# Rezoning Petition 2024-062-H

A rezoning petition has been submitted by Clinton Burns on behalf of owner, Hinesville House of Refuge Inc. to rezone 1.43 acres from C-3 (Highway Commercial) to OI (Office Institutional) for the development of a new church sanctuary onsite. The existing sanctuary onsite will remain. The property is located within the City of Hinesville. The property is located at 203 N Maple Drive, just east of the W. Oglethorpe Hwy intersection and is further described as LCTM Parcel 059C111.



# Public Notification

## HS PUBLIC HEARINGS

### Rezoning Petition 2024-062-H

A rezoning petition has been submitted by Coastal Engineering and Consulting, Mr. Scott Burns, on behalf of owner, Hinesville House of Refuge, Inc. to rezone 1.43 +/- acres from C-3 (Highway Commercial) to OI (Office Institutional) for a church.

The property is located at 203 N. Maple Drive and is further described as LCTM Parcel 059C111. Property is bounded now or formerly as follows: NORTH by North Maple Drive; EAST by lands of Martha E. Grice; SOUTH by lands of Shady Oaks Mobile Home Parks Hinesville Ga., LLC; and WEST by lands of John D. Gibson and ETAL.

### Rezoning Petition 2024-063-H

A rezoning petition has been submitted by Gaelle Massa, on behalf of owner, William H and Doris Linder in care of Connie Skipper to rezone 0.46 acre +/- from C-2 (General Commercial) to SFMH (Single-family Manufactured Home) for a mobile home. The property is located at 773 Shuman Street in Hinesville and is further described as LCTM Parcel 046A095. The property is bounded now or formerly as follows: NORTH by lands of Alan B. Patricio and Foley H. William; EAST by lands of Bo Strickland Investments LLC. and W & S Investment Partners LLC.; SOUTH by William H. and Doris Linder Sr.; and WEST by lands of Olester and Sharon Gilley and Jeanette Wells Beard and Susan Wells Peckham.

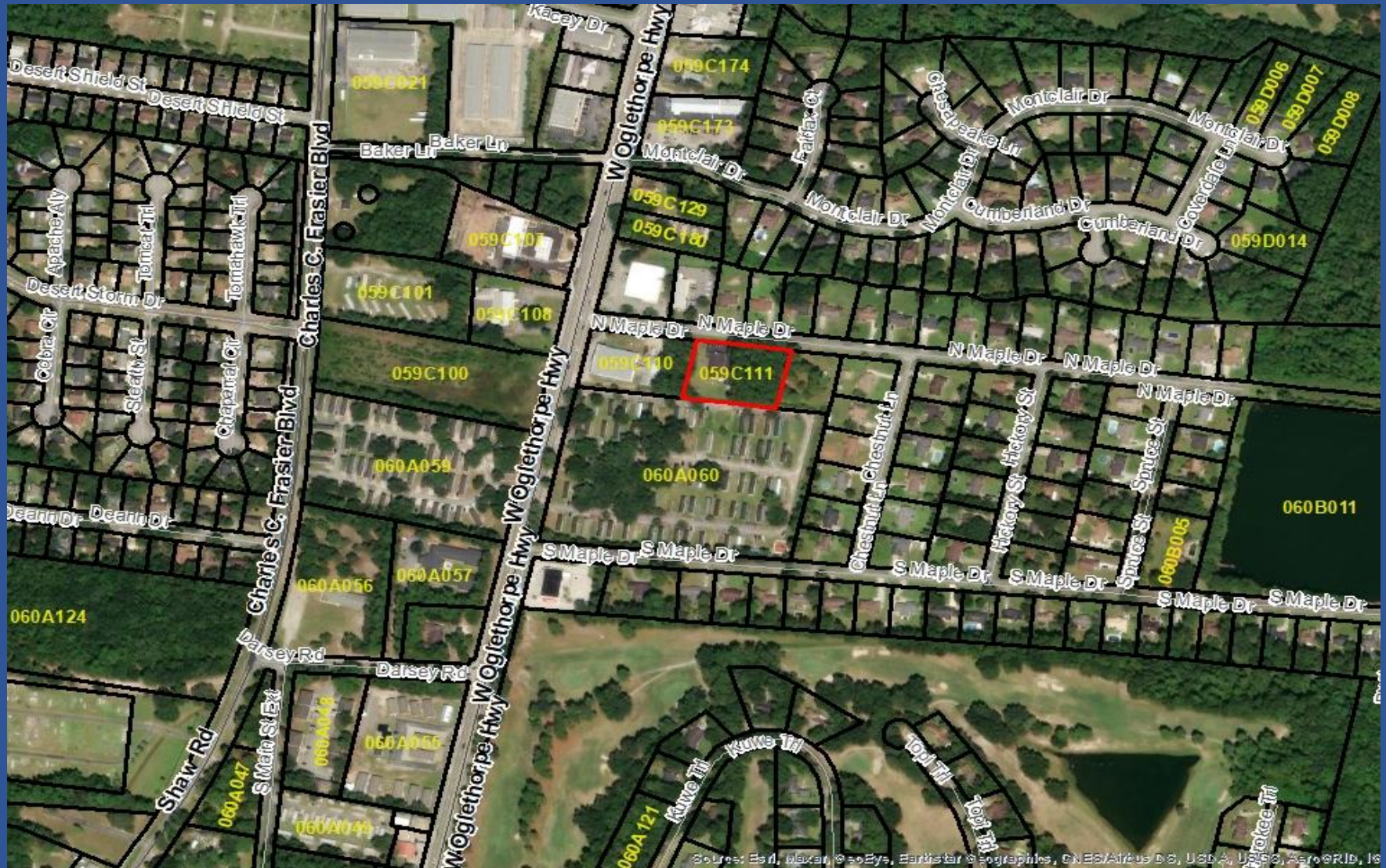
### Public Hearings

The Liberty Consolidated Planning Commission will hold a public meeting November 19, 2024, 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: Thursday, December 5, 2024, 3:00 p.m. - The City of Hinesville Mayor and Council will meet at Hinesville City Hall, 115 East M. L. King Jr. Drive, Hinesville. NOVEMBER 19, 2024, LIBERTY CONSOLIDATED PLANNING COMMISSION ACCOUNT # 04100401 49442 10/31/24 RL



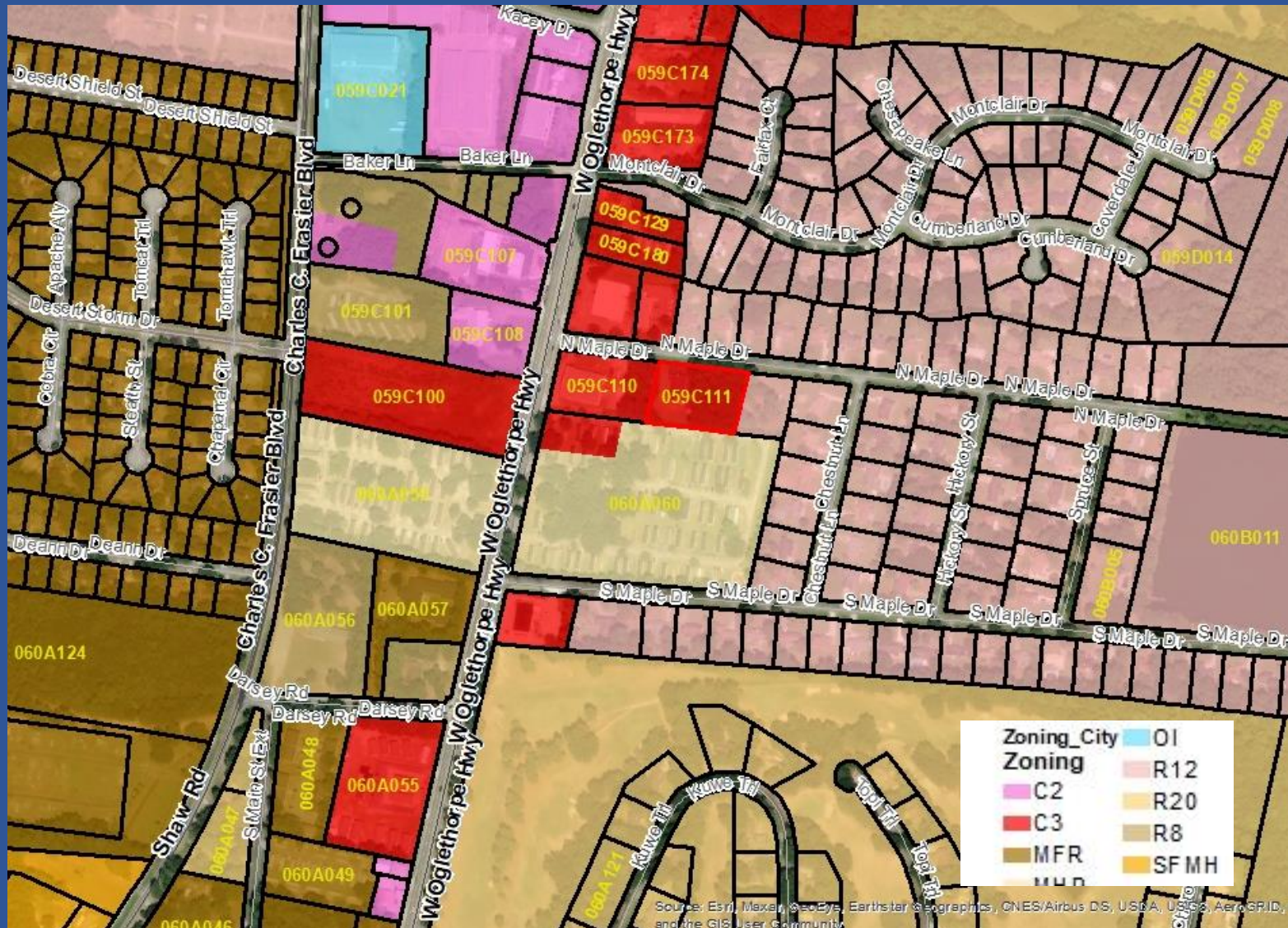


# Vicinity Map

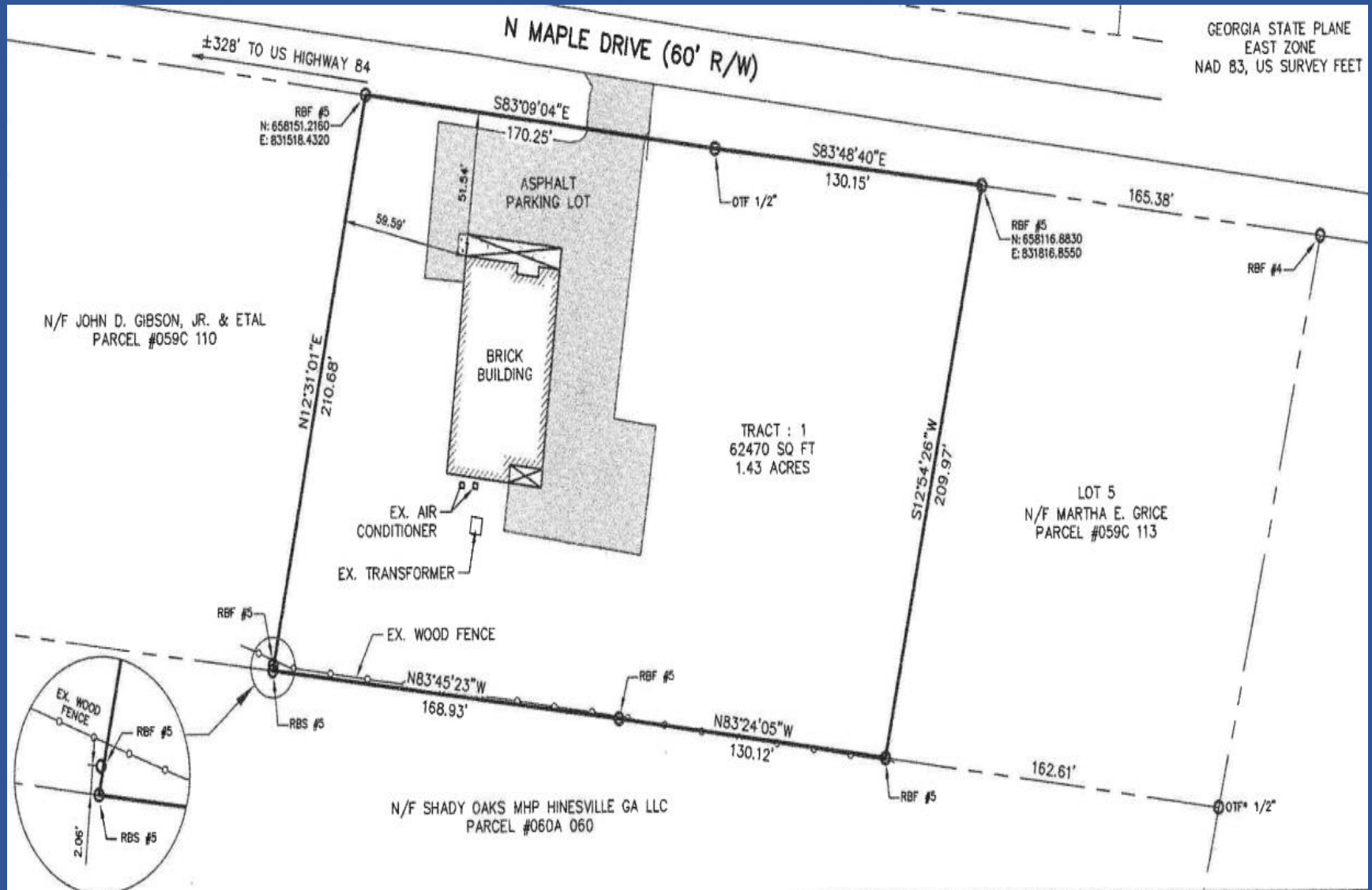




# Zoning Map

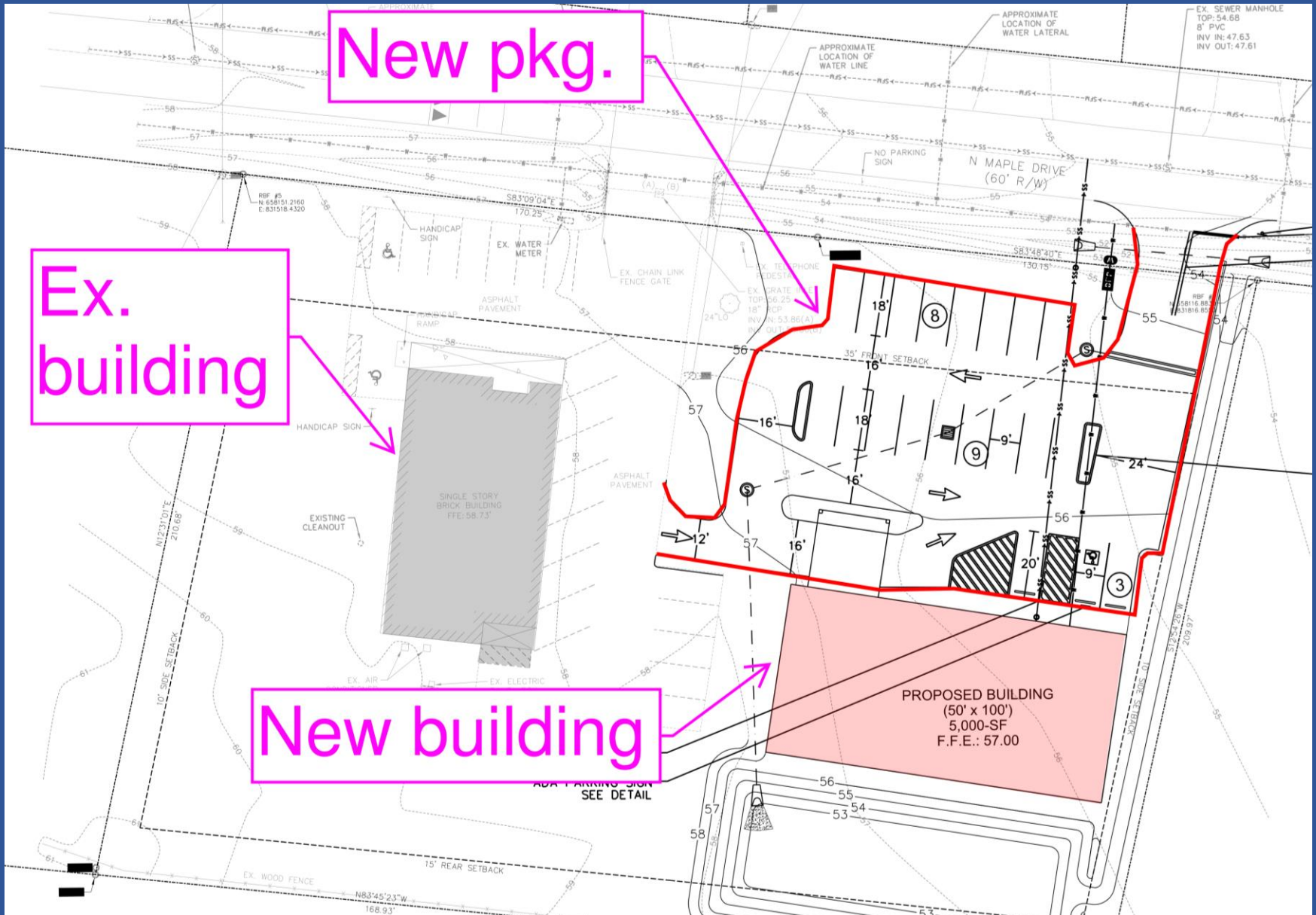


# Survey





# Site Plan





# Floodplain





# Wetlands



Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNR EO/ALOS DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

- Railroad
- ▬ Parcels
- Marshlands
- ▨ Wetlands

# Narrative

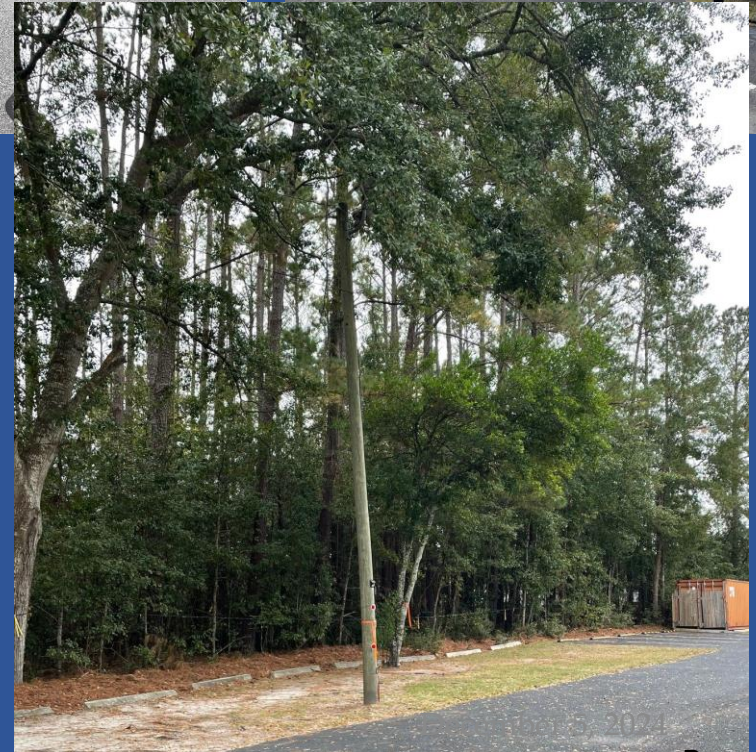
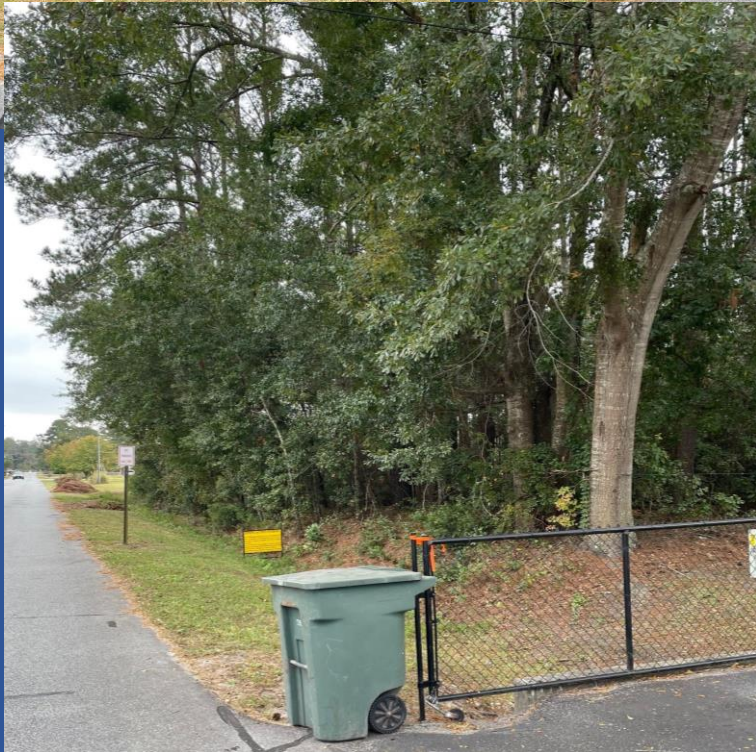
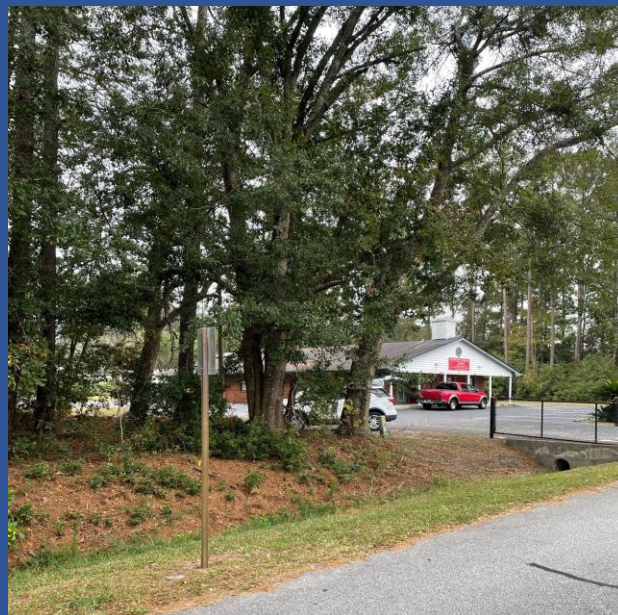
The proposed request is to rezone the property at 203 North Maple Drive from the current C-3 zoning designation to an OI zoning designation for the construction of a church sanctuary at the proposed location. If additional information or clarification is needed, please do not hesitate to let me know. Thank you.

Sincerely,

*Scott Burns*

Scott Burns, P.E.  
President







# 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 both Low Density Residential and Commercial.*

# 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?

- *Yes. OI zoning and the church would be a good transition between the C-3 (Highway Commercial) and the existing single-family residential neighborhood.*

# LCPC Recommendation

Approval

Rezoning Petition 2024-062-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.







## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024  
**Agenda Item:** Rezoning Petition 2024-063-H  
**Prepared by:** Lori Parks  
**Presented by:** Jeff Ricketson

**PURPOSE:** A rezoning petition has been submitted by Gaelle Massa, on behalf of owners, William H. and Doris Linder in care of Connie Skipper to rezone 0.46 acres from C-2 (General Commercial) to SFMH (Single-family Manufactured Home) for the development of a new mobile home. The property is located at 773 Shuman Street in Hinesville and is further described as LCTM Parcel 046A095.

**BACKGROUND:** None

**FUNDING:** None

**RECOMMENDATION:** November 19, 2024. LCPC Commissioners recommended APPROVAL with standard conditions.

**ATTACHMENTS:**

1. Rezoning Petition 2024-063-H

**PREVIOUS COUNCIL DISCUSSION:**



# Rezoning Petition 2024-063-H

A rezoning petition has been submitted by Gaelle Massa, on behalf of owner, William H. and Doris Linder in care of Connie Skipper, to rezone 0.46 acre +/- from C-2 (General Commercial) to SFMH (Single-family Manufactured Home) for the placement of a manufactured home. The property is located at 773 Shuman Street in Hinesville and is further described as LCTM Parcel 046A095.

# Public Notification

## HS PUBLIC HEARINGS

### Rezoning Petition 2024-062-H

A rezoning petition has been submitted by Coastal Engineering and Consulting, Mr. Scott Burns, on behalf of owner, Hinesville House of Refuge, Inc. to rezone 1.43 +/- acres from C-3 (Highway Commercial) to OI (Office Institutional) for a church. The property is located at 203 N. Maple Driver and is further described as LCTM Parcel 059C111. Property is bounded now or formerly as follows: NORTH by North Maple Drive; EAST by lands of Martha E. Grice; SOUTH by lands of Shady Oaks Mobile Home Parks Hinesville Ga., LLC; and WEST by lands of John D. Gibson and ETAL.

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### Public Hearings

The Liberty Consolidated Planning Commission will hold a public meeting November 19, 2024, 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: Thursday, December 5, 2024, 3:00 p.m. - The City of Hinesville Mayor and Council will meet at Hinesville City Hall, 115 East M. L. King Jr. Drive, Hinesville.

NOVEMBER 19, 2024, LIBERTY CONSOLIDATED PLANNING COMMISSION  
ACCOUNT # 04100401  
49442 10/31/24 RL





# Vicinity Map





# Zoning Map



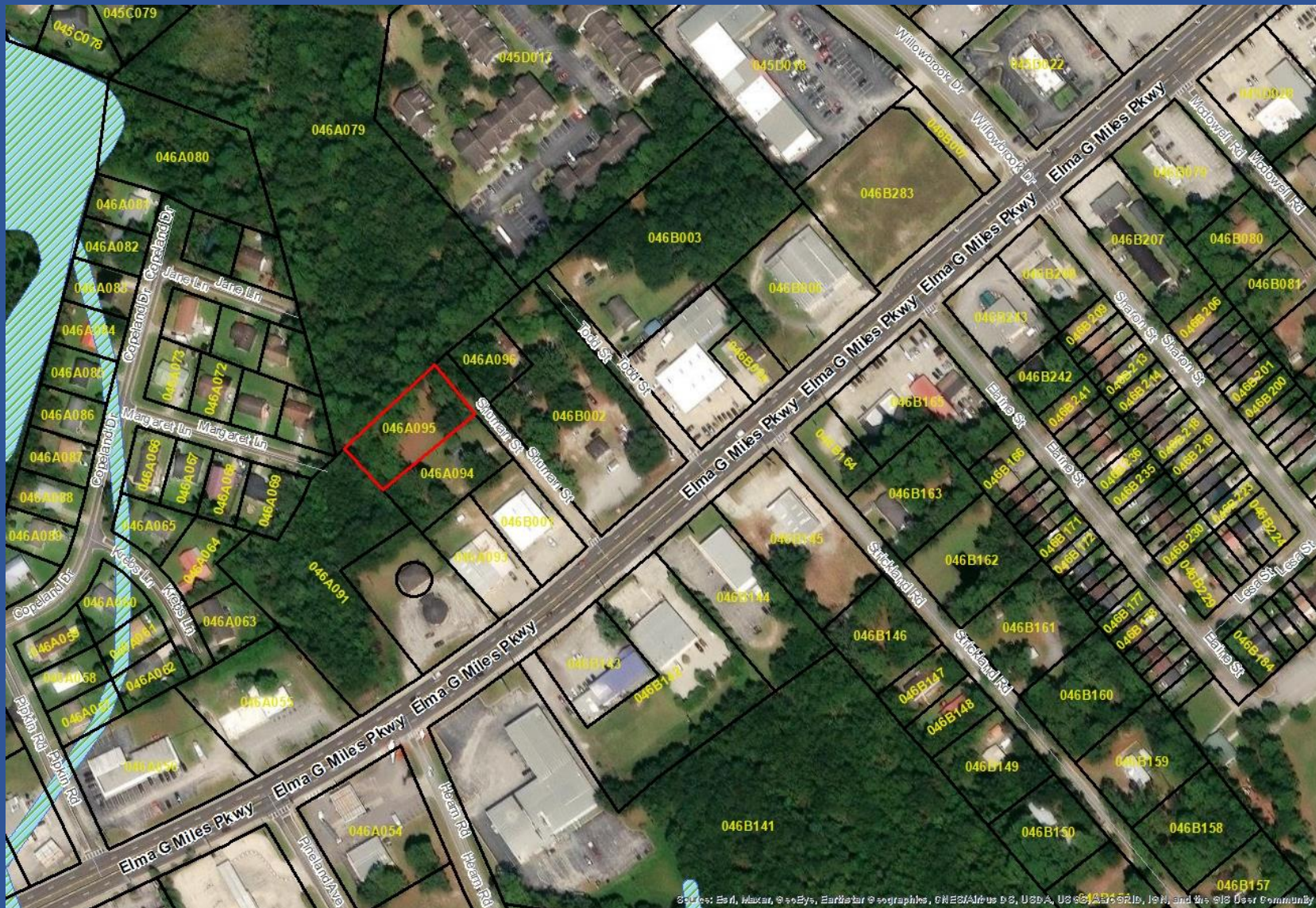


# Floodplain





# Wetlands





# Narrative

Hi Ms Lori,

My employee is homeless with his family living in hotel, I will put a mobile home on the property until they can get a place to stay . But in future I will build a duplex there.

The mobile home will be 3 bedrooms and 2 baths for his family size .

**Sincerely,**

**Gaelle Massa**

Cell: 9123436454

Fax: 9125500429

# Photos





# Photos





# Photos



# 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 Commercial, but the adjacent uses are non-conforming residential.*

# 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?

- *Yes. The property is located on an existing dirt road, which would be unsuitable for commercial development. Moreover, there are existing non-conforming residential uses immediately adjacent to this property.*

# LCPC Recommendation

Approval

Rezoning Petition 2024-063-R

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.





## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024

**Agenda Item:** Speed Limit Declaration Windrow Drive Resolution #2024-22

**Prepared by:** Ryan Arnold

**Presented by:** Ryan Arnold

**PURPOSE:** To Present for Mayor and Council Consideration, Approval of Resolution #2024-22 declaring the posted speed limit for Windrow Drive to be 25 miles per hour.

**BACKGROUND:** The State of Georgia prescribes the speed limit for any urban or residential district is 30 miles per hour unless otherwise designated by appropriate signage.

**FUNDING:** None

**RECOMMENDATION:** Approval of Resolution 2024-22

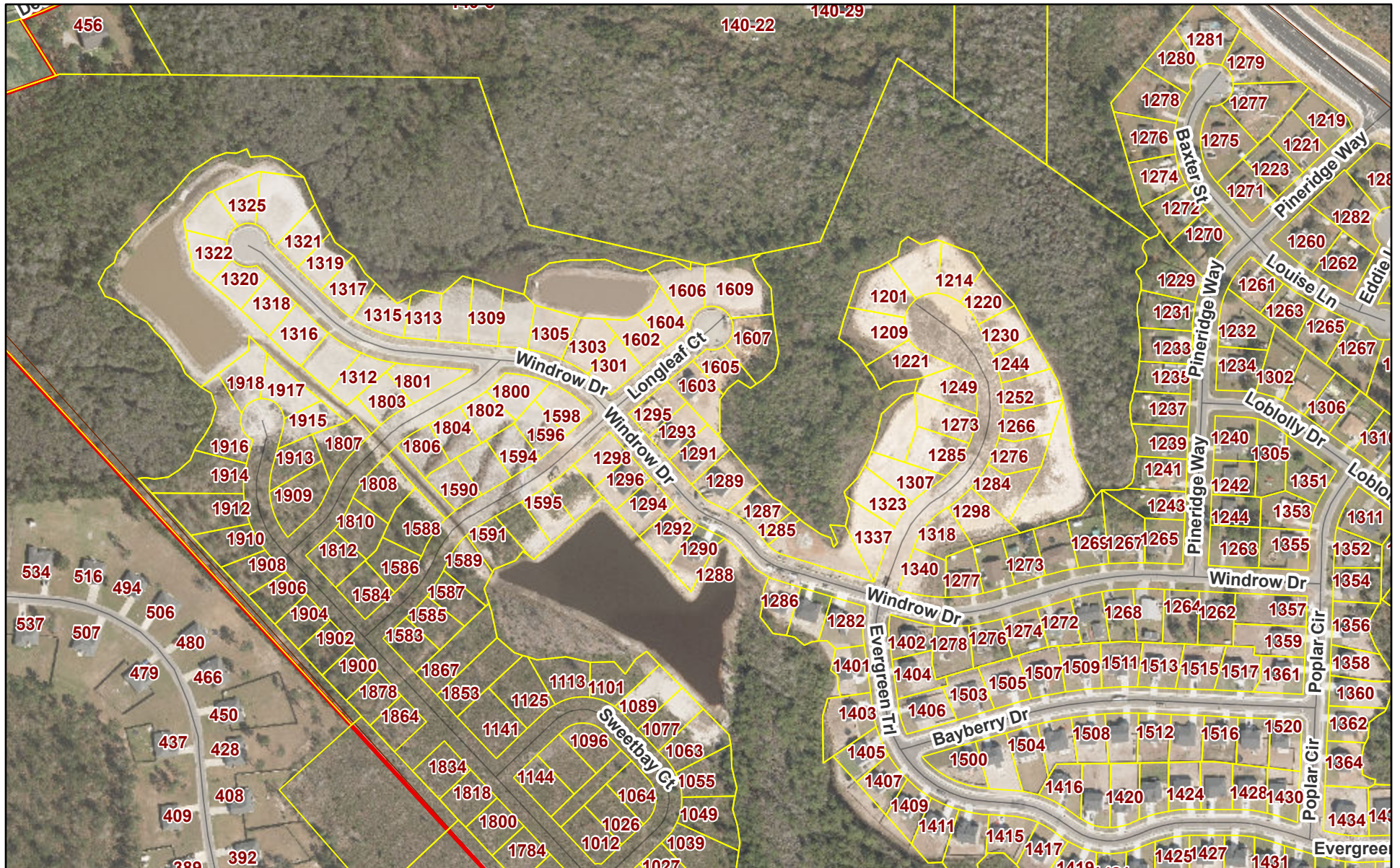
**ATTACHMENTS:**

1. Attachment 1. Windrow Drive Map
2. Attachment 2. Windrow Dr. Resolution

**PREVIOUS COUNCIL DISCUSSION:** November 16, 2023

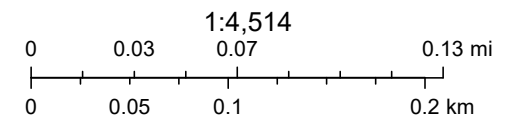


# Hinesville Property Identifier



10/31/2024, 2:01:19 PM

- Parcels
- Census Tracts
- Unincorporated Area
- City Limits
- Liberty County Boundary
- Hinesville



**CITY OF HINESVILLE**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF  
HINESVILLE, GEORGIA DECLARING THE POSTED SPEED LIMIT OF WINDROW  
DRIVE TO BE 25 MILES PER HOUR**

**WHEREAS**, the State of Georgia prescribes a speed limit of 30 miles per hour for unposted roads in urban and residential areas; and

**WHEREAS**, Windrow Drive functions as a collector for the Pineridge subdivision and does not have a posted speed limit; and

**WHEREAS**, Speeding is a concern of the residents of Windrow Drive; and

**NOW, THEREFORE, BE IT RESOLVED**, as follows:

1. That the posted speed limit for Windrow Drive shall be 25 miles per hour.

APPROVED this 5th day of December 2024.

\_\_\_\_\_  
Karl A. Riles, Mayor

\_\_\_\_\_  
Vicky C. Nelson, Mayor Pro Tem

\_\_\_\_\_  
Diana F. Reid, Councilmember

\_\_\_\_\_  
Jason R. Floyd, Councilmember

\_\_\_\_\_  
Dexter L. Newby, Councilmember

\_\_\_\_\_  
José A. Ortiz, Jr., Councilmember

ATTEST:

\_\_\_\_\_  
Estella L. Roberson, City Clerk,  
Attestor





## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024

**Agenda Item:** RFP 2024-12 Liberty Transit  
Third-Party Maintenance Services  
Bid Opening

**Prepared by:** Kendra Ivy

**Presented by:** Ryan Arnold

**PURPOSE:** RFP 2024-12 Liberty Transit Third-Party Maintenance Services Bid Opening

**BACKGROUND:** On October 3, 2024, City Council Approved a resolution to terminate the Third-Party Operations and Maintenance Agreement with RTW and to bring the operations in-house as a City Department. On October 18, 2024, a request for proposals was issued to provide maintenance services to the Liberty Transit Fleet, including two FTE maintenance positions and all associated operating overhead. On November 18, 2024, bids were opened and evaluated. The City received one bid from Inframark LLC. City staff met with Inframark staff and negotiated a price proposal.

### FUNDING:

|              | Year 1              | Year 2              | Year 3           | Year 4              | Year 5              |
|--------------|---------------------|---------------------|------------------|---------------------|---------------------|
| Grant Amount | \$149,795.10        | \$158,225.40        | \$181,959.30     | \$191,056.50        | \$200,610           |
| Local Match  | \$16,643.90         | \$17,580.60         | \$20,217.70      | \$21,228.50         | \$22,290.00         |
| <b>Total</b> | <b>\$166,439.00</b> | <b>\$175,806.00</b> | <b>\$202,177</b> | <b>\$212,285.00</b> | <b>\$222,900.00</b> |

\$230,503 was budgeted within the Professional Services Line Item, and \$155,503 was budgeted for maintenance workers.

**RECOMMENDATION:** Approval of a Notice of Intent to Award RFP 2024- 12 Liberty Transit Third Party Maintenance Services to Inframark LLC. and authorization for staff to enter into contract negotiations.

### ATTACHMENTS:

1. 12.5.24 Liberty Transit RFP 2024-12 Bid Tab attachment

### PREVIOUS COUNCIL DISCUSSION:



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

|           |           |                      |                                        |                           | Key Financial, Staffing,<br>Management, Training, Start-<br>up, and |                              | Vehicle                     | Vehicle                     | Reference           | Cost              |                       |
|-----------|-----------|----------------------|----------------------------------------|---------------------------|---------------------------------------------------------------------|------------------------------|-----------------------------|-----------------------------|---------------------|-------------------|-----------------------|
| Company   | Location  | Experience<br>10pts. | Description of<br>Management<br>20pts. | Track<br>Record<br>20pts. | Resources<br>5pts                                                   | Implementation<br>Plan 5pts. | Maintenance<br>Plan A 5pts. | Maintenance<br>Plan B 5pts. | Responses<br>20pts. | proposal<br>10pts | Total pts.<br>Awarded |
| Inframark | Macon, GA | 8                    | 17.67                                  | 15.33                     | 4                                                                   | 3.33                         | 3.33                        | 2.33                        | 17.33               | 6                 | 77.33333              |



## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024  
**Agenda Item:** HFD Bid Opening for Custom Chassis Rescue Pumper  
**Prepared by:** Wendy Bruce Sochia  
**Presented by:** Robert Kitchings

**PURPOSE:** To Present for Mayor and Council Consideration, Bid Opening for a Custom Chassis Rescue Pumper.

**BACKGROUND:** Bid Opening was held December 2, 2024, for the Purchase of a Custom Chassis Rescue Pumper.

**FUNDING:** SPLOST Funds

**RECOMMENDATION:** Purchase of a Custom Chassis Rescue Pumper

**ATTACHMENTS:**

1. Bid Tabulation Sheet 2

**PREVIOUS COUNCIL DISCUSSION:**

# BID TABULATION SHEET

Date: December 5, 2024

FOR: Hinesville Fire Department Custom Chassis Rescue Pumper

Amount Budgeted: \$800,000

| COMPANY NAME             | PRODUCT                      | BID AMOUNT |
|--------------------------|------------------------------|------------|
| Peach State Truck Center | Custom Chassis Rescue Pumper | \$709,638  |
| Fire Line                | Custom Chassis Rescue Pumper | \$775,720  |
| Palmetto                 | Custom Chassis Rescue Pumper | \$859,500  |
|                          |                              |            |
|                          |                              |            |
|                          |                              |            |

\*Recommended purchase of Rescue Pumper from: Peach State Truck Center





## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024  
**Agenda Item:** HFD Bid Opening for Two (2) 1/2 Ton Pickup Trucks  
**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.

**BACKGROUND:** Bid Opening was held November 25, 2024, for the Purchase of Two (2) 1/2 Ton Pickup Trucks.

**FUNDING:** SPLOST Funds

**RECOMMENDATION:** Purchase of Two (2) 1/2 Ton Pickup Trucks

**ATTACHMENTS:**

1. Bid Tabulation Sheet

**PREVIOUS COUNCIL DISCUSSION:**

| COMPANY NAME                       | PRODUCT                          | BID AMOUNT                                                         |
|------------------------------------|----------------------------------|--------------------------------------------------------------------|
| J.C. Lewis Ford<br>Hinesville, Ga  | Two (2) 4x2 ½ ton pick-up trucks | \$84,910.00                                                        |
| OC Welch Ford<br>Hardeeville, SC   | Two (2) 4x2 ½ ton pick-up trucks | Only provided documentation for<br>one (1) vehicle.<br>\$41,867.00 |
| One Nation<br>New Wilmington, Pa   | Two (2) 4x2 ½ ton pick-up trucks | \$106,989.96                                                       |
| Wade Ford<br>Smyrna, Ga            | Two (2) 4x2 ½ ton pick-up trucks | Only provided documentation for<br>one (1) vehicle.<br>\$44,710.00 |
| Hyped Plug Arya LLC<br>Atlanta, Ga | Two (2) 4x2 ½ ton pick-up trucks | Did not meet specs.<br>Bid used vehicles                           |
| Speedway Ford<br>Griffin, Ga       | Two (2) 4x2 ½ ton pick-up trucks | Only provided documentation for<br>one (1) vehicle.<br>\$43,464.00 |
| Alan Jay Fleet Sales               | Two (2) 4x2 ½ ton pick-up trucks | \$87,794.00                                                        |
|                                    |                                  |                                                                    |

### BID TABULATION SHEET

**Date:** December 5, 2024

**FOR:** Hinesville Fire Department Pick-up Trucks

**Amount Budgeted:** \$91,600

\*Recommended purchase of trucks from: JC Lewis Ford Hinesville

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



## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024

**Agenda Item:** HAMPO Citizens Advisory Committee (CAC)

**Prepared by:** Rose Kenner

**Presented by:** Kenneth Howard

**PURPOSE:** To inform Mayor and Council that the Hinesville Area Metropolitan Planning Organization (HAMPO) Citizens Advisory Committee (CAC) appointments will expire beginning January 1, 2025.

**BACKGROUND:** All appointments to the HAMPO Citizens Advisory Committee will expire beginning January 1, 2025. The Citizens Advisory Committee appointments are for a two-year term and all appointments are made by Mayor and Council. The following citizens are currently serving on the board:

Bobbie Ruiz - reappointed  
 Marcello Page - to be filled  
 Curles Butler - reappointed  
 Cassidy Collins - reappointed

**FUNDING:** None

**RECOMMENDATION:** None

### ATTACHMENTS:

1. HAMPO Citizens Advisory Committee (CAC) Board Appointment Spreadsheet
2. HAMPO Citizens bylaws

**PREVIOUS COUNCIL DISCUSSION:**

STANDING  
BOARDS/COMMISSIONS/AUTHORITIES  
APPOINTEES

| HAMPO Citizens Advisory Committee (CAC) |                    |                     |              |                |            |              |       |
|-----------------------------------------|--------------------|---------------------|--------------|----------------|------------|--------------|-------|
| APPOINTED BY                            | CURRENT APPOINTEES | RESIDES IN DISTRICT | TERMS SERVED | LENGTH OF TERM | TERM BEGAN | TERM EXPIRES | NOTES |
| Mayor and Council                       | Bobbie Ruiz        | 3                   |              | 2 Years        | 01/19/23   | 1/01/2025    |       |
| Mayor and Council                       | Marcello Page      | 1                   |              | 2 Years        | 01/01/21   | 1/01/2025    |       |
| Mayor and Council                       | Curles Butler      | 4                   |              | 2 Years        | 01/01/21   | 1/01/2025    |       |
| Mayor and Council                       | Cassidy Collins    | 2                   |              | 2 Years        | 01/01/21   | 1/01/2025    |       |





## Hinesville Area Metropolitan Planning Organization

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# HAMPO

## By-Laws: Citizens Advisory Committee

On December 10, 2020, the Policy Committee approved an amendment to the Citizens Advisory Committee to amend Article VI Policy Committee Bylaws to amend Article VI, Meetings, by deleting second Tuesday of every even numbered month and adding "second Thursday of every odd numbered month" as directed by the Policy Committee.

On February 11, 2021, the Policy Committee approved an amendment to the Citizens Advisory Committee Bylaws to add Article VIII, Meeting Remotely and Virtually, as directed by the Policy Committee.

Adopted: December 13, 2012  
Amended: February 11, 2021

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100 Main Street, Suite 7520  
Phone: 912-408-2030

Hinesville, Georgia 31313  
Fax: 912-408-2037

Jeff Ricketson, AICP, Executive Director

Chairman Donald Lovette, Policy Committee Chairman

## Table of Contents

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| Name of the Committee .....         | 3 |
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Prepared by the Hinesville Area Metropolitan Planning Organization (HAMPO), for more information regarding this document or any other HAMPO activity, please contact us at:

Hinesville Area Metropolitan Planning Organization  
c/o Liberty Consolidated Planning Commission  
100 Main Street, Suite 7520  
Hinesville, Georgia 31313

Phone: (912) 408-2030      Fax: (912) 408-2037

Visit our website for the most up-to-date information and downloadable documents at [www.thelcpc.org](http://www.thelcpc.org) and click on the HAMPO tab.

## **ARTICLE I**

### **Name of the Committee**

The name of the organization shall be the Hinesville Area Metropolitan Planning Organization – Citizens Advisory Committee, hereinafter referred to as the Committee.

## **ARTICLE II**

### **Purpose**

The Citizens' Advisory Committee (CAC) of the Hinesville Area Metropolitan Planning Organization shall advise the Policy Committee on matters of public opinion from individual citizens and citizen groups regarding planned changes to the Transportation Improvement Plan, Unified Planning Work Program and the Long Range Transportation Plan as well as study findings and recommendations.

## **ARTICLE III**

### **Membership**

Membership in the Committee is made up of eighteen (18) individuals representing nine (9) local governments, Fort Stewart, Savannah Technical College and Armstrong Atlantic State University, Hinesville Campus. Members will serve without compensation.

#### **Voting Members:**

- Town of Allenhurst (1 member)
- City of Flemington (1 member)
- Town of Gum Branch (1 member)
- City of Hinesville (4 members)
- City of Midway (1 member)
- City of Riceboro (1 member)
- City of Walthourville (2 members)
- Liberty County (3 members)
- Long County (1 member)
- Representative, Fort Stewart (1 member)
- Representative, Savannah Technical College (1 member)
- Representative, Armstrong Atlantic State University, Hinesville Campus (1 member)

Membership appointments will be for a term of two (2) calendar years. Unexpired vacancies may be filled as they arise from appointments by the Policy Committee.

Any member in a position that has not been filled for a new term will continue in that position until such position is filled by the Policy Committee.

The number of members shall be eighteen (18). The Policy Committee will strive to have representation from all the member communities of the Hinesville Area Metropolitan Planning Organization.



Unless excused by the Chairperson, any member of the CAC having two consecutive (2) absences from regular meetings during a calendar year shall be removed from the Committee. If a member is in violation of the Committee's attendance policy when he/she is eligible for reappointment, the Chairperson shall send a letter to the Policy Committee recommending that the individual not be reappointed due to a lack of participation. Members are expected to attend regularly.

## **ARTICLE IV**

### **Organizational Duties**

- 1) The Citizens' Advisory Committee ensures that citizen participation in the transportation planning process will be met, in accordance with the HAMPO Participation Plan. The CAC functions as a public information and involvement committee. The CAC will participate in the review of social, economic, and environmental considerations that are essential for developing a viable transportation study for the area. The CAC, through establishment of various task forces, subcommittees, and stakeholder groups, and regular committee meetings, should participate in the following:
  - a) Review each year the work of the transportation study including the HAMPO Unified Planning Work Program (UPWP), the Transportation Improvement Plan (TIP), as well as the Metropolitan Transportation Plan (MTP).
  - b) Make recommendations as appropriate to the Policy Committee and the Technical Coordinating Committee regarding amendments to the items identified in the preceding paragraph.
  - c) Assess public opinion relative to the transportation study's activities with recommendations to the Policy and Technical Coordinating committees.

## **ARTICLE V**

### **Officers and Members Duties**

- 1) The CAC shall select a Chairperson and Vice-Chairperson at the first meeting of the calendar year when a quorum is present by simple majority vote. The term of Chairperson and Vice-Chairperson shall be for the calendar year. The Chairperson and the Vice-Chairperson may serve up to a maximum of three calendar years.
- 2) The Chairperson shall arrange and conduct all meetings of the Committee, appoint subcommittees to function on the behalf of the Committee and represent the Committee on the HAMPO Policy Committee as a non-voting member. The Chairperson shall act as official spokesperson for the CAC; however, this shall not abridge any individuals' rights to freedom of speech on their own behalf. The Chairperson shall have such powers as may be reasonably construed as belonging to the chief of executive of any organization.
- 3) The Vice-Chairperson shall act as Chairperson to conduct any meetings of the Committee in the absence of the Chairperson. This officer shall act on behalf of the Chairperson when requested to do so by the Chairperson. In the event of the absence or inability of the Chairperson to exercise



his/her duties, the Vice-Chairperson shall become acting Chairperson with all the rights, privileges and powers of a duly elected Chairperson, until such time as the Chairperson is able to resume the duties. The Vice-Chairperson or their designate shall represent the Committee on the HAMPO Technical Coordinating Committee as an ex-officio, non-voting member.

- 4) In the event of a vacancy in the office a Chairperson before completion of a term, the Vice-Chairperson shall automatically become Chairperson. If, at any time, the office of Vice-Chairperson becomes vacant, a new Vice-Chairperson shall be elected by a majority of the membership at the first meeting at which there is a vacancy, provided that a quorum is present.

## **ARTICLE VI**

### **Meetings**

- 1) The CAC shall meet on the second Thursday of every odd numbered month, beginning at 5:30 PM at the location as directed by the Policy Committee.
- 2) Meeting notices shall be e-mailed seven calendar days prior to the meeting outlining the planned agenda. Should there be no business to come before the committee, the officers, by agreement with the members, may cancel the meeting.
- 3) No action of the CAC will become official unless a quorum is present. A quorum shall be 50% of the appointed membership. Vacant memberships shall not be counted towards the quorum.
- 4) A majority vote of the members present shall be required for approval of any action taken by the CAC.
- 5) Special meetings, including special public meetings of this organization, may be called at the discretion of the Chairperson when it is deemed to be in the best interest of the organization. Also one-third (1/3) of the voting members of the HAMPO CAC may petition the Chairperson to call special meetings. Notice of any such meeting shall state the reasons that the meeting has been called, the business to be transacted, by whom the meeting is called, and the time and place of the meeting. The business discussed will be limited to that specified in the notice unless there is unanimous consent of all members present at such meeting.
- 6) The meetings of the Committee shall be conducted in accordance with the rules adopted by the Committee.
- 7) The agenda of the meetings of the HAMPO CAC shall be set by the Chairperson. A member may petition the Chairperson to place an item on the agenda at least seven (7) days before the schedule date for such meeting. The order of business at all regular meetings shall be at the discretion of the Chairperson. The agenda will include a public participation period.
- 8) Meetings are open to the public. Comments by the public are welcome and will be solicited through notices placed in available public media. Public comment at meetings is subject to the committee's rules of order.

## **ARTICLE VII**

### **Amendments to By-laws**

- 1) These By-laws are adopted pursuant to Article III of the Policy Committee By-laws and may be amended by the Policy Committee on its own or pursuant to recommendation of the CAC. The CAC shall be informed of any proposed amendments to these by-laws at the regularly scheduled meeting of the CAC prior to final consideration by the Policy Committee.
- 2) Motions to recommend modification to or repeal these By-laws may be made at any regularly scheduled meeting but any action with regard to such motion may not be taken until the next or subsequent regularly scheduled meeting. All members of the Policy Committee must be notified as soon as possible regarding such motion.
- 3) An affirmative vote by a simple majority of the full voting membership of the Policy Committee is required to recommend modifications to or repeal these By-laws.
- 4) Notwithstanding Section 1, Article VII, a motion to poll all members concerning the alteration or repeal of these By-laws may be made at any regular or special meeting of the Policy Committee provided that the meeting is called in accordance with these By-laws.
- 5) To approve the process of polling all of the members of the Policy Committee, an affirmative vote cast by at least two-thirds of the members in attendance is required.
- 6) Within sixty (60) days of the approval to poll the membership, the Policy Chairperson will conduct the poll in writing by mail. The number of members responding to the poll must constitute a quorum. A super majority of the respondents must vote affirmatively to recommend modifications to or repeal these By-laws.

## **ARTICLE VIII**

### **Meeting Remotely and Virtually**

- 1) In the event of public health or other public emergencies, in-person committee meetings will be suspended, and be held virtually via an online platform accessible to the general public.
- 2) Committee members may participate in virtual meetings with simultaneous live audio/video.
- 3) Proxy members will be identified at the start of committee meetings in a verbal roll call.
- 4) A quorum consists of a simple majority of the committee's members, who can vote on action items virtually by a verbal yes or no.
  - e. Nay votes will be documented by HAMPO staff,
  - f. Committee members will announce themselves when making or seconding a motion.
- 5) If committee members lose connection, the chairperson may call a brief recess while attempts are made to reconnect with the committee member.

- 6) Committee members will be provided with meeting materials digitally, with the general public receiving access to these materials via the HAMPO website.
- 7) Virtual committee meeting web-links and telephone access numbers will be published on meeting agendas and made available to the public on the HAMPO website. This method allows the general public to participate in the meeting, with a standing agenda item to receive comments from the public.
- 8) Public comments can be issued during MPO meetings, posted online, or submitted via telephone, email or U.S. Mail.
- 9) Comments received from the general public via telephone, email, U.S. Mail, or posted online, will be shared with the committee by HAMPO staff.



## Resolution of Adoption

### RESOLUTION BY THE HINESVILLE AREA METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE ADOPTING COMMITTEE BYLAWS AS AMENDED

**WHEREAS**, on February 14, 2007 the U.S. DOT published the final rules incorporating changes to the Code of Federal Regulations due to the passage of the legislation, Safe, Accountable, Flexible, Efficient Transportation Equity Act: a Legacy for Users (SAFETEA-LU) and now Moving Ahead for Progress in the 21st Century (MAP-21), and these require that the Metropolitan Planning Organization, in cooperation with participants in the planning process and others, develop and update as necessary the *Policy, Technical Coordinating and Citizens Advisory Committee Bylaws*; and,

**WHEREAS**, the Hinesville Area Metropolitan Planning Organization is the Metropolitan Planning Organization for the Hinesville urbanized area; and,

**WHEREAS**, the urban transportation planning regulations require that the product of a planning process be certified as in compliance with all applicable requirements of the law and regulations; and,

**WHEREAS**, the staff of the Hinesville Area Metropolitan Planning Organization and the Georgia Department of Transportation have reviewed the organization and activities of the planning process and found them to be in compliance with the requirements of the law and regulation; and,

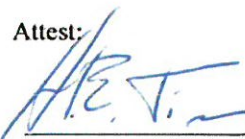
**WHEREAS**, the locally developed and adopted process for private sector participation has been followed in the development of the; and,

**NOW, THEREFORE, BE IT RESOLVED** that the Hinesville Area Metropolitan Planning Organization Policy Committee adopts the *Policy, Technical Coordinating and Citizens Advisory Committee Bylaws* as set forth in the documents attached to this Resolution;

**BE IT FURTHER RESOLVED** that the Hinesville Area Metropolitan Planning Organization Policy Committee finds that the requirements of applicable law and regulation regarding urban transportation planning have been met and authorizes the Executive Director of the Liberty Consolidated Planning Commission to execute a joint certification to this effect with the Georgia Department of Transportation, if necessary.

#### CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution adopted by the Hinesville Area Metropolitan Planning Organization Policy Committee on December 13, 2012.

|                                                                                     |                                                                                      |
|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
|  |  |
| John D. McIver                                                                      | H.E. "Sonny" Timmerman                                                               |
| Chair, HAMPO Policy Committee                                                       | Executive Director, Secretary                                                        |
| 12-13-12                                                                            | 12/13/2012                                                                           |
| (date)                                                                              | (date)                                                                               |



## Resolution of Amendment #1/2

### RESOLUTION BY THE HINESVILLE AREA METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE APPROVING AN AMENDMENT TO THE CITIZENS ADVISORY COMMITTEE BYLAWS

**WHEREAS**, the Hinesville Area Metropolitan Planning Organization (HAMPO) has been designated by the Governor of the State of Georgia as the metropolitan planning organization responsible for conducting transportation planning activities in the Hinesville urbanized area, which consists of urbanized Long County, Liberty County, Fort Stewart Military Reservation, the Town of Allenhurst, and the Cities of Flemington, Gum Branch, Hinesville, Midway, Riceboro and Walthourville; and

**WHEREAS**, the Federal Highway Administration and the Federal Transit Administration have reviewed the organization and activities of the planning process and certified them to be in conformance with the requirements of law and regulations; and

**WHEREAS**, the staff of the Hinesville Area Metropolitan Planning Organization and the Georgia Department of Transportation have reviewed the organization and activities of the planning process and found them to be in compliance with the requirements of the law and regulation; and,

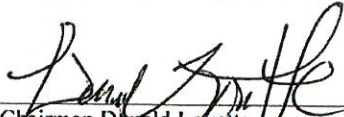
**WHEREAS**, the locally developed and adopted process for private sector participation has been followed in the development of the *Citizens Advisory Committee Bylaws*; and

**NOW, THEREFORE BE IT RESOLVED** that the Hinesville Area Metropolitan Planning Organization Policy Committee approves this amendment to the *Citizens Advisory Committee Bylaws* as set forth in the documents attached to this Resolution;

**BE IT FURTHER RESOLVED** that the Hinesville Area Metropolitan Planning Organization Policy Committee finds that the requirements of applicable law and regulation regarding urban transportation planning have been met and authorizes the Executive Director of the Liberty Consolidated Planning Commission to execute a joint certification to this effect with the Georgia Department of Transportation, if necessary.

#### CERTIFICATION

I hereby certify that the above is a true and correct copy of the Resolution adopted by the Hinesville Area Metropolitan Planning Organization Policy Committee on February 11, 2021.

  
Chairman Donald Lovette  
Chair, HAMPO Policy Committee

3/18/2021  
Date

#### ATTEST:

  
Jeff Rickelson, AICP  
Executive Director, LCPC/HAMPO

3/19/2021  
Date



## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024

**Agenda Item:** Transient Merchant License Request

**Prepared by:** Deridra Weeks

**Presented by:** Deridra Weeks

**PURPOSE:** Taylor Peaden of Country Fresh Farms would like a 2024 Transient Merchant License to sell USDA Frozen Prepackaged Meat at 436 Elma G Miles Pkwy (Advanced Auto Parts #6140). All departments have reviewed and approved the application.

**BACKGROUND:** None

**FUNDING:** None

**RECOMMENDATION:** Approval

**ATTACHMENTS:**

1. Country Fresh Farms Application
2. Country Fresh Farms Routing Slip
3. Country Fresh Farms Background Check
4. Country Fresh Farms Summary Sheet

**PREVIOUS COUNCIL DISCUSSION:** None

LICENSE YEAR: 2024



FOR OFFICIAL USE ONLY

|               |  |
|---------------|--|
| City/County   |  |
| Year          |  |
| Business Type |  |
| City/County   |  |
| Address       |  |
| Phone         |  |
| Fax           |  |



## PEDDLER OR TRANSIENT MERCHANT LICENSE APPLICATION

### PAYABLE TO:

City of Hinesville  
115 East M.L. King, Jr. Drive  
Hinesville, Georgia 31313  
Phone: (912) 876-3564  
Fax: (912) 369-2658

TAYLOR PEADEN  
NAME OF APPLICANT:

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

SOCIAL SECURITY NUMBER:

BIRTH DATE: MONTH/DATE/YEAR

813701858

FEDERAL TAX ID NUMBER:

8664 FORREST RD GRANTVILLE GA 30220

PERMANENT MAILING ADDRESS:

904 217 9427

PHONE NUMBER:

TEMP USDA FROZEN MEAT SALE

DESCRIBE THE NATURE OF BUSINESS:

HARRY PEADEN

MANAGER'S NAME:

10 CELEBRATION WAY, PEACHTREE CITY, GA 30269

MANAGER'S MAILING ADDRESS:

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

GA 2016

IF YES, STATE AND DATE OF CORPORATION:

COUNTRY FRESH FARMS

BUSINESS NAME:

5081 UNION ST. UNION CITY, GA 30291

BUSINESS PERMANENT ADDRESS:

HARRY PEADEN

NAME OF REPRESENTATIVE  
(if different from applicant)

BIRTH DATE: MONTH/DATE/YEAR

SOCIAL SECURITY NUMBER

10 CELEBRATION WAY PEACHTREE CITY GA 30269

PERMANENT MAILING ADDRESS:

USDA FROZEN PREPACKAGED MEAT

TYPE OF MERCHANDISE OR SERVICE OFFERED FOR SALE:

436 ELMA G MILES PARKWAY

LOCAL BUSINESS ADDRESS: (attach authorization slip from owner for transient merchant LIC)

DATES OF BUSINESS IN CITY:

FROM: 12/18 TO: 12/20

HOURS OF OPERATION:

FROM: 8AM TO: 6PM

TOTAL DAYS

3

EXPLAIN HOW BUSINESS WILL BE CONDUCTED:

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

| LICENSE FEE COMPUTATIONS                                |                    |
|---------------------------------------------------------|--------------------|
| Amount per day                                          | (Enter Amount Due) |
| Amount per day <input checked="" type="checkbox"/> days | \$ 90              |
| (Maximum \$500.00)                                      |                    |
| Admin Fee Due for New Application                       | \$ 60              |
| Other Fees                                              | \$ 20              |
| TOTAL DUE:                                              | \$ 170             |
| TOTAL RECEIVED \$ 170.00                                |                    |

**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 26 DAY OF NOV, 2024

*Taylor Peaden*  
(AUTHORIZED SIGNATURE OF APPLICANT)

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

Sworn to and subscribed before me this 26TH

day of NOVEMBER

2024

STATE OF: GEORGIA

COUNTY OF: CHARLTON

CITY OF: FOLKSTON

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.

Revised October 2021

Date: 11-26-24

## DEPARTMENTAL APPROVAL ROUTING FORM

| DEPARTMENTS                                                                | ROUTE SEQ                                   | ACTION CODE | DATE     |                | INITIALS |            | Subj: Applicant Name                                                                                                                         | Country Fresh Farms  |                                   |  |
|----------------------------------------------------------------------------|---------------------------------------------|-------------|----------|----------------|----------|------------|----------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-----------------------------------|--|
|                                                                            |                                             |             | In       | Out            | Concur   | Non Concur | Subj: Event Name                                                                                                                             | Harry Peaden         |                                   |  |
| LCPC                                                                       | 2                                           | S           | 11/26/24 | 11/26/24       | TK       |            | Subj: Event Date                                                                                                                             | 12-18-24 to 12-20-24 |                                   |  |
| INSPECTIONS ZONING DEPARTMENT                                              | 3                                           | S           | 11-26-24 | 11-26-24       | GWS      |            | EVENT OR VENUE COMMENTS:                                                                                                                     |                      |                                   |  |
| GIS                                                                        |                                             | S           |          |                |          |            |                                                                                                                                              |                      |                                   |  |
| FIRE DEPARTMENT                                                            | 4                                           | S           | 11-26-24 | 11-26-24       | CB       |            |                                                                                                                                              |                      |                                   |  |
| POLICE DEPARTMENT                                                          |                                             |             |          |                |          |            |                                                                                                                                              |                      |                                   |  |
| YES <input type="checkbox"/> NO <input type="checkbox"/> security required |                                             |             |          |                |          |            | FOR BUSINESS LICENSE USE ONLY                                                                                                                |                      |                                   |  |
| CITY CLERK                                                                 |                                             |             |          |                |          |            |                                                                                                                                              |                      |                                   |  |
| BUSINESS LICENSE OFFICE                                                    |                                             |             |          |                |          |            |                                                                                                                                              |                      |                                   |  |
| ACTION CODES                                                               |                                             |             |          |                |          |            | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                          |                      |                                   |  |
| X -                                                                        | ORIGINATOR OF OFFICE AFFIXING ROUTING SHEET |             | I -      | INFORMATION    |          |            | Is there an election, voter registration, special event, or other City and/or County related event occurring during date of the above event? |                      |                                   |  |
| A -                                                                        | APPROPRIATE ACTION                          |             | D -      | DECISION       |          |            |                                                                                                                                              |                      |                                   |  |
| G -                                                                        | GUIDANCE                                    |             | C -      | COMMENT        |          |            |                                                                                                                                              |                      |                                   |  |
| S -                                                                        | SIGNATURE                                   |             | R -      | RECOMMENDATION |          |            |                                                                                                                                              |                      |                                   |  |
|                                                                            |                                             |             |          |                |          |            | EVENT NAME:                                                                                                                                  |                      |                                   |  |
|                                                                            |                                             |             |          |                |          |            | SIGNATURE:                                                                                                                                   |                      |                                   |  |
|                                                                            |                                             |             |          |                |          |            | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                          |                      | Requires Mayor & Council Approval |  |
|                                                                            |                                             |             |          |                |          |            | 12-2-24                                                                                                                                      |                      | Council Meeting Date:             |  |
|                                                                            |                                             |             |          |                |          |            | Last Action Date:                                                                                                                            |                      |                                   |  |

DEPARTMENTS PLEASE INDICATE CONCERNS BELOW:

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PLEASE FORWARD THIS COMPLETE PACKET TO THE DEPARTMENT SPECIFIED ON THE ABOVE ROUTE SEQ NO LATER THAN THREE DAYS OF RECEIVING THIS REQUEST. APPROVAL INITIALS ON THIS ROUTING FORM SERVES AS APPROVAL FOR THE ENTIRE PACKET UNLESS OTHERWISE SPECIFIED IN THE DEPARTMENT CONCERNS SECTION. FOR EFFECTIVE TRACKING THERE IS NO NEED TO SIGN ADDITIONAL AND/OR REDUNDANT DOCUMENTS.



Date: 11-26-24

## DEPARTMENTAL APPROVAL ROUTING FORM

| DEPARTMENTS                                                                | ROUTE<br>SEQ                                | ACTION CODE | DATE     |                | INITIALS |            | Subj: Applicant Name                                                                                      | COUNTRY FRESH FARMS                                                                                                                          |         |                       |
|----------------------------------------------------------------------------|---------------------------------------------|-------------|----------|----------------|----------|------------|-----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|---------|-----------------------|
|                                                                            |                                             |             | In       | Out            | Concur   | Non Concur | Subj: Event Name                                                                                          | Taylor PEaden                                                                                                                                |         |                       |
| LCPC                                                                       |                                             |             |          |                |          |            | Subj: Event Date                                                                                          | N/A                                                                                                                                          |         |                       |
| INSPECTIONS ZONING DEPARTMENT                                              |                                             |             |          |                |          |            | <b>EVENT OR VENUE COMMENTS:</b><br><br>Please conduct a background check for a transient merchant license |                                                                                                                                              |         |                       |
| GIS                                                                        |                                             |             |          |                |          |            |                                                                                                           |                                                                                                                                              |         |                       |
| FIRE DEPARTMENT                                                            |                                             |             |          |                |          |            |                                                                                                           |                                                                                                                                              |         |                       |
| POLICE DEPARTMENT                                                          | 2                                           | s           | 12/3/24  | 12/3/24        | TEH      |            |                                                                                                           |                                                                                                                                              |         |                       |
| YES <input type="checkbox"/> NO <input type="checkbox"/> security required |                                             |             |          |                |          |            |                                                                                                           |                                                                                                                                              |         |                       |
| CITY CLERK                                                                 |                                             |             |          |                |          |            | <b>FOR BUSINESS LICENSE USE ONLY</b>                                                                      |                                                                                                                                              |         |                       |
| BUSINESS LICENSE OFFICE                                                    | 1                                           | x           | 11-26-24 | 11-26-24       |          |            |                                                                                                           |                                                                                                                                              |         |                       |
| <b>ACTION CODES</b>                                                        |                                             |             |          |                |          |            | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                       | Is there an election, voter registration, special event, or other City and/or County related event occurring during date of the above event? |         |                       |
| X -                                                                        | ORIGINATOR OF OFFICE AFFIXING ROUTING SHEET |             | I -      | INFORMATION    |          |            | EVENT NAME:                                                                                               |                                                                                                                                              |         |                       |
| A -                                                                        | APPROPRIATE ACTION                          |             | D -      | DECISION       |          |            |                                                                                                           |                                                                                                                                              |         |                       |
| G -                                                                        | GUIDANCE                                    |             | C -      | COMMENT        |          |            |                                                                                                           |                                                                                                                                              |         |                       |
| S -                                                                        | SIGNATURE                                   |             | R -      | RECOMMENDATION |          |            |                                                                                                           |                                                                                                                                              |         |                       |
|                                                                            |                                             |             |          |                |          |            | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                       | Requires Mayor & Council Approval                                                                                                            | 12-5-24 | Council Meeting Date: |
|                                                                            |                                             |             |          |                |          |            | SIGNATURE:                                                                                                |                                                                                                                                              |         | Last Action Date:     |

DEPARTMENTS PLEASE INDICATE CONCERNS BELOW:

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PLEASE FORWARD THIS COMPLETE PACKET TO THE DEPARTMENT SPECIFIED ON THE ABOVE ROUTE SEQ NO LATER THAN THREE DAYS OF RECEIVING THIS REQUEST. APPROVAL INITIALS ON THIS ROUTING FORM SERVES AS APPROVAL FOR THE ENTIRE PACKET UNLESS OTHERWISE SPECIFIED IN THE DEPARTMENT CONCERNS SECTION. FOR EFFECTIVE TRACKING THERE IS NO NEED TO SIGN ADDITIONAL AND/OR REDUNDANT DOCUMENTS.

**MAYOR**  
Karl Riles

**CITY MANAGER**  
Kenneth K. Howard

**CITY CLERK**  
Estella L. Roberson

**CITY ATTORNEY**  
Linnie L. Darden, III



*Tracey E. Howard, Chief of Police*

**MAYOR PRO TEM**  
Vicky C. Nelson

**COUNCIL MEMBERS**  
Diana F. Reid  
Jason R. Floyd  
Dexter L. Newby  
José A. Ortiz, Jr.

FROM THE HINESVILLE POLICE DEPARTMENT

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

Name of applicant

PEADEN, TAYLOR

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

Name of applicant

\_\_\_\_\_

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

Name of applicant

\_\_\_\_\_

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

Name of applicant

\_\_\_\_\_

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

Name of applicant

\_\_\_\_\_

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

  
Signature

12/02/24

*"Home for a Day or a Lifetime"*

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

**SUMMARY SHEET FOR TRANSIENT MERCHANT  
LICENSE APPLICATION**

|                                               |                                                |
|-----------------------------------------------|------------------------------------------------|
| <b>YEAR OF LICENSE</b>                        | 2024                                           |
| <b>NAME OF APPLICANT(S)</b>                   | Harry Peaden                                   |
| <b>NAME OF BUSINESS</b>                       | Country Fresh Farms                            |
| <b>ADDRESS OF BUSINESS</b>                    | 10 Celebration Way<br>Peachtree City, GA 30269 |
| <b>APPROVED BY HPD</b>                        | YES 12-03-2024                                 |
| <b>APPROVED BY ZONING</b>                     | YES 11-26-2024                                 |
| <b>APPROVED BY INSPECTIONS<br/>DEPARTMENT</b> | YES 11-26-2024                                 |
| <b>APPROVED BY HFD</b>                        | YES 11-26-2024                                 |
| <b>TYPE OF LICENSE</b>                        | Transient Merchant License                     |

City Council (    ) Approved (    ) Disapproved by \_\_\_\_\_ Date 12-05-2024



## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024

**Agenda Item:** YR 2025 Alcohol Beverage License Renewals

**Prepared by:** Deridra Weeks

**Presented by:** Deridra Weeks

**PURPOSE:** 2025 Alcohol Beverage License Renewals

**BACKGROUND:** Current establishments request renewal of their Alcohol Beverage License for Year 2025.

**FUNDING:** None

**RECOMMENDATION:** Approval

### ATTACHMENTS:

1. Circle K 2745002 Summary Sheet
2. Circle K 2745102 Summary Sheet
3. Hinesville Station Summary Sheet
4. Jay Vashudev Co Inc Summary Sheet
5. Liquor World Summary Sheet
6. Party Package L-Store Summary Sheet
7. Vashudev Foodmart Summary Sheet
8. JJ's Bar & Grill Summary Sheet
9. LongHorn Steakhouse Summary Sheet
10. Star Lounge Summary Sheet

**PREVIOUS COUNCIL DISCUSSION:** None



## SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2025

**NAME OF BUSINESS** Circle K 2745002

**ADDRESS OF BUSINESS** 1025 W Oglethorpe Hwy  
Hinesville, GA 31313

**NAME OF APPLICANT(S)** Thomas Harman

**NAME OF LOCAL MANAGER** Corrine Crivello

**APPROVED BY HPD** YES 11-20-2024

**APPROVED BY ZONING** YES 11-19-2024

**APPROVED BY INSPECTIONS  
DEPARTMENT** YES 11-19-2024

**APPROVED BY HFD** YES 11-20-2024

**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 12-05-2024

## SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2025

**NAME OF BUSINESS** Circle K 2745102

**ADDRESS OF BUSINESS** 463 W Oglethorpe Hwy  
Hinesville, GA 31313

**NAME OF APPLICANT(S)** Thomas R Harman

**NAME OF LOCAL MANAGER** Cassie Carmichael

**APPROVED BY HPD** YES 11-20-2024

**APPROVED BY ZONING** YES 11-19-2024

**APPROVED BY INSPECTIONS  
DEPARTMENT** YES 11-19-2024

**APPROVED BY HFD** YES 11-20-2024

**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 12-05-2024

## SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2025

|                                       |                                               |
|---------------------------------------|-----------------------------------------------|
| NAME OF BUSINESS                      | Jillmil and Company<br>Hinesville Station     |
| ADDRESS OF BUSINESS                   | 1046 W Oglethorpe Hwy<br>Hinesville, GA 31313 |
| NAME OF APPLICANT(S)                  | Sunita Patel                                  |
| NAME OF LOCAL MANAGER                 | Sunita Patel                                  |
| APPROVED BY HPD                       | YES 12-03-2024                                |
| APPROVED BY ZONING                    | YES 12-03-2024                                |
| APPROVED BY INSPECTIONS<br>DEPARTMENT | YES 12-03-2024                                |
| APPROVED BY HFD                       | YES 12-04-2024                                |
| TYPE OF LICENSE                       | Consumption off premise<br>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 12-05-2024

## SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2025

**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** Bharaikumar Patel

**APPROVED BY HPD** YES 12-04-2024

**APPROVED BY ZONING** YES 11-27-2024

**APPROVED BY INSPECTIONS  
DEPARTMENT** YES 12-02-2024

**APPROVED BY HFD** YES 12-02-2024

**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 12-05-2024



## SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2025

**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 12-04-2024

**APPROVED BY ZONING** YES 12-03-2024

**APPROVED BY INSPECTIONS  
DEPARTMENT** YES 12-03-2024

**APPROVED BY HFD** YES 12-03-2024

**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 12-05-2024

## SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2025

**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 11-20-2024

**APPROVED BY ZONING** YES 11-20-2024

**APPROVED BY INSPECTIONS  
DEPARTMENT** YES 11-27-2024

**APPROVED BY HFD** YES 12-02-2024

**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 12-05-2024

## SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2025

**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 12-04-2024

**APPROVED BY ZONING** YES 11-27-2024

**APPROVED BY INSPECTIONS  
DEPARTMENT** YES 12-02-2024

**APPROVED BY HFD** YES 12-02-2024

**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 12-05-2024

## SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2025

**NAME OF BUSINESS** JJ's Bar & Grill

**ADDRESS OF BUSINESS** 726 E Oglethorpe Hwy  
Hinesville, GA 31313

**NAME OF APPLICANT(S)** Jose Espada

**NAME OF LOCAL MANAGER** Jose Espada

**APPROVED BY HPD** YES 11-19-2024

**APPROVED BY ZONING** YES 11-12-2024

**APPROVED BY INSPECTIONS  
DEPARTMENT** YES 12-02-2024

**APPROVED BY HFD** YES 12-02-2024

**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 12-05-2024



## SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2025

**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 12-04-2024

**APPROVED BY ZONING** YES 11-27-2024

**APPROVED BY INSPECTIONS  
DEPARTMENT** YES 12-02-2024

**APPROVED BY HFD** YES 12-02-2024

**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 12-05-2024

## SUMMARY SHEET FOR ALCOHOL LICENSE RENEWAL-YEAR 2025

**NAME OF BUSINESS** Star Lounge

**ADDRESS OF BUSINESS** 744C E Oglethorpe Hwy  
Hinesville, GA 31313

**NAME OF APPLICANT(S)** Sun Yang

**NAME OF LOCAL MANAGER** Sun Yang

**APPROVED BY HPD** YES 11-13-2024

**APPROVED BY ZONING** YES 11-12-2024

**APPROVED BY INSPECTIONS DEPARTMENT** YES 12-02-2024

**APPROVED BY HFD** YES 12-03-2024

**TYPE OF LICENSE** Consumption on premise  
Beer and liquor

**SUNDAY SALES** No

**VIOLATION HISTORY** No violations past 12 months

**NOTES:** This business operates as a bar/night club/tavern. This location is not on probation.

City Council ( ) Approved ( ) Disapproved by \_\_\_\_\_ Date 12-05-24



## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024  
**Agenda Item:** Public Comment  
**Prepared by:** Rodonia Armstrong  
**Presented by:** Mayor Karl Riles

**PURPOSE:**

**BACKGROUND:**

**FUNDING:**

**RECOMMENDATION:**

**ATTACHMENTS:**

**PREVIOUS COUNCIL DISCUSSION:**



## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024  
**Agenda Item:** Mayor Riles' Report  
**Prepared by:** Christy Deloach  
**Presented by:** Mayor Karl A. Riles

### ACTION ITEMS:

None

### INFORMATIONAL ITEMS:

None





## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024  
**Agenda Item:** Hinesville for the Holidays  
**Prepared by:** Christy Deloach  
**Presented by:** Karl Riles

**PURPOSE:**

**BACKGROUND:**

**FUNDING:**

**RECOMMENDATION:**

**ATTACHMENTS:**

1. HFH 2024 Invitation

**PREVIOUS COUNCIL DISCUSSION:**



**Hinesville**  
FOR THE HOLIDAYS

THURSDAY

5

DECEMBER

5-8PM IN BRADWELL PARK

TREE LIGHTING AT 7PM

JOIN US FOR PHOTOS WITH SANTA, TRAIN RIDES,  
BOUNCE HOUSES, POPCORN, HOT COCOA,  
LIVE MUSIC AND FUN FOR THE WHOLE FAMILY!



## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024  
**Agenda Item:** Councilmember Reid's Report  
**Prepared by:** Darlene Parker  
**Presented by:** Gary Gillard

### ACTION ITEMS:

### INFORMATIONAL ITEMS:

No Report



## **City of Hinesville, Georgia, Council Meeting**

**Date:** December 5, 2024  
**Agenda Item:** Councilmember Floyd's Report  
**Prepared by:** Rodonia Armstrong  
**Presented by:** Jason Floyd

**ACTION ITEMS:**

**INFORMATIONAL ITEMS:**





## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024  
**Agenda Item:** Mayor Pro Tem Nelson's Report  
**Prepared by:** Wendy Bruce Sochia  
**Presented by:** Vicky C. Nelson

### ACTION ITEMS:

None

### INFORMATIONAL ITEMS:

None



## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024  
**Agenda Item:** Councilmember Newby's Report  
**Prepared by:** Kimberly St. Onge  
**Presented by:** Dexter Newby

**ACTION ITEMS:**

**INFORMATIONAL ITEMS:**



## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024  
**Agenda Item:** Councilmember Ortiz, Jr's Report  
**Prepared by:** Jean Marie Reynolds  
**Presented by:** Tracey Howard

**ACTION ITEMS:**

**INFORMATIONAL ITEMS:**



## **City of Hinesville, Georgia, Council Meeting**

**Date:** December 5, 2024  
**Agenda Item:** City Manager Howard's Report  
**Prepared by:** Christy Deloach  
**Presented by:** Kenneth Howard

**ACTION ITEMS:**

**INFORMATIONAL ITEMS:**





## City of Hinesville, Georgia, Council Meeting

**Date:** December 5, 2024  
**Agenda Item:** Executive Session  
**Prepared by:** Christy Deloach  
**Presented by:** Kenneth Howard

**PURPOSE:** To Hold an Executive Session to Discuss Litigation Matters.

**BACKGROUND:**

**FUNDING:**

**RECOMMENDATION:**

**ATTACHMENTS:**

**PREVIOUS COUNCIL DISCUSSION:**