

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
April 3, 2025
Council Chamber**

1. INVOCATION

Bishop A. D. Shaw of Full Gospel Tabernacle C.O.G.I.C.

2. MINUTES

To approve the minutes from the March 20, 2025, Council meeting.

3. UNFINISHED BUSINESS

3.1. CITY OF HINESVILLE DEVELOPMENT AUTHORITY BOARD

To Present for Mayor and Council Consideration, City of Hinesville Development Authority Board Appointments will Expire on March 7, 2025. Appointments are Made by Mayor and Council (Vicky C. Nelson), and (Jose A. Ortiz Jr.).

Action Item

3.2. FALSE ALARM REVIEW BOARD

To Present for Mayor and Council Consideration, False Alarm Review Board Appointments to be filled. Appointments are Made by Mayor and Council.

Action Item

3.3. CITIZENS SIGN APPEALS BOARD

To Present for Mayor and Council Consideration, Citizens Sign Appeals Board Appointments will Expire on April 15, 2025. Councilmember Newby (Patricia Harris) and Councilmember Ortiz (Larry Boggs).

Action Item

4. PRESENTATIONS

4.1. SPECIAL RECOGNITION

To present the First Preparatory Christian Academy as the 2025 GISA State Basketball Champions to the Mayor and Council.

Informational Item

4.2. HINESVILLE FIRE DEPARTMENT'S RETIREMENT ACKNOWLEDGMENT

To Present for Mayor and Council Consideration, a Retirement Crystal to Deputy Chief Andy

"Home for a Day or a Lifetime"

Fowler.

Informational Item

5. PUBLIC HEARING

6. PLANNING AND ZONING

6.1. REZONING PETITION/PUD AMENDMENT 2025-005-H

To Present for Mayor and Council Consideration, Petition to Rezone 22.43 Acres of Land, More or Less, from A-1 (Agricultural) to PUD (Planned Unit Development) to Amend and Expand and Existing PUD for a Residential Development, Further Described as LCTM Parcel 034003 and 044001. (District 3)

Action Item

6.2. ANNEXATION ORDINANCE #2025-01

To Present for Mayor and Council Consideration, A Proposed Annexation Ordinance #2025-01 to be Annexed into the City of Hinesville.

Action Item

7. NEW BUSINESS

7.1. LIBERTY COUNTY CONVENTION AND VISITORS' BUREAU INTERGOVERNMENTAL AGREEMENT

To present for Mayor and Council consideration the Liberty County Convention and Visitors' Bureau Intergovernmental Agreement.

Action Item

7.2. POLYCART REQUEST - 2025 AMERICAN LEGION BIKE RIDE

To Present for Mayor and Council Consideration, a request by the Liberty County Chamber of Commerce for fifteen (15) Poly Carts for The American Legion Bike Ride Event, on Wednesday, August 20, 2025, at Bryant Commons Park, 438 W. Oglethorpe Hwy, Hinesville, GA and for the fees to be waived.

Action Item

7.3. 2025 TAX DIGEST "ESTIMATED ROLLBACK RATE"

To present to Mayor and Council, estimated roll back millage rates for the 2025 tax assessments as required by House Bill 581.

Action Item

7.4. RESOLUTION #2025-04 HOME-ARP SUPPORTIVE SERVICES GRANT APPLICATION

To Present for Mayor and Council Consideration, the application for the Georgia Department of Community Affairs HOME-ARP Supportive Services Grant.

Action Item

7.5. BID AWARD FOR RFP 2025-04 IRENE B. THOMAS PARK PAVILION RENOVATION-WITHDRAWN

To Present for Mayor and Council Consideration, a bid recommendation for RFP 2025-04 Irene B. Thomas Park Pavilion Remodel to be awarded to Texas Atlantic Holdings LLC for \$72,030.93.

"Home for a Day or a Lifetime"

Action Item

7.6. BID AWARD FOR LIBERTY TRANSIT SUPPORT VEHICLE **WITHDRAWN**

To Present for Mayor and Council Consideration, the Bid Opening for a Liberty Transit Support Vehicle.

Action Item

7.7. PUBLIC SERVICE AGENCY PROGRAM - ELIGIBLE AGENCIES

Public Service Agency Program - Eligible Agencies

Informational Item

7.8. MUNICIPAL COURT JUDGE CONTRACT

To present the Municipal Court Judge Contract for Mayor and Council review.

Informational Item

7.9. ROADWAY DRAINAGE IMPROVEMENTS

To Present for Mayor and Council Consideration, to award bid for Roadway Drainage Improvements to C. A. Sittle Landscaping in the amount of \$157,372.00.

Action Item

7.10. KREBS PARK EXPANSION

To Present for Mayor and Council Consideration, Bids for Krebs Park Expansion

Action Item

8. BUSINESS LICENSE

8.1. PEDDLER'S LICENSE REQUEST

To Present for Mayor and Council Consideration, Dyneekha McNair of Ice E Pop LLC has Requested a 2025 Peddler's License to operate an Ice Cream Truck.

Action Item

9. PUBLIC COMMENT

9.1. PUBLIC COMMENT

10. MAYOR KARL A. RILES

10.1. MAYOR RILES' REPORT

11. COUNCILMEMBER REID - DISTRICT 1

11.1. COUNCILMEMBER REID'S REPORT

12. COUNCILMEMBER FLOYD - DISTRICT 2

12.1. COUNCILMEMBER FLOYD'S REPORT

12.2. JANUARY 2025 FINANCIAL REPORTS

13. MAYOR PRO TEM NELSON - DISTRICT 3

13.1. MAYOR PRO TEM NELSON'S REPORT

14. COUNCILMEMBER NEWBY - DISTRICT 4

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- 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. ADJOURN

"Home for a Day or a Lifetime"



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025

Agenda Item: City of Hinesville Development Authority Board

Prepared by: Rodonia Armstrong

Presented by: Kenneth Howard

PURPOSE: Appointments to the City of Hinesville Development Authority will expire on **March 7, 2025**. The term of office of Board members shall be for a four (4) year term. These appointments are made by Mayor and Council. The following appointments require reappointment.

- Mayor and Council - Donald Lovette (District 3)
- Mayor and Council - McKesson Stafford (District 3)
- Mayor and Council - Robert Bell (District 5)

BACKGROUND: None

FUNDING: None

RECOMMENDATION:

ATTACHMENTS:

1. COH Development Authority Board (HDA)

PREVIOUS COUNCIL DISCUSSION: March 06, 2025, and March 20, 2025

	City of Hinesville Development Authority					
Mayor and Council	Karl Riles			4 years		End of Term
Mayor and Council	Donald Lovette	3		4 years	03/07/2013	03/07/2025
Mayor and Council	*McKesson Stafford	3		4 years	03/07/2019	
Mayor and Council	Justin McCartney	2	2	4 years	03/07/2013	03/07/2026
Mayor and Council	Patricia Jackson	1	1	4 years	03/07/2019	03/07/2026
Mayor and Council	Paul Johnson	4	2	4 years	03/07/2013	03/07/2026
Mayor and Council	Robert Bell	5	2	4 years	03/07/2013	03/07/2025
	Resolution #2013-05 dated February 21, 2013 Resolution #2013-08 dated March 7, 2013 *Mr. Stafford will serve until another citizen is recommended by Mayor Pro Tem Nelson					



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
Agenda Item: False Alarm Review Board
Prepared by: Rodonia Armstrong
Presented by: Kenneth Howard

PURPOSE: This False Alarm Review Board serves at the pleasure of Mayor and Council. The last time an appointment was made to the board was at the October 15, 2015, Council Meeting. Appointments to the False Alarm Review Board have no expiration date. These appointments are made by Mayor and Council.

BACKGROUND: The false alarm review board shall be comprised of three (3) private citizens who reside in the city and represent residential property owners, two (2) citizens who reside and operate a business in the city and represent commercial property owners, the city police chief or his designee, and the city fire chief or his designee. From among the seven (7) appointed members, a chairperson and a vice-chairperson shall be elected by the board to preside over meetings of the board. Despite the expiration of a board member's term, such a member shall continue to serve until a qualified successor shall be appointed.

FUNDING: None

RECOMMENDATION:

ATTACHMENTS:

1. False Alarm Review Board Ordinance #2005-05
2. False Alarm Review Board

PREVIOUS COUNCIL DISCUSSION: March 06, 2025, and March 20, 2025

AN ORDINANCE

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF HINESVILLE, GEORGIA, SECTION 12-21 (FALSE ALARM SERVICE FEE) TO RESTRUCTURE THE MEMBERSHIP OF THE FALSE ALARM REVIEW BOARD; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN ADOPTION DATE; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES ALLOWED BY LAW.

WITNESSETH:

WHEREAS, the duly elected governing authority of the City of Hinesville, Georgia is the Mayor and Council thereof; and

WHEREAS, Section 16 of the Charter of the City of Hinesville and Section 2-28 of the Code of the City of Hinesville, Georgia, provide that the mayor and council shall have the power to make and pass all rules, regulations, and resolutions which the mayor and council deem best for the government of the city, provided they are not in conflict with the charter of the City nor repugnant to the Constitution or laws of the State of Georgia or the United States; and

WHEREAS, the Mayor and Council desire to restructure the membership and membership qualifications of the City's False Alarm Review Board to improve the functioning of that Board and its delivery of services to the City and to lengthen the appeal processing time,

NOW THEREFORE, BE IT ORDAINED, by the Mayor and Council of the City of Hinesville, and it is hereby ordained by the authority of same, that The Code of the City of Hinesville, Georgia, be amended as follows:

**SECTION I
ORDINANCE TEXT**

Section 12-21 of The Code of the City of Hinesville, Georgia (hereinafter referred to as the "Code") is hereby amended as follows:

(1) Subsection (e) of Section 12-21 of the Code shall be amended in its entirety and a new sub-section (e) substituted therefore shall provide as follows:

(e) False alarm review board. There shall be appointed by the mayor and city council a false alarm review board which shall hear all appeals authorized under this section. The false alarm review board shall be

comprised of three (3) private citizens who reside in the city and represent residential property owners, two (2) citizens who reside and operate a business in the city and represent commercial property owners, the city police chief or his designee, and the city fire chief or his designee. From among the seven (7) appointed members, a chairperson and a vice-chairperson shall be elected by the board to preside over meetings of the board. Four (4) of the appointed board members shall constitute a quorum and a majority vote shall be dispositive of any issue presented. Other than the police chief and fire chief, the board members shall serve at the pleasure of the mayor and city council. Despite the expiration of a board member's term, such member shall continue to serve until a qualified successor shall be appointed.

(1) Abandonment of Review Board Membership. If any member of the false alarm review board is absent from more than fifty-percent (50%) of the meetings of the board [during any period of six consecutive months] then that member shall be deemed to have abandoned their membership on the review board. In determining whether abandonment has occurred, a board member shall not be considered as having been absent from a meeting if that member provides notice of the absence at least two days prior to the scheduled board meeting. The board shall report any instance of abandonment to the mayor and council and request that the mayor and council appoint a new board member to fill the vacancy left by the abandonment. The new board member shall be appointed as provided by this section and shall satisfy the same qualifications as provided by this section as were satisfied by the departing member. The new member shall serve the remainder of the term of that abandoned membership.

(2) Board Secretary. The board shall elect a Board Secretary. Such person need not be a member of the board. The Board Secretary, if a nonmember, shall attend meetings for the purpose of recording the minutes of such meetings, but shall not have any of the powers, rights, or duties of members. The Board Secretary shall act as secretary of and keep the minutes of all meetings of the board. The Secretary shall serve as the custodian of the board's records. The Secretary shall ascertain that all notices of meetings are duly given, shall have charge of the books, records and papers of the board and shall see that all reports, statements and other documents and records required by law are properly executed, kept and filed. The Secretary shall have responsibility for authenticating records of the board. The Secretary shall perform such further duties which usually pertain to the office of Secretary and/or as may be delegated by the Board from time to time and/or as may be delegated by the City Manager from time to time.

(2) *Subsection (f) of Section 12-21 of the Code shall be amended to lengthen the owner's or lessee's time to appeal a decision of the False Alarm Review Board from five (5) days to ten (10) days and the new sub-section (f) substituted therefore shall provide as follows:*

(f) *Appeals.* Any owner or lessee of an alarmed premises may appeal the determination of a false alarm and/or the assessment of a false alarm service fee to the city's false alarm review board. Such appeal shall be in writing and filed with the city clerk within ten (10) days of notification of such determination and/or assessment. Upon filing of such appeal, the city false alarm review board shall give reasonable notice to appellant and shall hold a hearing on the appeal.

SECTION II SEVERABILITY

The sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared illegal by the valid judgment or decree of any Court of competent jurisdiction, such illegality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance.

SECTION III REPEALER

All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

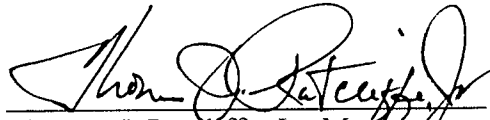
SECTION IV EFFECTIVE DATE

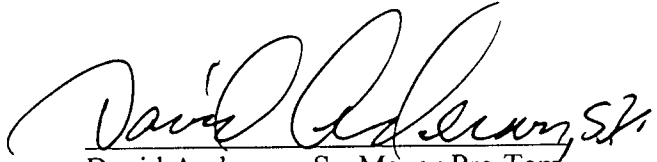
This Ordinance shall become effective upon adoption.

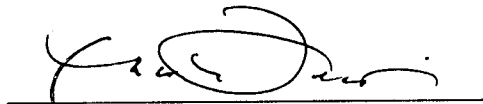
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ORDAINED this 17th day of March, 2005.

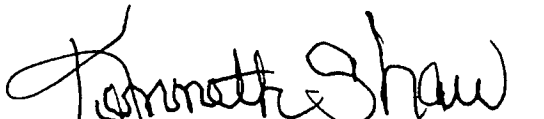
CITY OF HINESVILLE, GEORGIA:


Thomas J. Ratchliffe, Jr., Mayor


David Anderson, Sr. Mayor Pro Tem


Charles Frasier, Council Member


Jack Shuman, Council Member


Kenneth Shaw, Council Member


Steve Troha, Council Member

ATTEST: 
Sarah R. Lumpkin, City Clerk

FALSE ALARM REVIEW BOARD

	CURRENT APPOINTEES	RESIDES IN DISTRICT	TERMS SERVED	LENGTH OF TERM	TERM BEGAN	TERM EXPIRES
Mayor and Council	Fire Chief or Designee					
Mayor and Council	Chief of Police or Designee					
Mayor and Council	Cassidy Collins	2			05/02/2013	
Mayor and Council	John Baker				05/02/2013	
Mayor and Council	John Rourke				05/16/2013	
Mayor and Council	Moses Willis				10/15/2015	
Mayor and Council	Barbara Weaver				07/07/2005	
	City Code Section 12-6. False Alarm service fee. (e)False Alarm Review Board					



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
Agenda Item: Citizens Sign Appeals Board
Prepared by: Rodonia Armstrong
Presented by: Kenneth Howard

PURPOSE: For Councilmember Newby and Councilmember Ortiz to make appointments to the Citizen Sign Appeals Board. Appointments will expire on April 15, 2025.

BACKGROUND: According to City of Hinesville Code of Ordinances, **Appendix A. Zoning, Article VII. Sign Regulations, Section 822. Citizens Sign Appels Board (b)** - The Board shall consist of six (6) members appointed by the Mayor and Council, with each such elected official responsible for the selection of one (1) Board Member. The term of office shall be for a three (3) year term.

FUNDING: N/A

RECOMMENDATION: N/A

ATTACHMENTS:

1. Citizens Sign Appeals Board Spreadsheet
2. Code Section 822 Citizens Sign Appeals Board

PREVIOUS COUNCIL DISCUSSION: March 20, 2025

Citizens Sign Appeals Board

APPOINTED BY	CURRENT APPOINTEES	RESIDES IN DISTRICT	TERMS SERVED	LENGTH OF TERM	TERM BEGAN	TERM EXPIRES
Mayor Brown	Randy Branch	N/A	2	3 Years	07/16/2020	04/15/2026
CM Reid	Yvonne Woods	1	5	3 Years	04/15/2010	04/15/2026
CM Floyd	Barbara Martin-VanDuser	2		3 Years	04/15/2021	04/15/2027
Mayor Pro Tem Nelson	Acakpo Jouriace	3		3 Years	04/18/2024	04/15/2027
CM Jenkins	Patricia Harris	4	1	3 Years	04/15/2019	04/15/2025
CM Riles	Larry Boggs	5	3	3 Years	04/15/2010	04/15/2025

Zoning Ordinance, City Code Section 822 (b)

Sec. 822. Citizens Sign Appeals Board.

- (a) Establishment of the Board. There is hereby established a commission which shall be called the "City of Hinesville Citizens Sign Appeals Board."
- (b) Board members—Appointment, terms of office, election of officers, and compensation. The Board shall consist of six members appointed by the Mayor and City Council, with each such elected official responsible for the selection of one Board member. The terms of office of Board members shall be for three-year staggered terms. The Board shall elect from its membership a chairperson and such other officers as may be desired. Officers shall be elected on a calendar year basis, but may be reelected for succeeding terms. All members of the Board shall serve without compensation but may be reimbursed for actual expenses incurred in connection with their official duties.
- (c) Vacancies. Any vacancy in membership of the Board shall be filled for the unexpired term by the elected official responsible for the initial selection of the departing Board member. The Mayor and City Council shall have the authority to remove any member for cause, on written charges, after a public hearing.
- (d) Powers. The Citizens Sign Appeals Board shall be authorized:
 - (1) To hear and make recommendations to the Mayor and City Council in all hardship and other common sense appeals.
 - (2) To hear any and all challenges to the enforcement of any provision or requirement of the City's sign ordinance as set forth herein or later amended.
 - (3) To hear any and all challenges to any decision, determination, or order made by the City's Director of Inspections in enforcing the provisions of this Article and any amendments thereto.
- (e) In exercising the above powers, the Mayor and City Council may reverse, affirm, or modify the Board's recommendations, and to that end shall have the powers of the Director of Inspections from whom the appeal is taken and may issue the necessary permit.
- (f) Procedures of the Citizens Appeals Board.
 - (1) Rules and regulations. The board shall establish rules and regulations for its own procedure not inconsistent with the procedures of this Code. The board shall meet on call of the chairman. The board shall meet within 30 days after notice of appeal has been received.
 - (2) Decisions. The Citizens Appeals Board shall, in every case, reach a decision and make a recommendation to the Mayor and Council without unreasonable or unnecessary delay. Each board recommendation shall be in writing and shall include the reasons for the decision. A certified copy of the recommendation shall be promptly forwarded to the Mayor and Council.

(Ord. No. 2010-01, § I, 3-4-2010)



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
Agenda Item: Special Recognition
Prepared by: Christy Deloach
Presented by: Mayor Karl A. Riles

PURPOSE: To present the First Preparatory Christian Academy as the 2025 GISA State Basketball Champions to the Mayor and Council.

BACKGROUND:

FUNDING:

RECOMMENDATION:

ATTACHMENTS:

1. 2025 Champs

PREVIOUS COUNCIL DISCUSSION:





City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
Agenda Item: Hinesville Fire Department's Retirement Acknowledgment
Prepared by: Wendy Bruce Sochia
Presented by: Robert Kitchings

PURPOSE: Presentation of Retirement Crystal to Deputy Chief Andy Fowler.

BACKGROUND: Deputy Chief Andy Fowler has been working with HFD since March 1, 1993. After more than 32 years of service, he has officially retired. We wish him the best of luck in his future endeavors.

FUNDING: None

RECOMMENDATION: None

ATTACHMENTS:

PREVIOUS COUNCIL DISCUSSION:



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025

Agenda Item: Rezoning Petition/PUD
Amendment 2025-005-H

Prepared by: Todd Kennedy

Presented by: Jeff Ricketson

PURPOSE: A rezoning petition has been submitted by the owner, Trevor Sikes of RTS Homes to amend and expand the existing Grand Reserve (Davis Tract) PUD and to rezone 22.43 acres +/- from A-1 (Agricultural) to PUD (Planned Unit Development) for residential development. Property is located off Ruben Wells Road in unincorporated Liberty County and is further described as LCTM Parcel 034003 and 044001.

BACKGROUND: On March 20, 2025, this item was heard by the Mayor and Council of the City of Hinesville as an Informational Item only.

FUNDING:

RECOMMENDATION: February 18, 2025. LCPC Commissioners recommended APPROVAL with standard and special conditions, which are (1) upon approval by City Council, the developer shall provide an updated General Development Plan (GDP) that includes all the approved amendments. (2) The spine road shall remain as a collector street and shall remain a requirement of the PUD. (3) The future connection to Grove Point Drive from the spine road shall remain a requirement of the PUD.

ATTACHMENTS:

1. 2025-005_Rezoning and Annexation Petition

PREVIOUS COUNCIL DISCUSSION:

Rezoning Petition/PUD Amendment and Annexation 2025-005-H.

A rezoning petition has been submitted by the owner, Trevor Sikes of RTS Homes to amend and expand the existing PUD and to rezone 22.43 acres +/- from A-1 (Agricultural) to PUD (Planned Unit Development) for residential development. Annexation into the City of Hinesville is also being petitioned for. Property is located off of Ruben Wells Road in unincorporated Liberty County and is further described as LCTM Parcel 044001.

Public Notification



Variance Request 2025-001-H

A variance request has been submitted by the owner Trevor Sikes with RTS Homes for a street jog off / set. The UDO states that street jogs with offset less than 150 feet are prohibited. RTS Homes is requesting to reduce the required 150 feet to a minimum of 134 feet for The Cove at Fifteen West. Property is located on West 15th Street and is further described as LCTM Parcel 028024 and 028025. Property is bounded now or formerly as follows: NORTH, EAST, SOUTH and WEST, by RTS Homes LLC.

Variance Request 2025-002-H

A variance request has been submitted by Obro, Inc. to reduce the required number parking spaces from 74 to 44 spaces, including 2 accessible parking spaces for the Osteen Law Group office building. Property is located on East Court Street in Hinesville and is further described as LCTM Parcels 056B096, 056B095, 056B196 and 056B086. Property is bounded now or formerly as follows: NORTH by East Court Street; EAST by land of SPS Oglethorpe LLC; SOUTH by East M L King Jr. Drive and W Oglethorpe Highway; and WEST by lands of Charles and Daphanie Campbell and DIVAM Properties LLC.

Rezoning Petition 2025-003-H

A rezoning petition has been submitted by the City of Hinesville on behalf of owner Terry J. Wheeler to rezone 2 acres +/- from MFR (Multi-family Residential) to PDD (Planned Development) for a proposed project containing 31 single family detached dwellings. Property is located on the corner of West Court Street, Ashmore Street, West M L King Jr. Drive and Welborn Street in Hinesville and is further described as LCTM Parcels 056A143, 056A142, 056A141, 056A156, 056A157, 056A158 and 56A159 047B196. Property is bounded now or formerly as follows: NORTH by lands of Margie Kozma Lufburrow, Maria E. Holland and Franklin Lamar & Lisa Dowd; EAST by lands of Hodges Family Limited, Jerry L. and Elise Johnson Sr. and David A. Bradley; SOUTH by lands of Lawrence Hammock Rentals; and WEST by lands of Church of Christ of Hinesville Ga., Inc.

Rezoning Petition/PUD Amendment 2025-004-H

A rezoning petition has been submitted by Josh Wheeler on behalf of owner Salt Creek Ventures LLC, owner of Swamptown, LLC. for a PUD Revision from townhomes to 40 row homes (single-family detached dwellings). Property is located off Airport Road in Hinesville and is further described as LCTM Parcel 040B020. Property is bounded now or formerly as follows: NORTH by lands of Simcoe at Mosswood LLC and Soyna R. Golden; EAST by lands of Jordan A. Gentile, Robert L. and Lisa A. Jones, William Parks, Carmen C. Laboy, James and Loretta Respass, Noah Rodriguez, Boniface and Alicia A. Duffy, Kenneth I. & Sheila Thompson and Robin G. and Manuela M. Wheale; SOUTH by lands of House of Prayer Christian Churches and Noel J. Osteen; and WEST by Airport Road.

Rezoning Petition/PUD Amendment and Annexation 2025-005-H

A rezoning petition has been submitted by the owner, Trevor Sikes of RTS Homes to rezone 22.43 acre +/- from A-1 (Agricultural) to PUD (Planned Unit Development) for residential subdivision. Annexation into the City of Hinesville is also being petitioned for. Property is located off Ruben Wells Road in unincorporated Liberty County and is further described as LCTM Parcel 044001. Property is bounded now or formerly as follows: NORTH by lands of Dorchester Holdings LLC and Ft. Stewart Military Reservation; EAST by lands of Mary Lou Fraser Community; SOUTH by lands of Dorchester Holdings LLC; and WEST by lands of Dorchester Holdings LLC.

Rezoning Petition 2025-006-H

A rezoning petition has been submitted by Evans T&T Investments to rezone 37.21 acres +/- from R-8 (Single-family Residential-8) and MFR (Multi-family Residential) to PUD (Planned Unit Development) for town homes and single-family homes. Property is located on Pipkin Road in Hinesville and is further described as LCTM Parcels 046A004, 046A005, 046A006 and 045C139. Property is bounded now and formerly as follows: NORTH by Pipkin Road; EAST by lands of F.W. Pipkin III and F.W. Pipkin Jr., Elizabeth Pipkin; SOUTH by lands of Wiregrass Veterinary Properties LLC and Cypress Bend LLC; WEST by lands of Dryden Enterprises Inc. and The Michael Bryant Life Trust.

Rezoning Petition / PUD Amendment 2025-007-LC

A rezoning petition was submitted by Marian Elaine Smith on behalf of the owner, Laurel View Properties, LLC for a PUD Revision at Laurel View. Property is located off Islands Highway in unincorporated Liberty County and is further described as LCTM Parcel 302001 (portion thereof). Property is bounded now or formerly as follows: NORTH by lands of Laurel View Properties; and EAST by lands The Bluffs at Laurel View LLC; and SOUTH by lands of the Liberty County Industrial Authority; and WEST by lands of the Liberty County Industrial Authority.

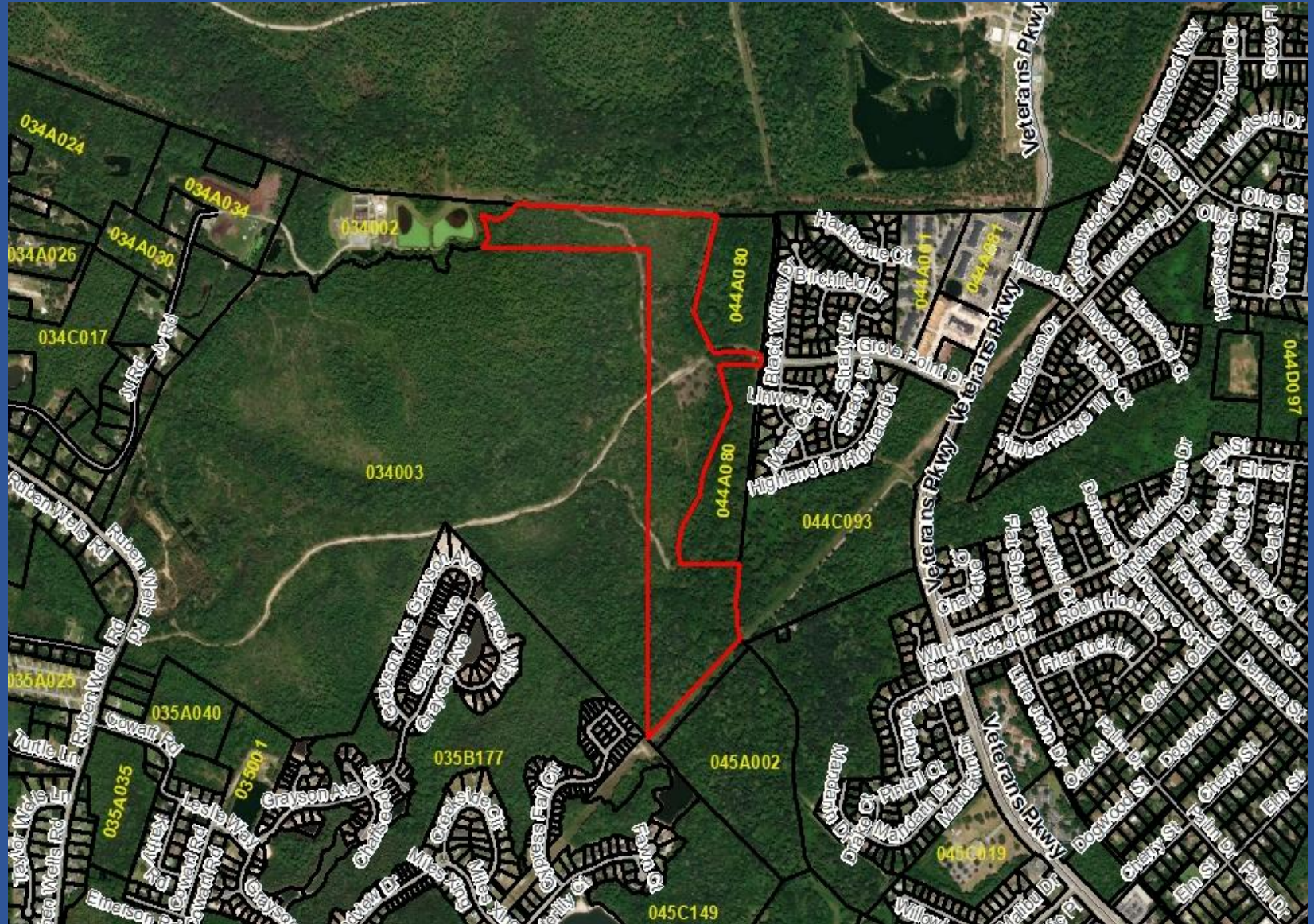
Public Hearings

The Liberty Consolidated Planning Commission will hold a public meeting February 18, 2025, at 4:30 p.m., at the Liberty County Courthouse Annex, 112 North Main Street, 2nd floor, in Hinesville.

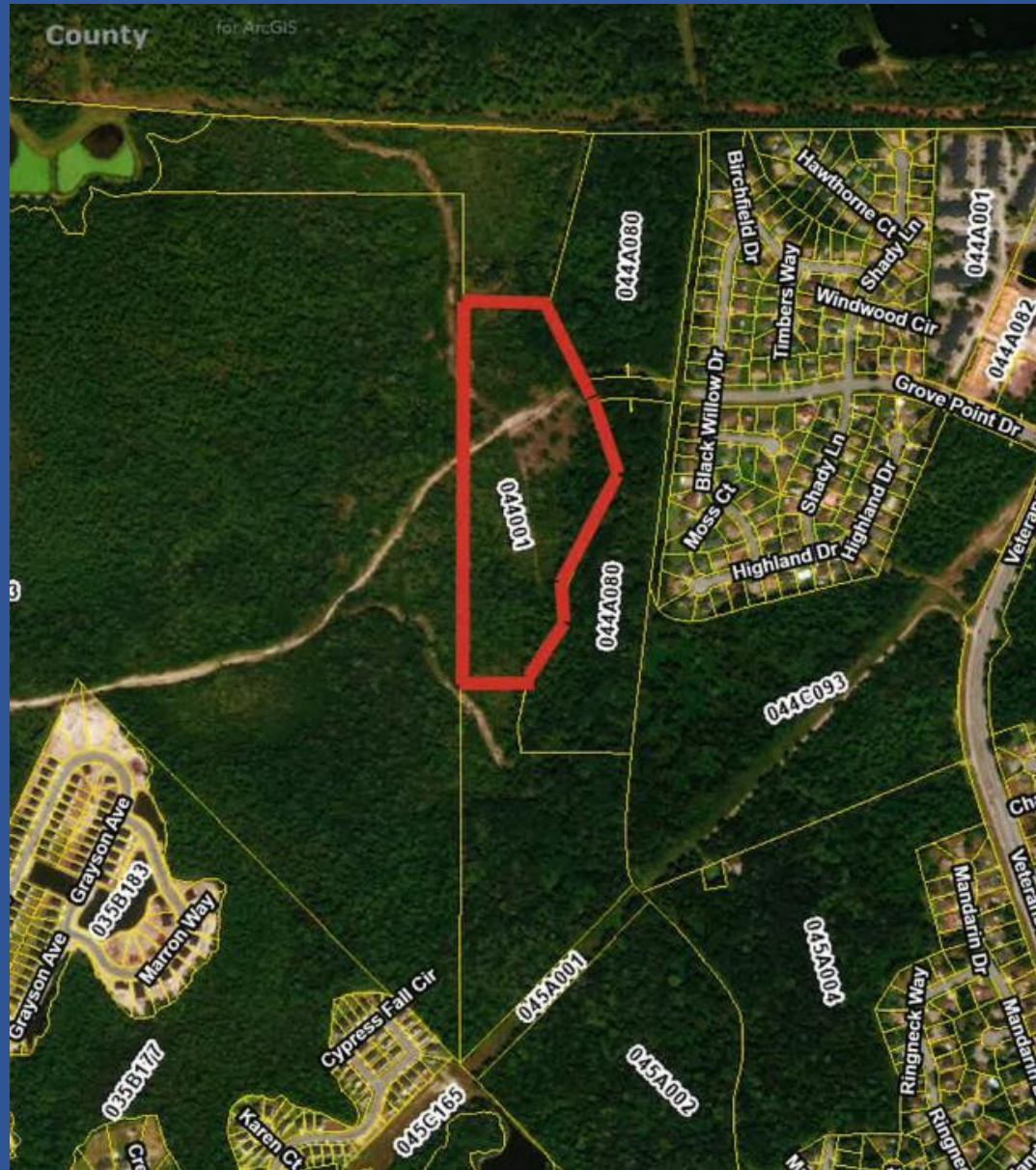
Public Hearings to be Held by the Applicable Governing Authority:

Thursday, March 6, 2025, 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.
Tuesday, March 4, 2025, 6:00 p.m. – The Liberty County Board of Commissioners will meet at the LC Courthouse Annex, 112 North Main Street, Hinesville.
50068 1/30/25 RL

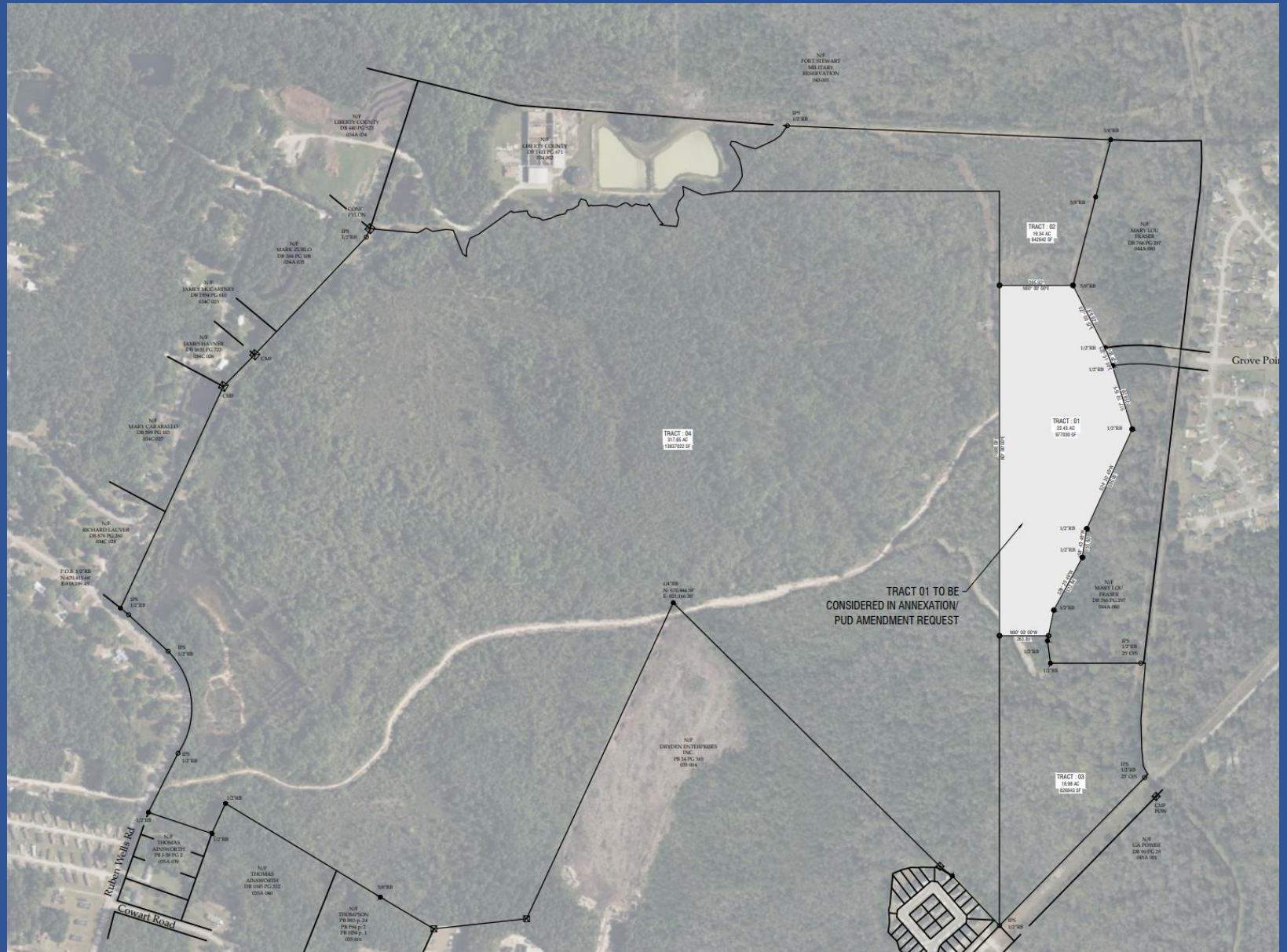
Vicinity Map



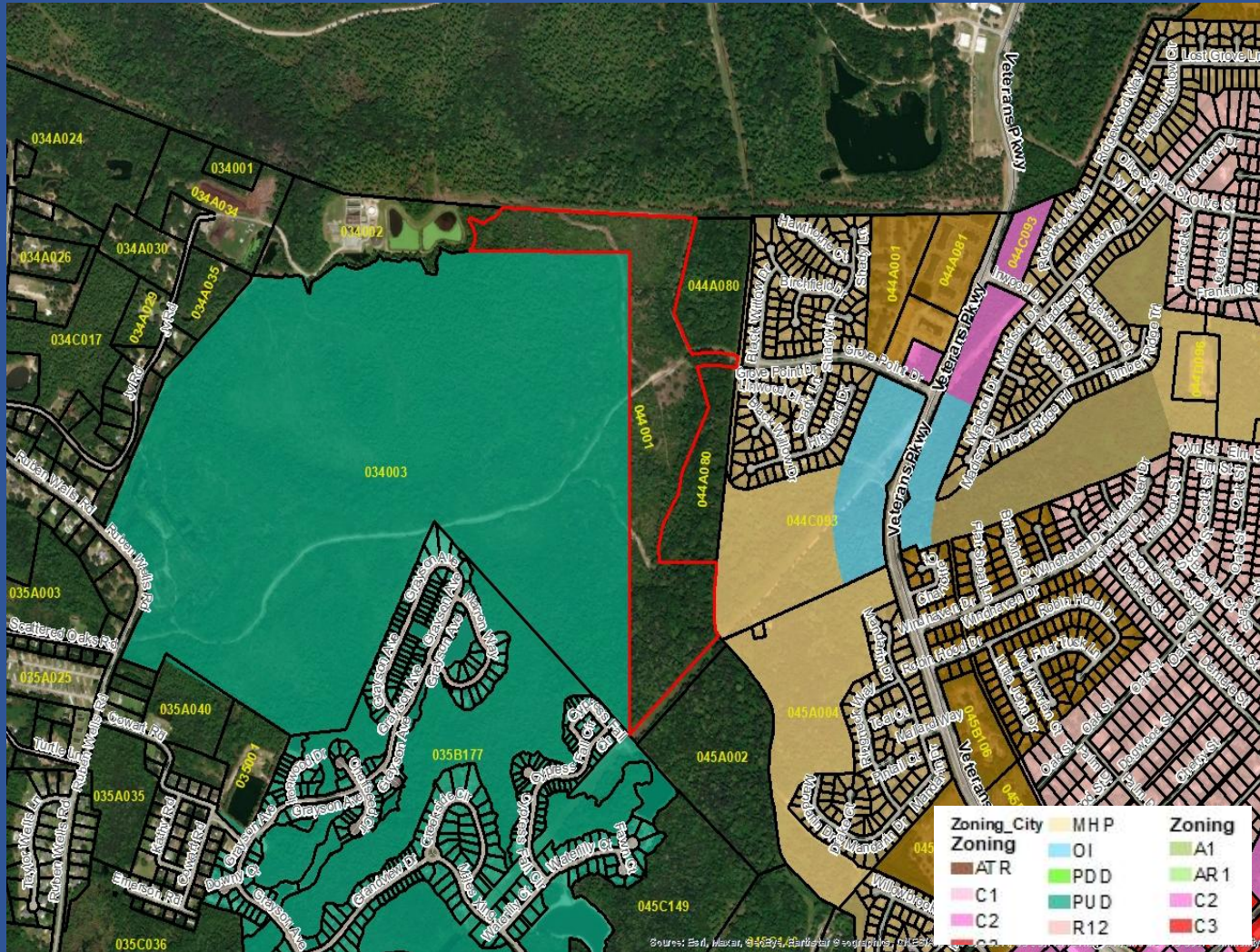
Location Map



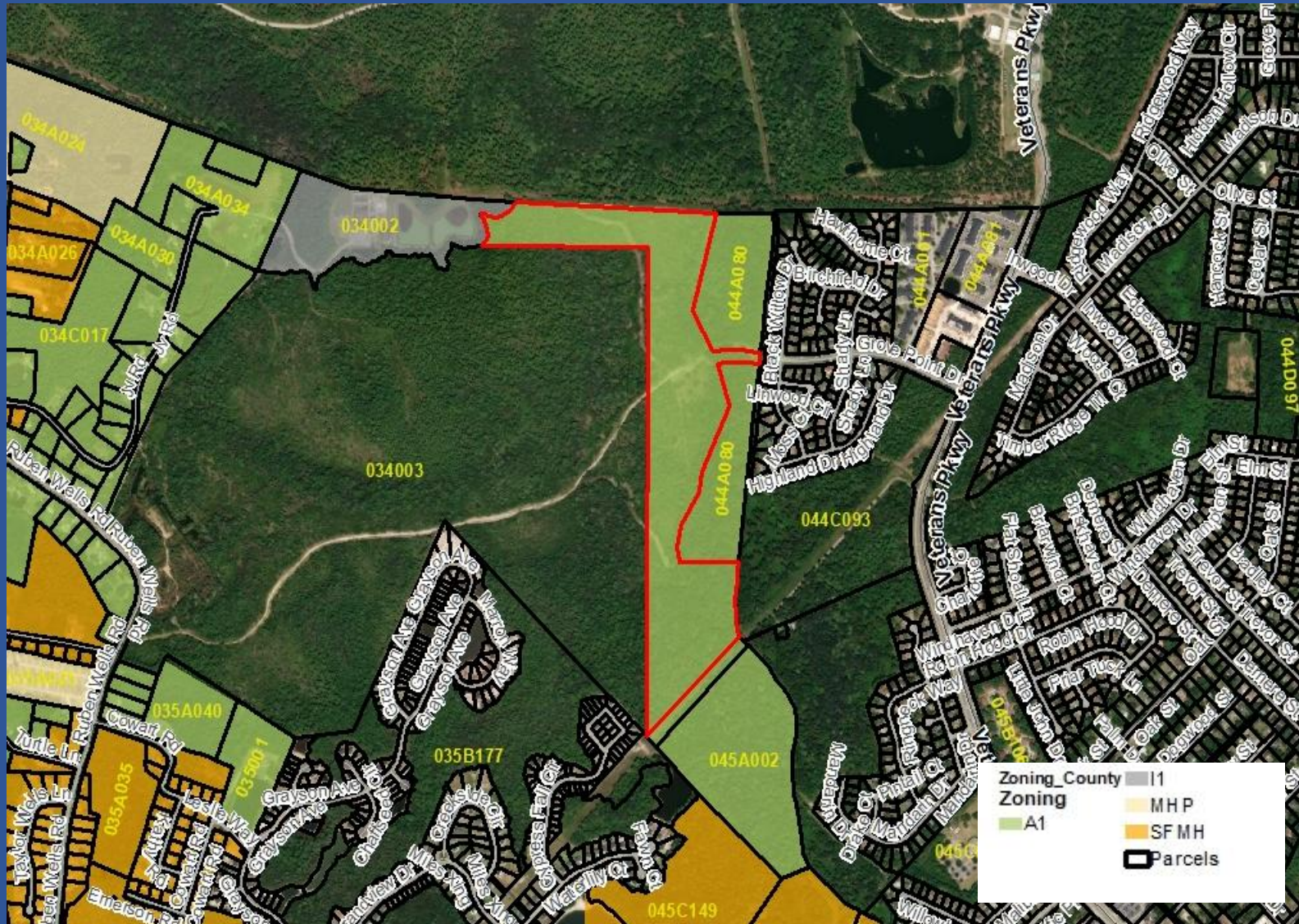
Survey Map



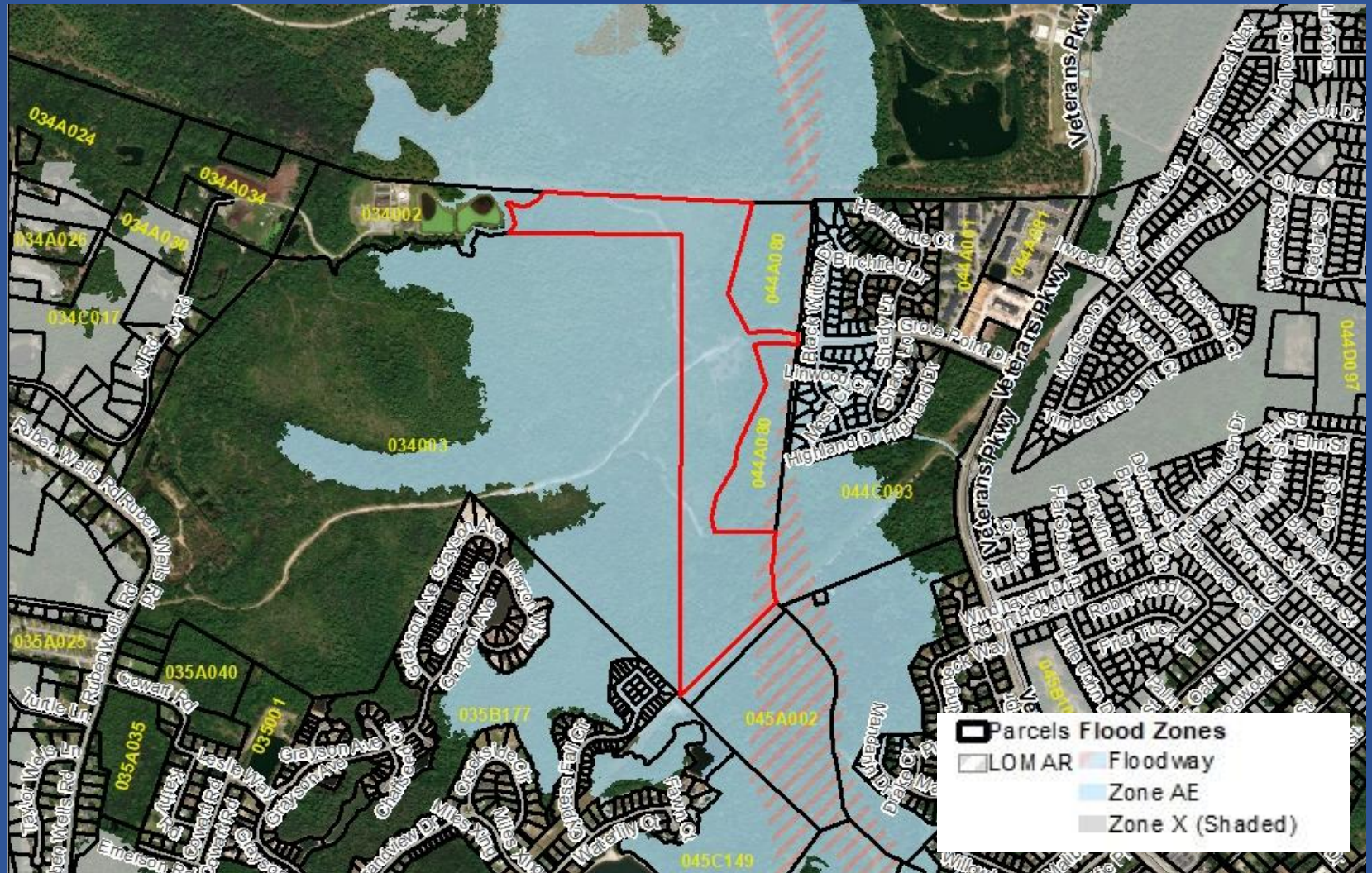
City Zoning Map



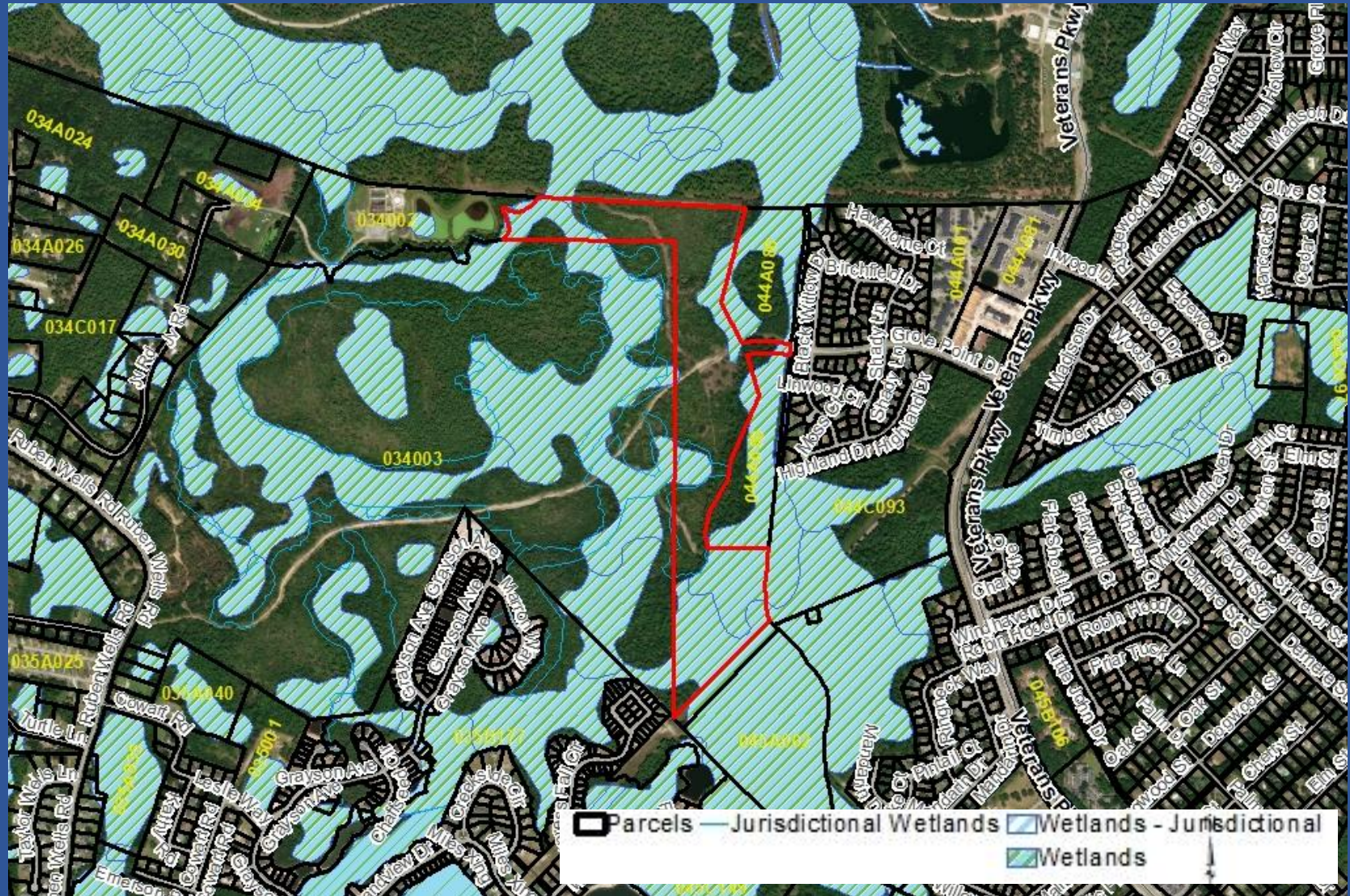
County Zoning Map



Flood Map



Wetlands Map



Survey

40960535
PARTICIPANT 30

REC'D IN OFFICE
CLERK OF COURT
03/26/2011 09:25 PM
LIBERTY COUNTY, GEORGIA
SUPERIOR COURT
LIBERTY COUNTY, GA

2021100070

MINOR SUBDIVISION

LANDS OF CMJ INVESTMENTS LLC

379.30 ACRES OF LAND

1756th G.M.D.,
LIBERTY COUNTY,
GEORGIA

NOTE: 1) Boundary obtained from Clerk of Court Liberty County
2) Survey was performed without the benefit of a complete and thorough title search
3) Following is PERMAY 12/20/2010 (2010) and is a final Survey
4) Approximate Flood Line was noted in brown and blue
5) Other Subdivisions of existing land being the Clerk of Court 1756th G.M.D.

LINE TABLE

LINE	BEARING	LENGTH	ACRES
1	N 89° 37' 00" E	100.00	0.00
2	N 89° 37' 00" E	100.00	0.00
3	N 89° 37' 00" E	100.00	0.00
4	N 89° 37' 00" E	100.00	0.00
5	N 89° 37' 00" E	100.00	0.00
6	N 89° 37' 00" E	100.00	0.00
7	N 89° 37' 00" E	100.00	0.00
8	N 89° 37' 00" E	100.00	0.00
9	N 89° 37' 00" E	100.00	0.00
10	N 89° 37' 00" E	100.00	0.00
11	N 89° 37' 00" E	100.00	0.00
12	N 89° 37' 00" E	100.00	0.00
13	N 89° 37' 00" E	100.00	0.00
14	N 89° 37' 00" E	100.00	0.00
15	N 89° 37' 00" E	100.00	0.00
16	N 89° 37' 00" E	100.00	0.00
17	N 89° 37' 00" E	100.00	0.00
18	N 89° 37' 00" E	100.00	0.00
19	N 89° 37' 00" E	100.00	0.00
20	N 89° 37' 00" E	100.00	0.00
21	N 89° 37' 00" E	100.00	0.00
22	N 89° 37' 00" E	100.00	0.00
23	N 89° 37' 00" E	100.00	0.00
24	N 89° 37' 00" E	100.00	0.00
25	N 89° 37' 00" E	100.00	0.00
26	N 89° 37' 00" E	100.00	0.00
27	N 89° 37' 00" E	100.00	0.00
28	N 89° 37' 00" E	100.00	0.00
29	N 89° 37' 00" E	100.00	0.00
30	N 89° 37' 00" E	100.00	0.00
31	N 89° 37' 00" E	100.00	0.00
32	N 89° 37' 00" E	100.00	0.00
33	N 89° 37' 00" E	100.00	0.00
34	N 89° 37' 00" E	100.00	0.00
35	N 89° 37' 00" E	100.00	0.00
36	N 89° 37' 00" E	100.00	0.00
37	N 89° 37' 00" E	100.00	0.00
38	N 89° 37' 00" E	100.00	0.00
39	N 89° 37' 00" E	100.00	0.00
40	N 89° 37' 00" E	100.00	0.00
41	N 89° 37' 00" E	100.00	0.00
42	N 89° 37' 00" E	100.00	0.00
43	N 89° 37' 00" E	100.00	0.00
44	N 89° 37' 00" E	100.00	0.00
45	N 89° 37' 00" E	100.00	0.00
46	N 89° 37' 00" E	100.00	0.00
47	N 89° 37' 00" E	100.00	0.00
48	N 89° 37' 00" E	100.00	0.00
49	N 89° 37' 00" E	100.00	0.00
50	N 89° 37' 00" E	100.00	0.00
51	N 89° 37' 00" E	100.00	0.00
52	N 89° 37' 00" E	100.00	0.00
53	N 89° 37' 00" E	100.00	0.00
54	N 89° 37' 00" E	100.00	0.00
55	N 89° 37' 00" E	100.00	0.00
56	N 89° 37' 00" E	100.00	0.00
57	N 89° 37' 00" E	100.00	0.00
58	N 89° 37' 00" E	100.00	0.00
59	N 89° 37' 00" E	100.00	0.00
60	N 89° 37' 00" E	100.00	0.00
61	N 89° 37' 00" E	100.00	0.00
62	N 89° 37' 00" E	100.00	0.00
63	N 89° 37' 00" E	100.00	0.00
64	N 89° 37' 00" E	100.00	0.00
65	N 89° 37' 00" E	100.00	0.00
66	N 89° 37' 00" E	100.00	0.00
67	N 89° 37' 00" E	100.00	0.00
68	N 89° 37' 00" E	100.00	0.00
69	N 89° 37' 00" E	100.00	0.00
70	N 89° 37' 00" E	100.00	0.00
71	N 89° 37' 00" E	100.00	0.00

Narrative

On behalf of Trevor Sikes (RTS Homes), we are requesting a change to the approved General Development Plan for the above referenced project. The Client has requested revisions to sections I through IV, as outlined in the following details below:

I. General Description

Requesting to add a portion of parcel 044001 to the existing Planned Unit Development for an updated area of 340.05 acres and 166 +/- acres of wetlands.

Parcel Number	Parcel Description	Acreage	Current Zoning
034 003	DORCHESTER HOLDINGS LLC	317.62	PUD
044 001	DORCHESTER HOLDINGS LLC (A PORTION OF)	22.43	A1

II. Roadways

Due to significant reduction in density to include the removal of 200 multifamily units and discussions with City planning, we request to remove the requirement for collector street to the rear of the project. Requesting to amend this section to remove item 1. Collector Streets, as there is no proposed connection to the Grove Point Subdivision any longer.

III. Lots

Adding the following lot development standards to the existing table.

Uses Type	Min Lot Size SF	Min. Depth	Min. Width	Front Setback	Rear Setback	Side Yard
Cottage	3,500	n/a	35'	20'	15'	5'
Town house	1,600	n/a	20'	20'	20'	n/a
Traditional	7,000	80'	70'	20'	15'	5'

*Previous max unit count outlined in GDP was 636, this revision yields a max allowable unit count of 736

*14' separation between buildings to be removed as part of amendment

IV. Multifamily

We are requesting the complete removal of this section, as no multifamily units are planned for this development. Instead, this area is intended for the construction of townhomes, with a maximum of 100 units, compared to the 200 multifamily units originally approved in the original General Development Plan.

PUD Changes

General Description

2021 PUD		2025 PUD Amendment	
Area:	317 acres	Area:	340.05 acres
Wetlands:	158 Acres	Wetlands:	166 acres
Parcel:	034003	Parcel:	034003 and 044001
Proposed Uses:	Single Family Residential and Townhomes/Multifamily	Proposed Uses:	Single Family Residential and Townhomes/Multifamily

Roadways

2021 PUD	2025 PUD Amendment
The spine road will be constructed as a collector Street	Remove the requirement as collector street as no proposed connection to the Grove Point any longer.

PUD Changes

Lots

2021 PUD

Type	Min Frontage	Min Area (SF)	Min Depth	Front Setback	Rear Setback	Side Setback
Patio	45'	4,500	85'	15'	15'	5'
Garden	55'	5,500	85'	15'	15'	5'
Standard	60'	7,000	85'	15'	15'	7.5'
Executive	80'	8,000	85'	15'	20'	10'

*Side setbacks shall be 5' minimum, so long as, 14' separation between buildings is provided.

2025 PUD Amendment

Uses Type	Min Lot Size SF	Min. Depth	Min. Width	Front Setback	Rear Setback	Side Yard
Cottage	3,500	n/a	35'	20'	15'	5'
Town house	1,600	n/a	20'	20'	20'	n/a
Traditional	7,000	80'	70'	20'	15'	5'

*Previous max unit count outlined in GDP was 636, this revision yields a max allowable unit count of 736

*14' separation between buildings to be removed as part of amendment

PUD Changes

Multifamily

2021 PUD

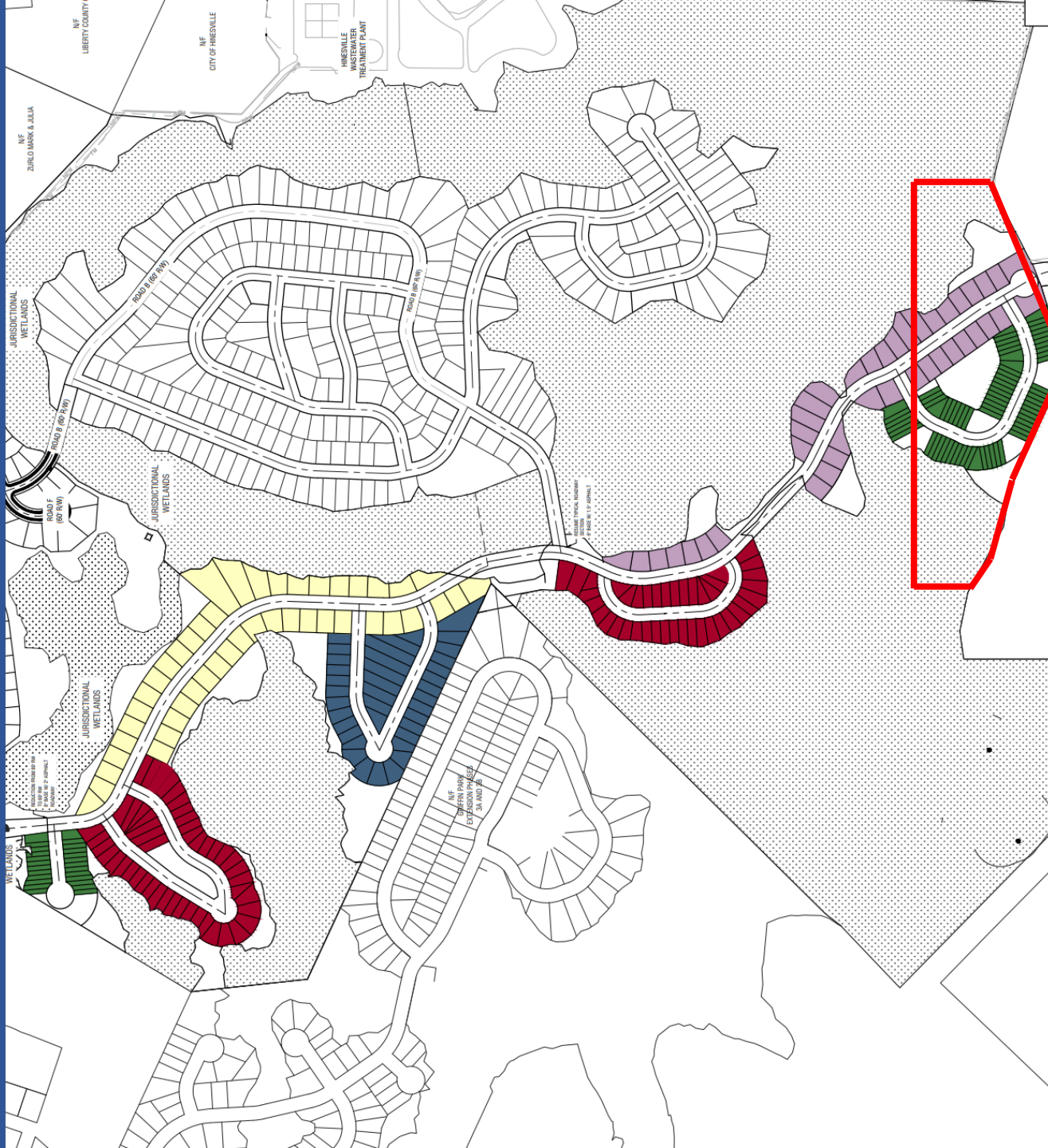
- 200 Multifamily Units

2025 PUD Amendment

We are requesting the complete removal of this section, as no multifamily units are planned for this development. Instead, this area is intended for the construction of townhomes, with a maximum of 100 units, compared to the 200 multifamily units originally approved in the original General Development Plan.

Existing PUD Concept Plan





Area to be annexed

LOT CONFIGURATION:



1. TYPICAL LOT WIDTH: 20' (MIN: 20')
2. MIN LOT AREA: 1,500 SF
3. TOTAL LOTS = 83

20' WIDTH LOT (TOWNHOUSE)



1. TYPICAL LOT WIDTH: 35' (MIN: 35')
2. MIN LOT AREA: 1,500 SF
3. TOTAL LOTS = 80

35' WIDTH LOT (COTTAGE)



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45' WIDTH LOT (PATIO)



1. TYPICAL LOT WIDTH: 60' (MIN: 60')
2. MIN LOT AREA: 7,000 SF
3. TOTAL LOTS = 42

60' WIDTH LOT (STANDARD)



1. TYPICAL LOT WIDTH: 70' (MIN: 70')
2. MIN LOT AREA: 7,000 SF
3. TOTAL LOTS = 46

70' WIDTH LOT (TRADITIONAL)







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. The Garrison Commander did not identify any concerns for this application.*
3. Does the proposed use conform to the Liberty County Comprehensive Plan?
 - *The Comprehensive Plan designates this property as Residential – Low Density.*

Zoning Analysis

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

Zoning Analysis

6. Transportation (Continued)

*Proposed elimination of the spine road and future connection to Grove Point Drive is not consistent with the HAMPO Metropolitan Transportation Plan (MTP) and is therefore **CONTRARY TO THE COMPREHENSIVE PLAN.***

HAMPO 2045 MTP

July 2020



HAMPO 2045 Metropolitan Transportation Plan

PROJECT NAME:		15th St/Frank Cochran Connector			HAMPO No: 117		GDOT No: 0		
PROJECT DESCRIPTION:		New Roadway 15th St/Frank Cochran Connector							
STRAHNET/GRIP:		NO		City:	Hinesville		County:	Liberty County	
Local Road Name:		15th St			GDOT District:	5	Cong. District:	1	
US/ST Road Name:		Existing Volume (2015):			4000	Design Volume (2045):		5391.3957	
Project Type:		New Construction			Regionally Significant:	YES	Capacity Adding:	YES	
Project Termini		From: Frank Cochran Dr			Project Length (Mi)		2	R. Commision:	Coastal
		To: 15th Street			Exist Lanes: 0		Future Lanes: 2		
Open to Traffic Date:		N/A			Multimodal:	NO			
Network Year:		N/A	MTP Band: 4	Unfunded (Long Range)					
Status		Phase	Local	State/Federal		Other		Total	
MTP Band: 4		PE	\$0	\$1,324,652.71		\$0.00		\$1,324,652.71	
MTP Band: 4		ROW	\$0	\$2,649,305.42		\$0.00		\$2,649,305.42	
MTP Band: 4		UTL/CST	\$0	\$13,246,527.10		\$0.00		\$13,246,527.10	
TOTAL		\$0	\$17,220,485.23		\$0.00		\$17,220,485.23		
Project Comments and Remarks:		If const without Central Connector consider 4 lanes							
PROJECT LOCATION									



Zoning Analysis

7. Would this allow a short-term gain at the expense of our local long-term goals?
 - *Yes. The elimination of the spine road constructed to a collector street standard and would be detrimental to traffic circulation and contrary to the HAMPO Metropolitan Transportation Plan.*
8. Would this change cause a “domino effect”?
 - *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?

- *Yes.*

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 spine road should have a connection to Grove Point Drive. The HAMPO Metropolitan Transportation Plan envisions a connection between Veterans Pkwy and 15th Street through this property and Grove Point Drive was built to a collector street standard with this goal in mind.*

LCPC Recommendation

Approval

Rezoning and Annexation
Petition 2025-005-H

Conditions

Standard and Special

Standard Conditions

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

Special Conditions

1. Upon approval by City Council, the developer shall provide an updated General Development Plan (GDP) that includes all the approved amendments.
2. The spine road shall remain as a collector street and shall remain a requirement of the PUD.
3. The future connection to Grove Point Drive from the spine road shall remain a requirement of the PUD.





City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
Agenda Item: Annexation Ordinance #2025-01
Prepared by: Todd Kennedy
Presented by: Jeff Ricketson

PURPOSE: A proposed Annexation Ordinance #2025-01 has been submitted by owner, Trevor Sikes of RTS Homes, to annex 22.43 acres into the City of Hinesville and is further described as LCTM Parcel 044001.

BACKGROUND:

FUNDING:

RECOMMENDATION:

ATTACHMENTS:

1. Annexation Ordinance #2025-01

PREVIOUS COUNCIL DISCUSSION:

Annexation Ordinance # 2025-01

Ordinance # 2025-01

AN ORDINANCE

To annex property into the City of Hinesville, Georgia, pursuant to Chapter 36 of Title 36 of the Official Code of Georgia Annotated to provide an effective date, and for other purposes

BE IT ORDAINED BY THE GOVERNING AUTHORITY OF THE CITY OF HINESVILLE:

SECTION 1. The area contiguous to the City of Hinesville as recorded in Bk:2162, Pages 539 - 542 and recorded in Plat book 25, page 253, a portion of Tract 1 attached hereto, is hereby annexed into the City of Hinesville and made a part of the said city:

SECTION 2. This annexation shall become effective on the 1st day of May 2025, after which any use and development of said property shall comply with the existing laws, zoning, and subdivision regulations for the City of Hinesville.

SECTION 3. The City Clerk or designee of the City of Hinesville is instructed to file a report identifying the area annexed with the Georgia Department of Community Affairs and with the governing authority of Liberty County within thirty (30) days after the effective date of the annexation.

SECTION 4. All ordinances and parts of ordinances in conflict with this ordinance are repealed.

APPROVED this 3rd day of April 2025, by the Mayor and Council of the City of Hinesville.

Karl A. Riles, Mayor

Diana F. Reid, Councilmember, District 1

Jason R. Floyd, Councilmember, District 2

Vicky C. Nelson, Mayor Pro Tem, District 3

Dexter L. Newby, Councilmember, District 4

José A. Ortiz, Jr., Councilmember, District 5

ATTEST:

Estella L. Roberson, City Clerk

[illegible]

Survey

[illegible]

Public Notification

CITY OF HINESVILLE ANNEXATION NOTICE

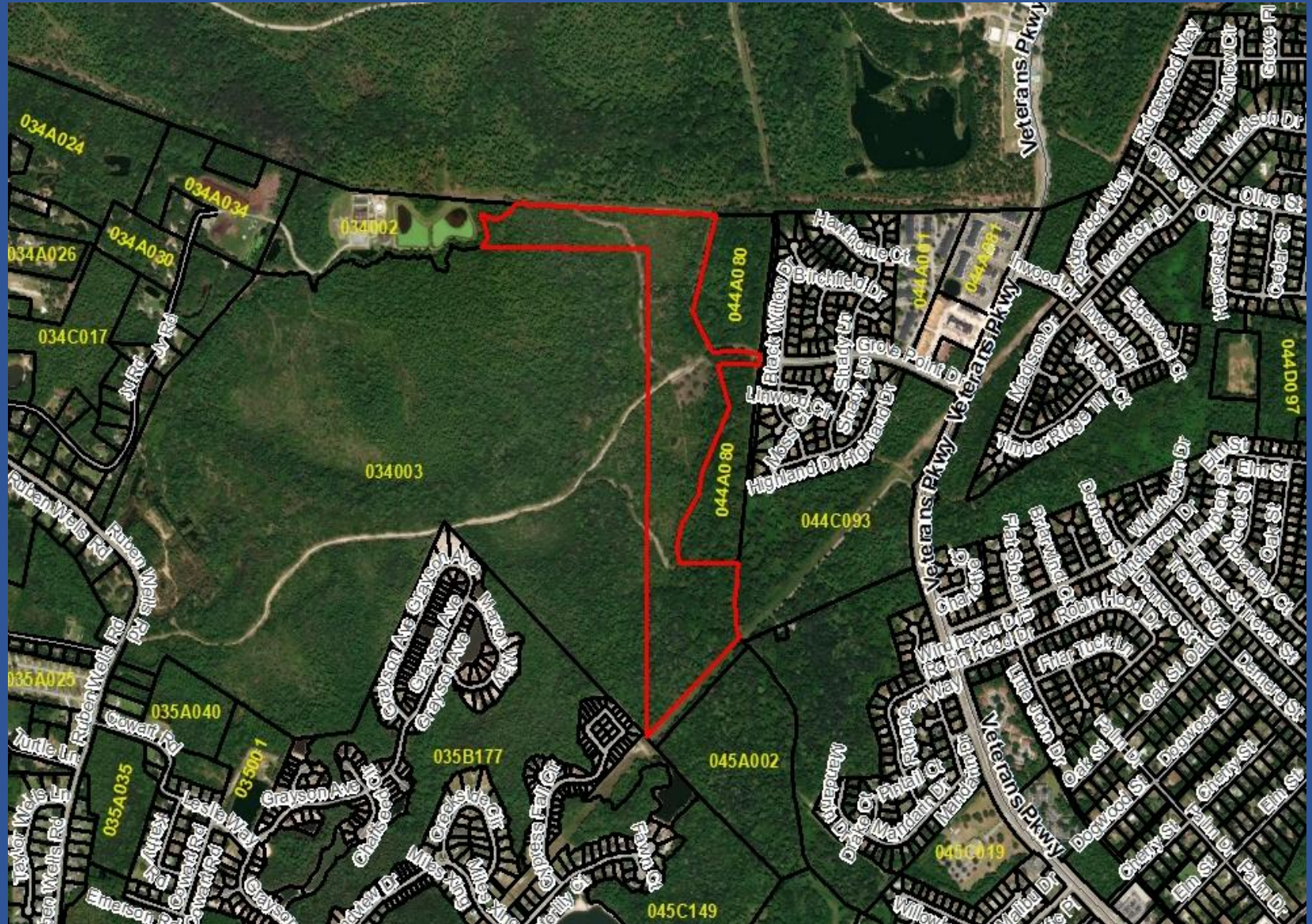
A PROPOSED ORDINANCE # 2025-001 TO ANNEX PROPERTY INTO THE CITY OF HINESVILLE IS AVAILABLE FOR PUBLIC REVIEW IN THE LCPC OFFICE, M-F 8:00 AM – 5:00 PM AT THE HISTORIC COURTHOUSE LOCATED AT 100 NORTH MAIN ST, HINESVILLE, GA 31313 (TEL. 912-408-2030). THE PROPERTY TO BE ANNEXED IS LOCATED OFF OF RUBEN WELLS ROAD FURTHER DESCRIBED AT LCTM-PARCEL 044001 (PORTION THEREOF).

THIS ORDINANCE FOR ANNEXATION WILL BE PRESENTED TO THE LIBERTY CONSOLIDATED PLANNING COMMISSSION ON FEBRUARY 18, 2025, AT 4:30 PM IN THE LIBERTY COUNTY ANNEX BUILDING, 112 NORTH MAIN STREET, 2ND FLOOR, HINESVILLE, GA. 31313. ALL INTERESTED CITIZENS ARE INVITED TO ATTEND.

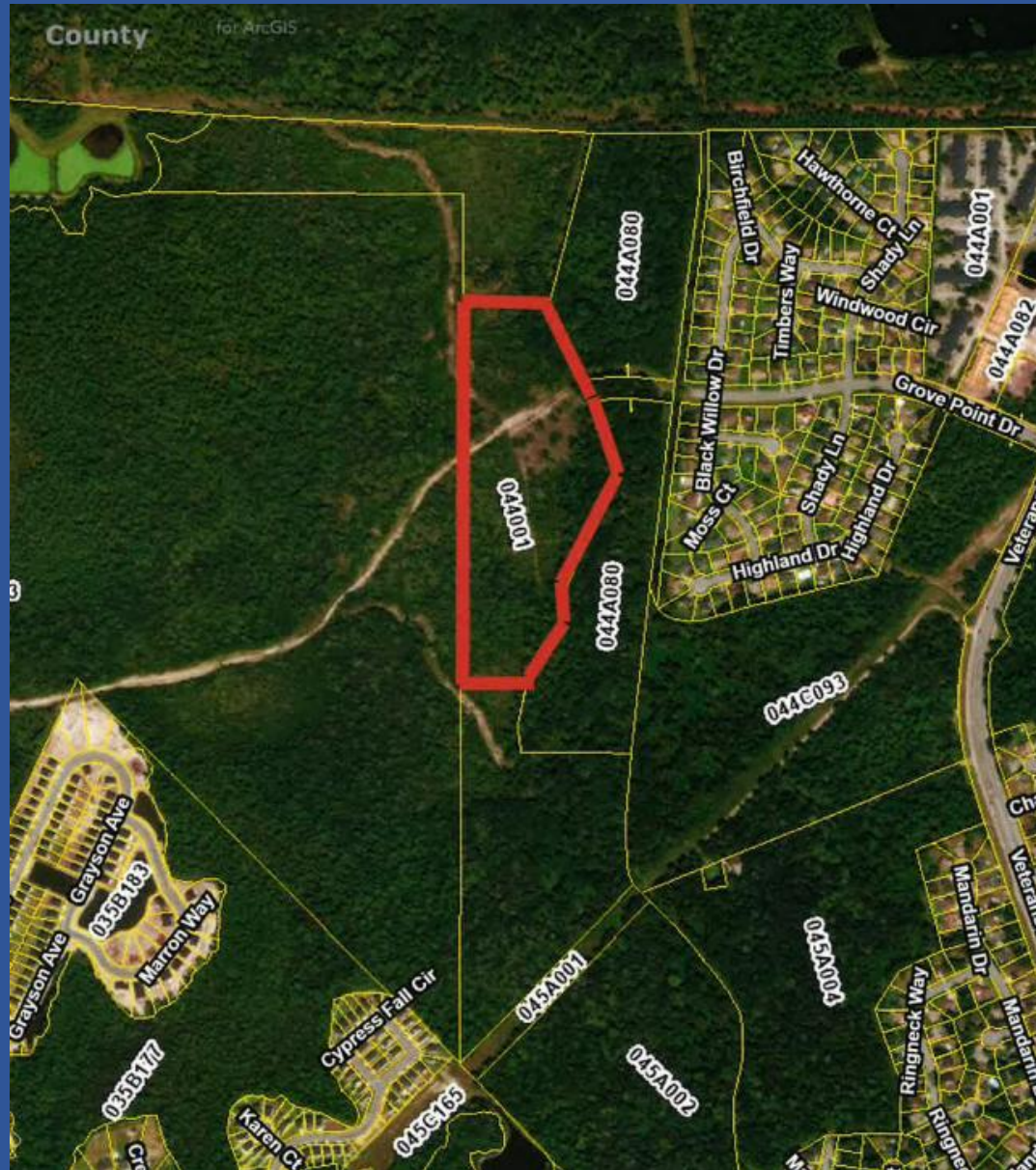
February 18, 2025, Liberty Consolidated Planning Commission

Account # 04100401

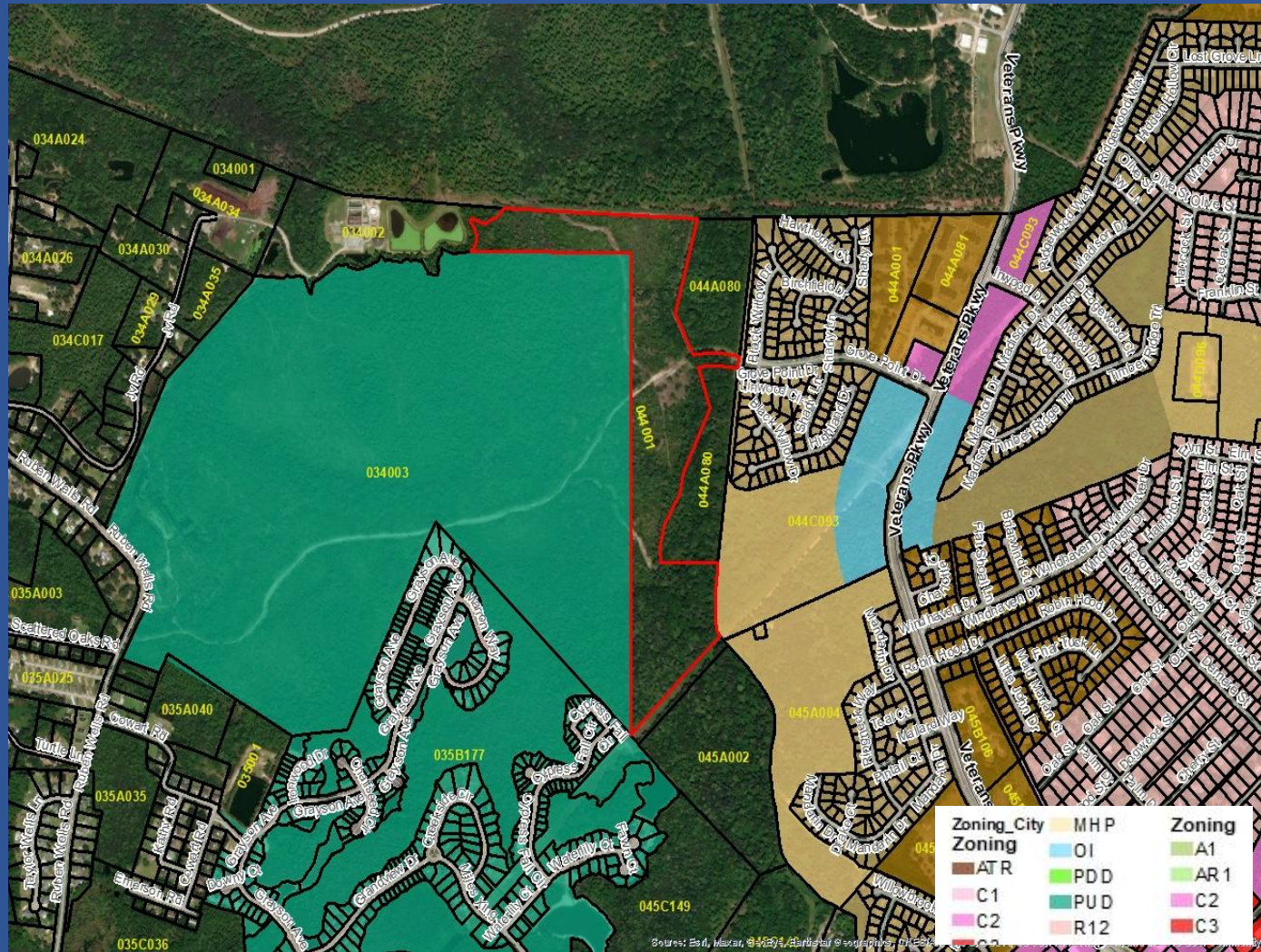
Vicinity Map



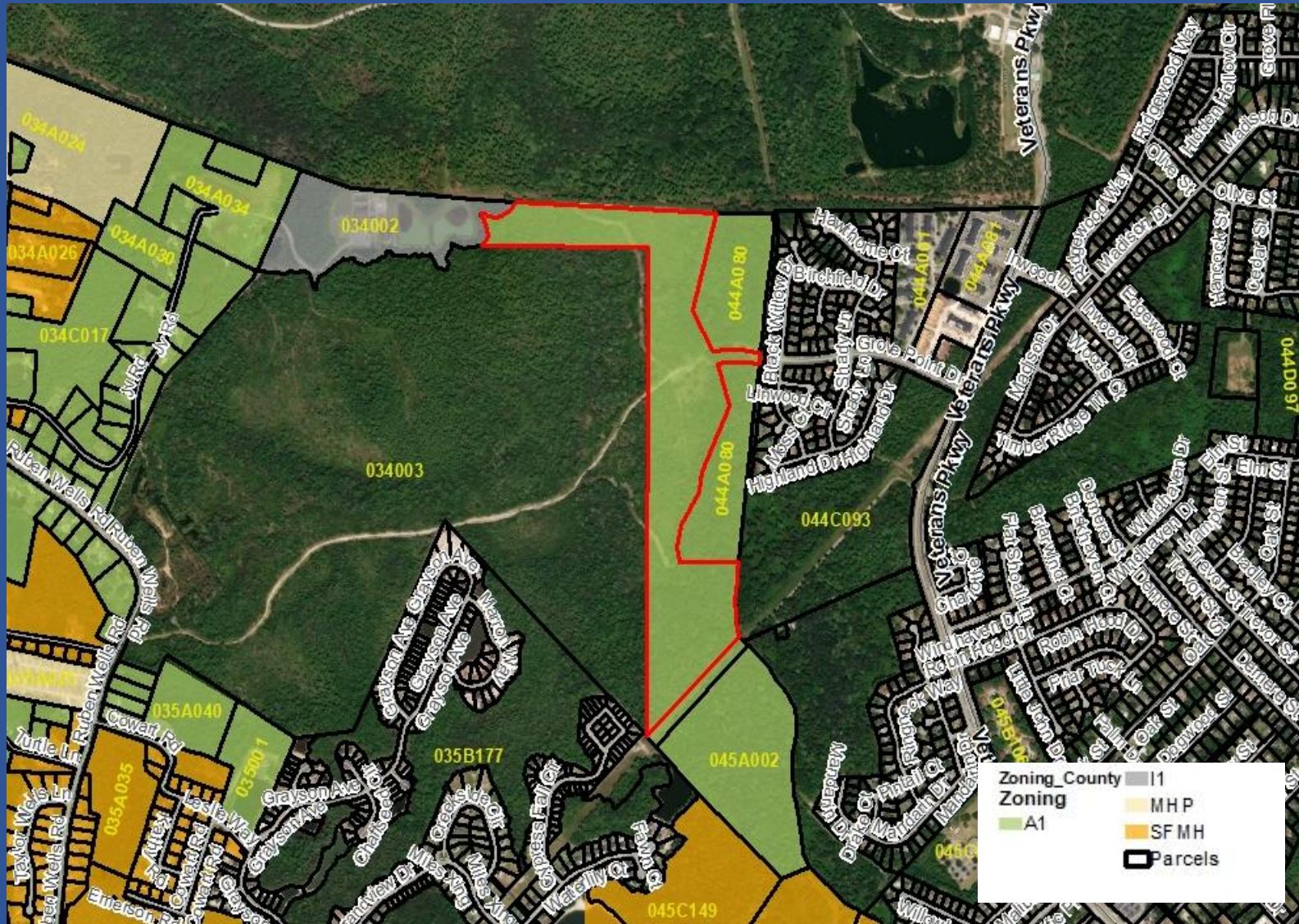
Location Map

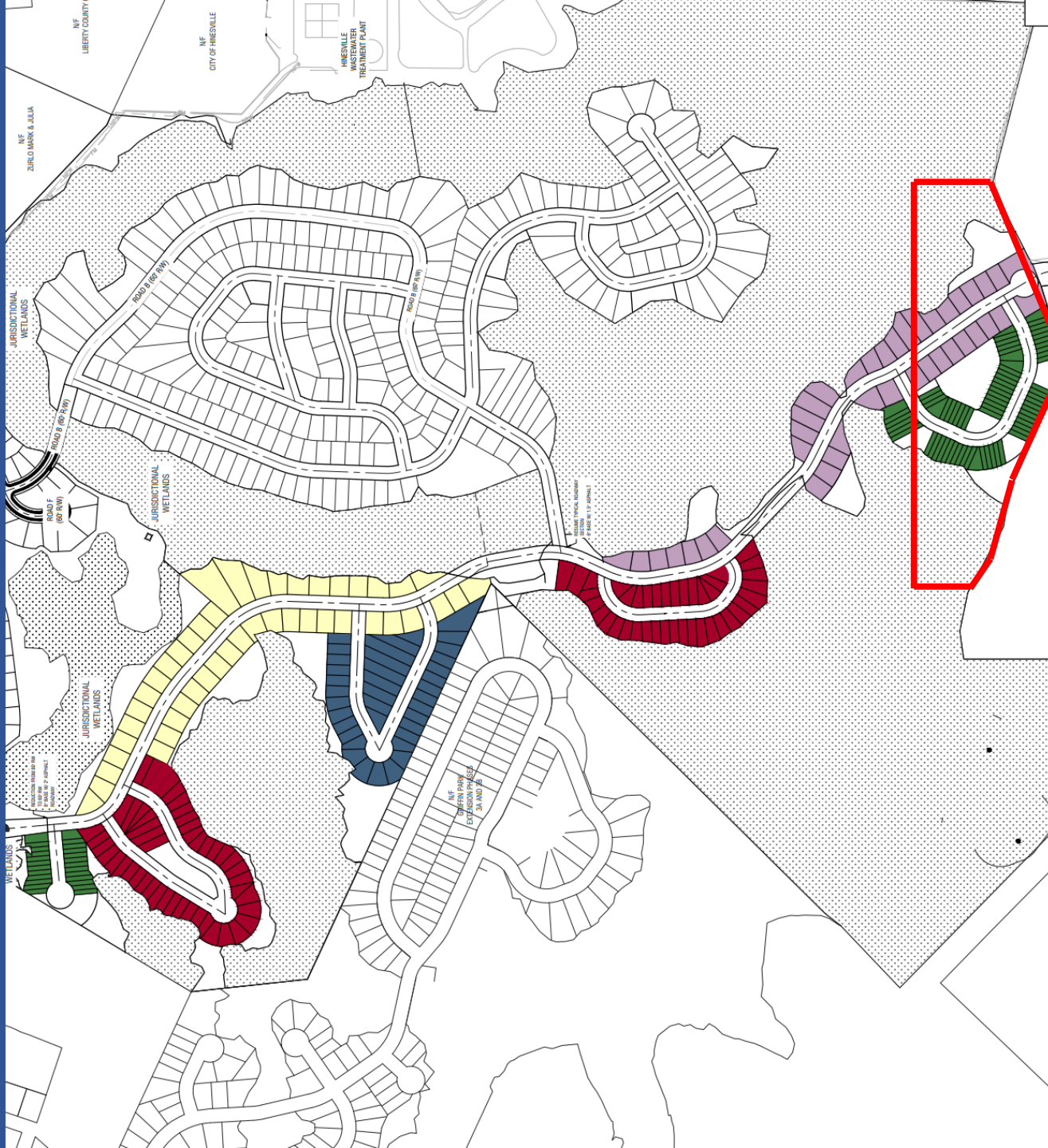


City Zoning Map



County Zoning Map





Area to be annexed

LOT CONFIGURATION:



1. TYPICAL LOT WIDTH: 20' (MIN: 20')
2. MIN LOT AREA: 1,500 SF
3. TOTAL LOTS = 83

20' WIDTH LOT (TOWNHOUSE)



1. TYPICAL LOT WIDTH: 35' (MIN: 35')
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35' WIDTH LOT (COTTAGE)



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45' WIDTH LOT (PATIO)



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60' WIDTH LOT (STANDARD)



1. TYPICAL LOT WIDTH: 70' (MIN: 70')
2. MIN LOT AREA: 7,000 SF
3. TOTAL LOTS = 46

70' WIDTH LOT (TRADITIONAL)



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025

Agenda Item: Liberty County Convention and Visitors' Bureau Intergovernmental Agreement

Prepared by: Christy Deloach

Presented by: Kenneth Howard

PURPOSE: To present for Mayor and Council consideration the Liberty County Convention and Visitors' Bureau Intergovernmental Agreement (IGA).

BACKGROUND:

FUNDING:

RECOMMENDATION:

ATTACHMENTS:

1. Liberty County CVB IGA

PREVIOUS COUNCIL DISCUSSION:

STATE OF GEORGIA

COUNTY OF LIBERTY

INTERGOVERNMENTAL AGREEMENT BETWEEN CITY OF HINESVILLE, CITY OF
FLEMINGTON, LIBERTY COUNTY BOARD OF COMMISSIONERS AND LIBERTY
COUNTY CONVENTION AND VISITOR'S BUREAU, INC.

THIS AGREEMENT by and between the City of Hinesville ("Hinesville"), a political subdivision of the State of Georgia, acting by and through its duly elected City Council; City of Flemington ("Flemington"), a political subdivision of the State of Georgia, acting by and through its duly elected City Council; Liberty County Board of Commissioners ("County"), a political subdivision of the State of Georgia, acting by and through its duly elected County Commission (collectively, "Governments"); and Liberty County Convention and Visitor's Bureau, Inc., a non-profit corporation, chartered in the State of Georgia, acting by and through its duly elected Board of Directors ("Corporation").

WITNESSETH:

WHEREAS, the City Councils of Hinesville and Flemington and County have levied a tax of 8% pursuant to the provisions of O.C.G.A. § 48-13-51(a)(3) ("Tax") and

WHEREAS, § 48-13-51(a)(3) requires that the amount of the Tax in excess of 3% ("Expenditures") be expended for certain purposes stated therein, including, but not limited to, promoting tourism, conventions, and trade shows; and

WHEREAS, the provisions of § 48-13-31(a)(3) further require that the Expenditures be made only through a contract or contracts with certain entities stated therein, including but not limited to, destination marketing organizations and private sector nonprofit organizations; and

WHEREAS, the Corporation is a destination marketing organization and a private sector nonprofit organization as defined in O.C.G.A. § 48-13-50.2(1) and (3) and meets all other necessary and reasonable requirements to qualify as an appropriate entity to make the Expenditures of the Tax; and

WHEREAS, the Corporation has covenanted and agreed that it shall make the Expenditures of the Tax in accordance with an established budget of the funds ("Budgeted Funds") which budget and any amendments or modifications thereof shall be subject to the prior approval of the City.

NOW, THEREFORE, for and in consideration of the mutual obligations herein assumed, the sufficiency of which is hereby acknowledged, the parties agree as follows:

I.

Agreement for whatever cause or under whatever circumstance, shall not relieve or impair the obligations of either party arising prior to the effective date of any such modification or termination. Without limiting the generality of the foregoing, the provisions of Paragraphs I, II, III of this Agreement shall survive its termination until the accomplishment of all the requirements imposed by such paragraphs existing as of the date of termination of this Agreement. By way of illustration, the Corporation shall continue to be obligated to devote an and all non-expended funds received from the Governments and not returned to the Governments in accordance with the provisions of this Agreement, for the purposes provided in this Agreement and the Governments shall continue to be obligated to advance funds pursuant to Paragraph II of this Agreement for the payment of actual costs incurred or committed to by Corporation prior to the termination of this Agreement.

VIII.

This Agreement shall be executed in an original and four (4) copies, any one of which may be used for any purpose for which the original may be used.

IX.

For the purposes of this Agreement, any notices required to be sent to the parties shall be mailed to the following addresses:

LIBERTY COUNTY CONVENTION & VISITORS BUREAU, INC.

208 E. Court Street
Hinesville, Georgia 31313

CITY OF HINESVILLE

115 MLK Jr Drive
Hinesville, Georgia 31313

CITY OF FLEMINGTON

156 Old Sunbury Road
Flemington, Georgia 31313

LIBERTY COUNTY BOARD OF COMMISSIONERS

112 North Main Street
Hinesville, Georgia 31313

X.

LIBERTY COUNTY CONVENTION & VISITORS BUREAU, INC.

BY: _____
President

SEAL

ATTEST:

CITY OF HINESVILLE

BY: _____
Mayor

SEAL

ATTEST:

CITY OF FLEMINGTON

BY: Paul Hawkins
Mayor

SEAL

ATTEST:

LIBERTY COUNTY

BY: [Signature]
Chairman

ATTEST:

[Signature]

SEAL





City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025

Agenda Item: Polycart Request - 2025 American Legion Bike Ride

Prepared by: Rodonia Armstrong

Presented by: Kenneth Howard

PURPOSE: To Present for Mayor and Council Consideration, a request by the Liberty County Chamber of Commerce for the following number of poly-carts for the event listed below and for the fees to be waived.

Requests fifteen (15) Poly Carts for The American Legion Bike Ride Event, on Wednesday, August 20, 2025, at Bryant Commons Park, 438 W. Oglethorpe Hwy, Hinesville, GA. to be delivered to Bryant Commons on August 19, 2025.

BACKGROUND: None

FUNDING: The Liberty County Chamber of Commerce asks that the City waive the fees for the use of these containers as well as the delivery and collection associated with these services.

RECOMMENDATION: N/A

ATTACHMENTS:

1. Poly-cart Policy #2007-01

PREVIOUS COUNCIL DISCUSSION:

**A Policy of the
City of Hinesville
For the Provision of Garbage Containers
To Special Events**

It is the policy of the City of Hinesville to promote the health, safety and general welfare of the citizens of Hinesville by providing solid waste collection and disposal services. To that end the City Council of the City of Hinesville has determined that it is necessary and expedient to offer these services to special events that are held within the City. The terms and conditions of this service are as follows:

1. Organizers of special events desiring to have garbage services provided to the event by the City shall make their request in writing to the City Manager. The request shall state the date(s) of the event, the name of the organization or person sponsoring or organizing the event, a contact person for the event, the event location and the number of garbage containers requested.
2. A fee for the service will be established for the service based on a schedule of fees established by the City Council, which shall be maintained by the City Clerk. The schedule of fees may be revised from time to time by the City Council at its sole discretion.
3. The fee associated with these services may be waived if the permit fee for the event is waived by the City Council or if the event is sponsored / hosted by the City in whole or in part.

The effective date of this Policy shall be July 19, 2007.

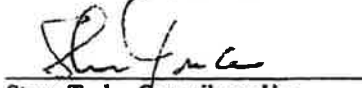
Adopted and approved this 19th date of July, 2007.

CITY OF HINESVILLE, GEORGIA

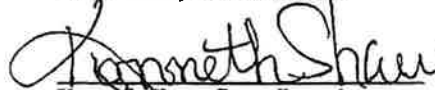

Thomas J. Ratcliffe, Jr., Mayor


David Anderson, Sr. Mayor Pro Tem


Charles Frasier, Councilmember


Steve Troha, Councilmember


Jack Shuman, Councilmember


Kenneth Shaw, Councilmember

ATTEST:


Sarah R. Lumpkin, City Clerk

**City of Hinesville
Calculation for Polycart Rental
as of March 19, 2015**

	During "normal" business hours	Outside of "normal" business hours
Delivery & pickup of polycarts	\$ 120.00	\$ 160.00
Collection cost	\$ 62.00	\$ 102.00
Disposal Cost (per 5 polycarts)	\$ 6.00	\$ 6.00
Fee for damaged or missing polycarts	\$ 75.00 per polycart damaged or missing	

**City of Hinesville
Calculation for Polycart Rental
as of March 19, 2015**

	<u>Regular Rate</u>	<u>Overtime Rate</u>
Delivery and Pickup Cost		
Pick-up Truck with Trailer	\$ 389.00	\$ 549.00
	<u>8.00</u>	<u>8.00</u>
Hourly Rate	48.63	68.63
Hours required for Delivery & pick up of carts	<u>2.00</u>	<u>2.00</u>
	\$ 97.25	\$ 137.25
Mileage Rate	0.555	0.555
miles (10 each way – for delivery & pick up)	<u>40</u>	<u>40</u>
	\$ 22.20	\$ 22.20
total delivery costs	<u><u>\$ 119.45</u></u>	<u><u>\$ 159.45</u></u>

**City of Hinesville
Calculation for Polycart Rental
as of March 19, 2015**

	<u>Regular Rate</u>	<u>Overtime Rate</u>
Collection Cost		
Daily Rental Rate for Garbage Truck with Fuel and Labor	\$ 496.00	\$ 816.00
	<u>8.00</u>	<u>8.00</u>
Hourly Rate	62.00	102.00
Hours required for collection	<u>1.00</u>	<u>1.00</u>
Collection Cost	<u><u>\$ 62.00</u></u>	<u><u>\$ 102.00</u></u>

**City of Hinesville
Calculation for Polycart Rental
as of March 19, 2015**

Disposal Cost

Tipping fee calculation

Average weight in 1 polycart in lbs 55.00 pounds

Total Pounds per Ton 2,000.00 pounds

Max weight in 1 polycart in tons 0.0275 tons

Avg weight - 5 polycarts in tons 0.1375

Tipping fee per ton \$ 41.91

Max tipping fee for 5 polycarts \$ 5.76



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025

Agenda Item: 2025 Tax Digest "Estimated Rollback Rate"

Prepared by: Kimberly Ryon

Presented by: Kimberly Ryon

PURPOSE: To approve the estimated roll back millage rate for the 2025 tax assessment notices as required by House Bill 581.

BACKGROUND: House Bill 581 was approved by voters in November 2024. This bill has many property tax procedural changes. One of those changes is the removal of the "estimate of current tax" based on last year's millage rate. Instead, the tax assessment notice will include the current year's "estimated roll-back rate". If the City adopts a rate that is more than the "estimated roll-back rate" that is printed on the assessment notices, we are required to put a disclaimer on the property tax bill.

FUNDING: None

RECOMMENDATION: It is our recommendation that the City of Hinesville submit to the tax assessors office an "estimated roll-back rate" of 10.10 mills.

ATTACHMENTS:

PREVIOUS COUNCIL DISCUSSION:



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025

Agenda Item: Resolution #2025-04 Home-ARP Supportive Services Grant Application

Prepared by: Kendra Ivy

Presented by: Jordan Gilliard

PURPOSE: To Present for Mayor and Council Consideration a request to approve Resolution #2025-04 HOME-ARP Supportive Services Grant Application.

BACKGROUND: On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (ARP) into law, which provided over \$1.9 trillion in relief to address the impact of the COVID-19 pandemic. The State of Georgia was allocated \$85 million in HOME-ARP funds from the U.S. Department of Housing and Urban Development (HUD) to develop and construct affordable rental housing and non-congregate shelters and assist with supportive services, through 2030. These activities must primarily benefit qualifying individuals and families who are homeless, at risk of homelessness, or in other vulnerable populations. DCA plans to allocate over \$5.7 million of HOME-ARP funds towards the Supportive Services. The Homeless Prevention Program is seeking funding for the following supportive services: Case Management, Financial Assistance Costs, Food, Transportation, Short-Medium Term Rent, and Housing Search & Counseling.

FUNDING: Total Grant Funds- \$250,000
Total In-Kind Match- \$62,500

RECOMMENDATION: Approval of Resolution #2025-04 HOME-ARP Supportive Services Grant Application

ATTACHMENTS:

1. Home ARP Budget
2. Home-ARP Resolution 2025-04

PREVIOUS COUNCIL DISCUSSION:



**Home-ARP Supportive Services Grant Application
Homeless Prevention Program
Budget**

Supportive Services	Amount
Case Management	\$40,000
Financial Assistance Costs	\$36,000
Short-Medium Term Rent	\$100,000
Food	\$12,000
Transportation	\$12,000
Housing Search & Counseling	\$50,000
Total Grant Funds	\$250,000
In-Kind Match (CM and Financial Assistance)	\$62,500
Total Project Budget	\$312,500

MATCH EXPLANATION:

- **\$20,000 Case Management**
- **\$22,500 Financial Assistance Costs**

CITY OF HINESVILLE

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HINESVILLE,
GEORGIA, DECLARING THE HOME-ARP SUPPORTIVE SERVICES GRANT
APPLICATION**

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) administers the HOME-ARP Supportive Services Program by awarding funds to respective States

WHEREAS, the Georgia Department of Community Affairs administers the HOME-ARP Supportive Services Program on behalf of the State by awarding funds to the local level, and;

WHEREAS, the Mayor and City Council authorize the Community Development Department to submit a grant application to the Georgia Department of Community Affairs for the total project budget of \$312,500.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The City of Hinesville hereby authorizes the CDD to submit a grant application for a total project budget of \$312,500, including a match of \$62,500.
2. The city of Hinesville will use the total amount of the allocated funds for the following supportive services: case management, financial assistance, food, transportation, short-medium term rent, and housing search & counseling.
3. That the City of Hinesville hereby approves this Resolution.

APPROVED this _____ day of April 2025.

Karl A. Riles, Mayor

Vicky C. Nelson, Mayor Pro Tem

Dexter L. Newby, Councilmember

José A. Ortiz Jr, Councilmember

Jason R. Floyd, Councilmember

Diana F. Reid, Councilmember

ATTEST:

Estella L. Roberson, City Clerk



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025

Agenda Item: Bid Award for RFP 2025-04 Irene B. Thomas Park Pavilion Renovation-**WITHDRAWN**

Prepared by: Kendra Ivy

Presented by: Ryan Arnold

PURPOSE: To Present for Mayor and Council Consideration, to award the bid for RFP 2025-04 Irene B. Thomas Park Pavilion Remodel

BACKGROUND: On June 28, 2024, a bid was issued to remodel the Irene B. Thomas Park Pavilion. The City received one bid for \$174,192.

On February 10, 2025, the scope was revised, and the bid was reissued. The City received no bids.

On March 10, 2025, the Bid was reissued. The City received one bid from Texas Atlantic Holdings LLC for \$72,030.93.

FUNDING: Available Funding: \$75,042.77 Community Development Block Grant

RECOMMENDATION: Approval to award Bid RFP 2025-04 to Texas Atlantic Holdings LLC for \$72,030.93.

ATTACHMENTS:

PREVIOUS COUNCIL DISCUSSION:



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025

Agenda Item: Bid Award for Liberty Transit Support Vehicle **WITHDRAWN**

Prepared by: Rodonia Armstrong

Presented by: Donna Dale, Tracey Howard

PURPOSE: To Present for Mayor and Council Consideration, the Bid Opening for a Liberty Transit Support Vehicle.

BACKGROUND: On October 17, 2024, City Council approved Resolution #2024-13 to provide notice of termination, for convenience, the Liberty Transit Third Party Operator and Maintenance Contract with RTW Management Inc. On October 21, 2024, a written and electronic notice of termination with an effective date of December 29, 2024, was sent to RTW Management Inc. As a result of the termination, Liberty Transit will need a support vehicle to facilitate in-house transit operations. In preparation for this transition, funding was allocated through the Georgia Department of Transportation Transit Trust Fund Program (TTFP) to cover the cost of this vehicle.

FUNDING: \$46,700 (FY25 Transit Trust Fund)

\$39,500 (Purchase Price)

\$ 0.00 (Local Match)

\$ 7,200 (Total)

RECOMMENDATION: Approval to award bid to J. C. Lewis Ford for one (1) Ford Explorer in the amount of \$39,500.00.

ATTACHMENTS:

PREVIOUS COUNCIL DISCUSSION:



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025

Agenda Item: Public Service Agency Program - Eligible Agencies

Prepared by: Temperance West

Presented by: Temperance West

PURPOSE: To Present for Mayor and Council Consideration, application submissions for Public Service Agency Program funding and allow the opportunity to disclose any conflicts of interest.

BACKGROUND: Customarily, the Mayor and Council elect to allocate the maximum of 15% of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) funding to the Public Service Agency Program. Local public service agencies utilize this funding to provide a variety of assistance to Hinesville citizens. Complete applications that were received by the March 28, 2025, deadline are presented for conflict of interest consideration. The Department of Housing and Urban Development (HUD) requires that any perceived or actual conflict of interest with prospective applicants be disclosed publicly.

FUNDING: N/A

RECOMMENDATION: N/A

ATTACHMENTS:

1. Attachment A (Eligible Organizations)
2. 2025 PSA Conflict of Interest Certification Council

PREVIOUS COUNCIL DISCUSSION:

2025 Eligible Organizations

Medbank Foundation, Inc.

Ms. Patricia Edwards, Executive Director

Prescription Medication Assistance

This agency will assist uninsured and underinsured residents obtain prescription medications.

JC Vision and Associates, Inc.

Ms. Dana Ingram, Executive Director

Tax Services and Tenant Landlord Resolution/Anti-Slumlord Advocacy

Program #1 - This program will provide low income tax clinic services to residents. The program will help individuals with representation in IRS related issues and provide taxpayers education about their tax responsibilities.

Program #2 – This program will provide tenant advocacy services and community education regarding Georgia’s tenant-landlord law.

Mary Lou Fraser Foundation for Families, Inc.

Ms. Teresa Winn, Executive Director

Counseling Services

This organization provides individual, family, and group counseling services to child victims of abuse or other traumas.

Senior Citizens, Inc.

Ms. Patricia Lyons, President

Elderly Support Services

This agency provides meals to home-bound seniors, adult day care services to frail seniors, and operates a senior center where individuals gather for socializations, activities, and meals.

United Way of the Coastal Empire, Liberty County Backpack Buddies Program

Ms. Kristen Hopkins-Graham, Liberty County Director

Food Distribution services

This organization will aid in distributing food to children identified by Liberty County School System Social Workers or teachers as experiencing food insecurities at home.

Liberty County, Re-entry Coalition, Inc, SOAR Re-entry Center

Ms. Daisy Jones, Executive Director

Re-entry Support Services

This organization will support formerly incarcerated people through increasing opportunities for successful reintegration.

Frank Callen Boys & Girls Clubs: Liberty County Project

Mr. Mark Lindsay, CEO

Youth Mentoring Services

The Frank Callen Boys & Girls Clubs: Liberty County Project (FCBGCLC) works with young people from disadvantaged economic, social and family circumstances. They offer daily access to a broad range of programs in five 2 core program areas (Character and Leadership Development; Education and Career Development; Health and Life Skills; The Arts; and Sports, Fitness and Recreation) and several specialized initiatives.

**PUBLIC SERVICE AGENCY
CONFLICT OF INTEREST CERTIFICATION**

2025 Eligible Agencies:

- Senior Citizens, Inc.
- Mary Lou Fraser Foundation for Families, Inc.
- JC Vision & Associates, Inc.
- Medbank Foundation, Inc.
- UWCE, Liberty County Backpack Buddies Program
- Liberty County Re-entry Coalition, Inc. SOAR Re-Entry Center
- Frank Callen Boys & Girls Club: Liberty County Project

_____ I am not affiliated with any agencies eligible to apply for 2025 Public Service Agency funding via the City of Hinesville.

_____ I hereby acknowledge that I am affiliated with the following organization in the capacity noted below. I am aware that the agency is eligible to apply for the 2025 Public Service Agency funding via the City of Hinesville. I have no direct decision-making authority or oversight responsibility for this program. I will not attempt to influence decisions regarding application review.

Organization

Capacity

Name

Signature

Date



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
Agenda Item: Municipal Court Judge Contract
Prepared by: Christy Deloach
Presented by: Kenneth Howard

PURPOSE: To present the Municipal Court Judge Contract for Mayor and Council review.

BACKGROUND: Contracting the services of Kenneth Pangburn, as Municipal Court Judge pursuant to Chapter 10 Section 10-2 of the City of Hinesville Municipal Code of Ordinances.

FUNDING:

RECOMMENDATION:

ATTACHMENTS:

1. Proposed final draft-Municipal Court Judge Contract 12-17-24
2. House Bill 456

PREVIOUS COUNCIL DISCUSSION:

This Agreement (also referred to as "Contract") to provide Municipal Court Judge Services is made and entered into effective as of **(INSERT DATE)**, by and between the **CITY OF HINESVILLE, GEORGIA** (also referred to as the "City"), a municipal corporation of the State of Georgia and **KENNETH D. PANGBURN**, Municipal Court Judge.

WITNESSETH:

WHEREAS, the **CITY** desires the services of **KENNETH D. PANGBURN**, as Municipal Court Judge (hereinafter referred to as "Judge") pursuant to Chapter 10 Section 10-2 of the City of Hinesville Municipal Code of Ordinances; and

WHEREAS, Judge Pangburn is qualified to serve as Municipal Court Judge pursuant to O.C.G.A. Sec. 36-32-1.1, and pledges to honestly and faithfully discharge the duties of the office to the best of his ability, without fear, favor, or partiality; and

WHEREAS, the Mayor and City Council confirmed Judge Pangburn's appointment as City of Hinesville Municipal Court Judge on August 7, 2014, and he has been serving in such capacity since that date; and

WHEREAS, the City and Judge Pangburn understand that this is a council-appointed, part-time position, and that the Judge serves at the pleasure of the Mayor and Council; and

WHEREAS, from this day forward, Judge Pangburn shall serve in said capacity as an independent contractor, and shall not be considered an employee of the City for any purpose(s) whatsoever; and

WHEREAS, the Municipal Court Judge is under the administrative direction of the City Manager; and

WHEREAS, the Judge is responsible for conducting and controlling Municipal Court proceedings and overseeing support staff which are employees of the City; and

WHEREAS, it is the desire of all parties hereto to establish and set forth their mutual responsibilities one to the other; and

WHEREAS, in order to provide for the services of the Municipal Court Judge and to establish compensation for such services, it is appropriate for the City to enter into an Independent Contract Services Agreement with Judge Pangburn for such services; and

NOW, THEREFORE, in consideration of the mutual covenants, conditions, and terms contained herein, the City of Hinesville and Judge Kenneth Pangburn, agree as follows:

1. QUALIFICATIONS OF JUDGE:

The Judge shall be, and remain, an attorney admitted to practice law in the State of Georgia at all times during the term and any successive terms of this Agreement. The Judge must also be a citizen in the United States of America and the State of Georgia. The Judge must comply with all the requirements for service as a Municipal Court Judge, including, but not limited to, satisfactorily completing the training requirements prescribed by the Municipal Courts Training Council (O.C.G.A. Section 36-32-27(c)).

[Pursuant to O.C.G.A. 36-32-27(b), a newly appointed Municipal Court Judge is required to complete twenty (20) hours of training to become “Certified”; the training must be completed within one (1) year of the date of the Judge’s appointment.] 12 hours of yearly training are required each year thereafter. All costs for said training shall be paid by the City.

2. INDEPENDENT CONTRACTOR STATUS:

This Agreement does not create, and shall not be construed to create an employee, representative, joint venture, a partnership relationship between the City and the Judge. Neither party is an agent of the other party for any purpose whatsoever. At all times during the term(s) of this Agreement, neither party will function as or represent itself to be the other party or its agent, and no officer, employee, or agent of one party shall hold himself/herself out to be an officer, employee, or agent of the other party.

As an independent contractor, the Municipal Court Judge, his/her agents and subcontractors, including, but not limited to any Judge Pro Tem and/or Associate Judge is not entitled to, and shall not receive any benefits normally provided by the City to its employees, including, but not limited to, medical insurance coverage, Workers’ Compensation coverage, retirement pay, profit sharing, vacation pay, sick leave, disability, or similar benefit, except as expressly provided herein.

The Municipal Court Judge may engage in the private practice of law; provided, however, the Judge shall not practice law in the court on which he/she serves, or act as a lawyer in proceedings for which he/she may have served as a judge or in any proceeding related thereto; nor should he/she practice law in any court over which the court he/she serves as a part-time judge conducts appellate review.

The Municipal Court Judge is independent from the City when performing his/her judicial responsibilities, and nothing contained herein shall be construed to interfere with the Judge when performing his/her judicial duties.

3. PRO TEMPORE (PRO TEM) MUNICIPAL COURT JUDGE SERVICES:

While it is agreed that the Judge shall personally serve as the Municipal Court Judge, and shall be available to fill the duties of the office generally, it is anticipated that ethical conflicts, scheduling conflicts, vacations, illness, etc., will occasionally require the appointment of pro tem

municipal judges. It is understood that it is in the interest of both parties to maintain an active pool of pro tem judges so that the work of the Municipal Court will not be interrupted when the presiding Municipal Court Judge must be absent from that position.

When serving in the absence of the Judge, the Judge Pro Tem and the Associate Judge are solely responsible for his/her judicial decisions. Judicial decisions include, but are not limited to, establishment of a standard bail schedule, determination of bail in individual cases, determination of financial ability, determination of conditions of probation, determination of liability, and determination of eligibility for indigent defense, and for alternatives to monetary penalties, including community service and penalty or fine reductions.

4. TERM OF AGREEMENT:

The Municipal Court Judge's term of office and the term of this Agreement shall be for two (2) years, beginning on the date set forth on page one of this Agreement, and continuing until **(INSERT DATE)**, unless earlier terminated as described below. This Agreement may be renewed upon the terms set forth herein or upon any other terms mutually agreeable to both parties.

5. REQUIRED REPORTING:

The Judge shall immediately report to the City Manager any change(s) affecting This/her membership in good standing in the Georgia Bar Association, and any training deficiencies.

6: SCOPE OF SERVICES:

The Judge shall perform all duties legally prescribed for a judicial officer, serving as a Judge of a lawfully constituted Municipal Court according to the requirements of the Georgia Constitution, the Official Code of Georgia, the Code of Judicial Conduct, the Uniform Rules of Municipal Courts of the State of Georgia and such other rules as may be promulgated by the Supreme Court of the State of Georgia. In addition, the Judge shall act in accordance with any published opinions of the Judicial Qualifying Committee, and the terms of any applicable Judicial Emergency Order. The Judge shall preside over all pre-trial conferences, cases, trials, and hearings, or arrange for a Judge Pro Tem to do so.

In order to promote uniformity in Municipal Court Procedures and sentencing, the Judge shall instruct the Pro Tem Municipal Court Judge concerning procedures and customary sentences in order to promote uniformity to the greatest extent possible. The Judge shall provide a copy of this Agreement to the Judge Pro Tem and Associate Judge, and obtain his/her agreement to comply with all of the terms and conditions contained herein.

7: JUDICIAL INDEPENDENCE AND ADMINISTRATION:

The Judge, the Associate Judge, and all Judges Pro Tempore are independent from the City when performing judicial responsibilities, and nothing contained herein shall be construed to interfere with a Judge when performing his/her judicial duties. The Judge, or any Judge Pro Tempore, serving in the absence of the Judge, is solely responsible for his/her judicial decisions. Judicial decisions include, but are not limited to, establishment of a standard bail

schedule if the judge deems appropriate, establishment of a standard fine schedule for use with violations that do not require court appearances, determination of fines and punishment in individual cases, determination of bail in individual cases, establishment of standing orders regarding offenses for which cash bail is not required, determination of financial ability, determination of conditions of probation, determination of liability, and determination of eligibility for indigent defense and for alternatives to monetary penalties, including community service, and penalty or final reductions.

Furthermore, the Judge is responsible for doing the following:

- Performing all duties legally prescribed for a judicial officer serving as a Judge of a lawfully constituted Municipal Court according to the requirements of the Georgia Constitution, the Official Code of Georgia, the Code of Judicial Conduct, the Uniform Rules, Municipal Courts of the State of Georgia and such other rules as may be prescribed by the Supreme Court of the State of Georgia. In addition, the Judge shall act in accordance with any published opinions of the Judicial Qualifying Committee or its successor;
- At all times faithfully and to the best of his/her ability administer activities of the Court, assign, and hear all cases and fulfill all obligations of the Court as established by State or local law, rule, statute, regulation, and city ordinance;
- Conducting first appearance and bond hearings for any person detained in jail on a charge in Municipal Court on the immediate Wednesday following the person's arrest;
- Providing quarterly reports to the City Manager of the Municipal Court judicial functions, including pretrial conferences, scheduling of Pro Tem Judges, and annual reviews of the financial condition of the Municipal Court system;
- Presiding over civil and criminal violations in the City of Hinesville, traffic and parking cases, arraignments, trials, issue warrants, bond hearings, pretrial hearings, City of Hinesville Code violations, all other hearings, and set forth the courtroom calendar;
- Developing and carrying out policies for trial procedures, including the adoption of an appropriate bail schedule;
- Coordinating with the City Attorney and Court Clerk to reduce or eliminate backlogs of pending cases;
- Annually reviewing data gathered by the City regarding cases generated by the City of Hinesville Police Department, which are being filed in the Municipal Court;
- Preparing a quarterly report concerning Municipal Court operations, and personally presents the report to the City Manager;
- In coordination with the Court Clerk, provide proper training of court staff and officials subject to the Judge's direction and control regarding court procedures and the use of court forms and updating such training as necessary;
- In coordination with the City Attorney and the Court Clerk, approve court forms and procedures necessary for the proper exercise of constitutional rights and other compliance with the law, and updating such forms and procedures as necessary;

- In coordination with the City Attorney and Court Clerk, provide proper training of court staff and officials subject to the Judge's direction and control regarding court procedures and the use of court forms and updating such training as necessary;
- Ensuring that court staff and officials subject to the Judge's direction and control use approved forms, follow approved procedures, and comply with applicable provisions of the Code of Judicial Conduct, court rules, ordinances, and statutes;
- Notifying the City Manager of any Judicial Emergency Orders and any actions required to comply with such orders, including, but not limited to, actions that impact remote technology needs, city buildings, and city staff;
- Notifying the City Manager of additional resources necessary to ensure compliance with applicable laws and rules;
- Notifying the City Manager of performance deficiencies, and make recommendations to the City to improve the financial or other operational conditions of the Municipal Court;
- Review all reports and other communications from the Georgia Department of Community Supervision Misdemeanor Probation Oversight Program and taking any actions the Judge deems necessary or appropriate;
- The Judge understands that Municipal Court staff adhere to the same applicable personnel policies as other city employees. The Parties agree that the Judge will participate in the review and amendment of any such policies to ensure that they recognize the unique nature of court employment and the Judge's rights and responsibilities with respect to court employees;
- Conferring with the City Manager or his/her designee to coordinate administrative activities concerning City procedures, policies, and the budget in an effort to retain and insure consistency and common practices throughout the City;
- The Judge acknowledges that Municipal Court employees may perform other duties for the City that are not in conflict with the separation of powers;
- The Judge will confer with the City Manager or his/her designee, to coordinate administrative activities concerning City procedures, policies, and the budget in an effort to retain and insure consistency and common practices throughout the City.

The Court Clerk shall be appointed by the City Manager. Other than the Judge, the Judge Pro Tem, and the Associate Judge, the Court Clerk, and all other court staff are City employees and are subject to city's personnel policies and procedures. However, they are subject to the Judge's direction and control when performing duties for the Court. Their salaries, benefits, hours of work, and working conditions shall be established by the City.

The Judge understands that the Municipal Court staff shall adhere to the same personnel policies as other City of Hinesville employees. The Parties agree that the Judge will participate in the review and/or amendment of any such policies to ensure that they recognize the unique nature of court employment and the Judge's responsibilities with respect to court employees. The Judge acknowledges that the Court Clerk may perform other duties for the City that are not in conflict with the separation of powers.

The Judge will confer with the City Manager or his/her designee to coordinate administrative activities concerning City procedures, policies, and the budget in an effort to retain and ensure consistency and common practices throughout the City.

8. COMPENSATION:

Judge Pangburn shall be paid twenty-six thousand dollars (\$26,000) annually, in an amount to be paid in equal monthly installments. The Judge's compensation is set by the Mayor and Council, and may be increased but not decreased during the Judge's term of office.

9. METHOD OF PAYMENT:

The Municipal Court Judges' monthly base pay is automatically paid by the City. Invoices for the Associate and Pro Tempore Judges' services and/or reimbursement of allowable expenses are submitted directly to the Municipal Court Clerk for review and approval. Approved invoices are then forwarded to the City's Finance Department for payment.

10. DUES AND SUBSCRIPTIONS:

The Municipal Court Judge shall maintain membership in the Georgia Council of Municipal Court Judges, and all fees required for such membership shall be paid by the City.

11. EXPENSE REIMBURSEMENT:

The Municipal Court Judge is entitled to be reimbursed for actual expenses incurred in performance of his/her official duties, and is eligible to receive mileage payments and a per diem allowance for lodging, meals, beverages, and incidental expenses reasonably incurred in the performance of his/her official duties. The per diem is based on the allowable standard federal rate. In no event, however, will the Judge be reimbursed the cost of any alcoholic beverage, even when consumed with meals.

12. TERMINATION/REMOVAL:

The Judge may terminate this Agreement upon a minimum thirty (30) days written notice prior to his/her effective date of termination, unless otherwise mutually agreed to by both Parties.

The Judge may be removed from the position of Municipal Court Judge during the term of this Agreement for the reasons and upon the procedures set forth in O.C.G.A. Section 36-32-2.1.

13. COURT SCHEDULE/HOURS OF WORK:

The Municipal Court shall convene every Wednesday from 8:00 a.m. to 4:00 p.m., excluding Federal, State, and local holidays. However, the Parties understand that the operational hours of the Court and the Judge's work schedule vary depending on the Court's docket and caseload.

14. CONTRACT ADMINISTRATOR:

This Agreement shall be administered by the City Manager, and/or his/her designee on behalf of the City and by the Municipal Court Clerk on behalf of the Judge. Any written notices to be served on either party shall be served or mailed to the following addresses with a copy by email:

IF TO THE CITY

Kenneth Howard
115 East M.L. King Jr. Driver
Hinesville, GA 31313
khoward@cityofhinesville.org

IF TO THE JUDGE

Kenneth D. Pangburn
405 Richmond Lane
Hinesville, GA 31313
kenpangburn@gmail.com

15. MERGER AND AMENDMENT:

This Agreement contains the entire understanding of the City and the Judge with respect to the matters set forth herein, and any prior or contemporaneous understandings are merged herein.

This Agreement shall be governed under the laws of the State of Georgia, and any dispute regarding this Agreement shall be resolved in the Liberty County Superior Court, State of Georgia.

16. SEVERABILITY:

If any provision or a portion thereof contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or any portion thereof, shall be deemed its application to any circumstance, is held invalid, the remainder of this Agreement, and its application to other circumstances is not affected.

IN WITNESS WHEREOF, the Parties hereto do hereby execute this Agreement.

CITY OF HINESVILLE

By: _____

Kenneth Howard
City Manager

Date: _____

Approved as to Form:

City Attorney

MUNICIPAL COURT JUDGE

By: _____

Kenneth Pangburn
Municipal Court Judge

Date: _____

(Exhibit A- See current GMA Municipal Court Self-Assessment posted on www.gacities.com under Publications/Municipal Courts for Elected Officials; Review and Revise with City Attorney before attaching)

(Exhibit B – See current GMA Sample Annual Report & Affirmation for Municipal Court Judges and Clerks posted on www.gacities.com under Publications/Municipal Courts for Elected Officials, Review and revise with City Attorney before attaching)

DRAFT

House Bill 456 (AS PASSED HOUSE AND SENATE)

By: Representatives Gunter of the 8th, Lumsden of the 12th, Scoggins of the 14th, Silcox of the 53rd, and Collins of the 71st

A BILL TO BE ENTITLED

AN ACT

1 To amend Article 1 of Chapter 32 of Title 36 of the Official Code of Georgia Annotated,
2 relating to general provisions regarding municipal courts, so as to increase the term for
3 municipal court judges from one year to two years unless otherwise provided for in a
4 municipality's charter; to provide for removal of municipal court judges for breach of
5 contract; to provide for an effective date and applicability; to provide for related matters; to
6 repeal conflicting laws; and for other purposes.

7 BE IT ENACTED BY THE GENERAL ASSEMBLY OF GEORGIA:

8 SECTION 1.

9 Article 1 of Chapter 32 of Title 36 of the Official Code of Georgia Annotated, relating to
10 general provisions regarding municipal courts, is amended by revising paragraph (1) of
11 subsection (a) of Code Section 36-32-2, relating to appointment of judges, as follows:

12 "(a)(1) Notwithstanding any other provision of this chapter or any general or local Act,
13 the governing authority of each municipal corporation within this state having a
14 municipal court, as provided by the Act incorporating the municipal corporation or any
15 amendments thereto, is authorized to appoint a judge of such court. Any individual
16 appointed as a judge under this Code section shall possess such qualifications as set forth

H. B. 456

- 1 -

17 in Code Section 36-32-1.1 and shall receive such compensation as shall be fixed by the
18 governing authority of the municipal corporation. Notwithstanding the failure of the
19 governing body of a municipal corporation to enter into a written agreement or enact an
20 ordinance as provided for in this paragraph, any individual appointed as a judge under
21 this Code section shall serve for a minimum term of ~~one year~~ two years from the date of
22 appointment as reflected in the minutes of the municipal corporation, unless such
23 municipal corporation's charter provides for a longer term, and until a successor is
24 appointed or if the judge is removed from office as provided in Code Section 36-32-2.1.
25 Such term shall be memorialized in a written agreement between such individual and the
26 governing authority of the municipal corporation or in an ordinance or a charter. If such
27 term is memorialized in a written agreement, such agreement shall not include any
28 geographic limitation concerning a judge's eligibility to serve and shall not contain any
29 provision that a judge serve in an at-will capacity."

30 SECTION 2.

31 Said article is further amended by revising subsection (b) of Code Section 36-32-2.1, relating
32 to removal of judges, as follows:

33 "(b)(1) A judge may be removed during his or her term of office by a two-thirds' vote of
34 the entire membership of the governing authority of the municipal corporation for:

35 (A) Willful misconduct in office;

36 (B) Willful and persistent failure to perform duties;

37 (C) Habitual intemperance;

38 (D) Conduct prejudicial to the administration of justice which brings the judicial office
39 into disrepute; or

40 (E) Disability seriously interfering with the performance of duties, which is, or is likely
41 to become, of a permanent character.

42 (2) A municipality may define in its charter further conduct that may lead to a judge's
43 removal.

44 (3) Where a municipality has entered into a written agreement with an individual
45 memorializing the terms and conditions of his or her appointment as judge, and the
46 municipality alleged a breach of the agreement:

47 (A) Written notice of such breach shall be given to the judge;

48 (B) The judge shall have up to 30 days after receiving the notice to cure the alleged
49 breach;

50 (C) Where a municipality seeks to remove a judge for breach of the agreement, such
51 removal during a judge's term shall only occur in the event of a material breach; and

52 (D) Removal for a material breach may only be done subject to the provisions of
53 subsection (c) of this Code section."

54 **SECTION 3.**

55 This Act shall become effective on July 1, 2024, and shall apply to written agreements
56 entered into on or after such date.

57 **SECTION 4.**

58 All laws and parts of laws in conflict with this Act are repealed.



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
Agenda Item: Roadway Drainage Improvements
Prepared by: Paul Simonton
Presented by: Paul Simonton

PURPOSE: To Present for Mayor and Council Consideration, to award bid for Roadway Drainage Improvements.

BACKGROUND: Several roads in the City of Hinesville are facing issues with roadway failure. An investigation into Barry McCaffery Boulevard, Forest Street and Christopher Drive revealed that while the base and subgrade material were adequate, groundwater in the roadway sub-grade was contributing to the failures. To address this, it is essential to first eliminate the saturated subgrade before any repairs can be made. Plans have been developed to install subgrade drains on the affected roads, and the project has been properly advertised for bidding.

Although the project was sent to three (3) contractors, we only received one (1) bid from C. A. Sittle Landscaping for the amount of \$176,372.00. Value Engineering of the proposal resulted in a reduction of \$19,000.00 resulting in a revised bid of \$152,372.00.

Cost Split by Street being improved:

Christopher Drive	\$ 77,021.00
Forest Street	\$ 35,772.00
Barry McCaffery	\$ 44,347.00

FUNDING: TSPLOST

RECOMMENDATION: Approval to award Roadway Drainage Improvements to C. A. Sittle Landscaping in the amount of \$157,372.00.

ATTACHMENTS:

1. 2024-92 Bid Tabulation

PREVIOUS COUNCIL DISCUSSION:

Roadway Improvements
City of Hinesville
SE # 2024-92
Bid Tabulation

Item	Estimated Quantity	Units	Description	Unit Price	Total Price
Sittle Construction					
1	1	LS	Initial Investigation		\$ 3,000.00
2	1	LS	Clearing and Plant Adjustment		\$ 1,500.00
3	1	LS	Structure & Mailbox Adjustment		\$ 1,500.00
4	3	EA	Brick Mailbox Rebuild (if Required)	\$ 2,000.00	\$ 6,000.00
5	600	LF	4" Sock Drain	\$ 50.00	\$ 30,000.00
6	1695	LF	6" Sock Drain	\$ 52.00	\$ 88,140.00
7	9	EA	Conn to Exist Drain Box	\$ 1,000.00	\$ 9,000.00
8	125	SY	Driveway R&R	\$ 160.00	\$ 20,000.00
9	2500	LF	Silt Fence	\$ 3.00	\$ 7,500.00
10	4000	SF	Sod	\$ 1.00	\$ 4,000.00
11	1	LS	Permanaent Grassin (Barry McCaffery Blvd)		\$ 2,500.00
12	1	LS	Mobilization		\$ 3,000.00
Total					\$ 176,140.00



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
Agenda Item: Krebs Park Expansion
Prepared by: Paul Simonton
Presented by: Paul Simonton

PURPOSE: The project includes:

- Conversion of the existing tennis court to 4 more Pickleball courts for a total of 6 Pickleball Courts.
- Construction of a new tennis court (sized to accommodate conversion to 4 Pickleball Courts if needed)
- Modification to sports lighting to service the new tennis courts
- Relocation of a portion of the walking trail and modification to the electrical and irrigation system
- Krebs Park Sign structure

BACKGROUND: The low price bidder did not meet the MWBE Goals outlined in the bid documents. The two lowest bids were evaluated based on City-established scoring criteria.

Bid Evaluation based on City Scoring Criteria:

Swindell Construction score = 85

Sittle Construction score = 80

FUNDING: SPLOST

RECOMMENDATION: To award the Krebs Park Expansion project to Swindell Construction in the amount of \$312,240.00.

ATTACHMENTS:

1. Scoring Criteria
2. Bid Tabulation

PREVIOUS COUNCIL DISCUSSION:

B. Award of the project will be made based on the bidder with the highest score. The scoring criteria will be based on the following:

- **Minority and Women-Owned Business Enterprise Policy**

- o The bidder will describe how they plan to meet the M/WBE goals that have been established for the project. It will be determined if the bidder has met MBE and WBE goals individually and collectively, thereby satisfying the MWBE goal. If the bidder does not meet the MWBE goal, they must meet Good Faith Efforts with the proper documentation required under the M/WBE policy.

- o Scoring values:

- 10 points if MWBE Goals are met.
- 5 points if Good Faith effort is met.
- 0 points if Goal nor Good Faith effort are met

- **Contract Price Provisions**

- o The bidder's proposed price will be weighed heavily based on the budget for the project.

- o Scoring Values

- 85 points for Low Bid
- 75 points Second Low Bid within 5% of the low bid
- 70 points Second low bid more than 5% of the low bid
- 65 points for Third Low Bid
- Each subsequent bidder with a higher value will receive a score 5 points lower than the previous

- **Local Preference**

- o The bidder will be awarded points based on meeting the criteria of being deemed local by certain criteria such as:

- Business being located within the geographic boundaries in the City of Hinesville or Liberty County
- Business where at least 51 percent of the owners of the business are residents of the City of Hinesville or Liberty County, but the business is located outside of the City or County.
- Business where at least 51 percent of the employees of the business are residents of the City of Hinesville or Liberty County, but the business is located outside of the City or County.

- o Scoring Value:

- 5 points for local proposer

All proposals will be reviewed and scored by the review committee. In the event of a tie the contract will be awarded to the bidder with the lowest price.



Kreb's Park Expansion
City of Hinesville
SE # 2020-97.2

I Certify that this tabulation is a true and
representation of the bids received on March 20,
2025

Bid Tabulation			RL Construction		Swindell Construction		Sittle Construction		
Item	Estimated Quantity	Units	Description	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
General									
1	1	LS	Irrigation Demolition & Grubbing	\$ 24,300.00	\$ 24,300.00	\$ 7,500.00	\$ 7,500.00	\$ 21,000.00	\$ 21,000.00
3	1	LS	Grading	\$ 52,000.00	\$ 52,000.00	\$ 40,200.00	\$ 40,200.00	\$ 27,000.00	\$ 27,000.00
4	1	LS	Convert Tennis Ct to Pickleball Cts	\$ 58,050.00	\$ 58,050.00	\$ 55,000.00	\$ 55,000.00	\$ 31,590.00	\$ 31,590.00
5	1	LS	Complete	\$ 137,025.00	\$ 137,025.00	\$ 95,000.00	\$ 95,000.00	\$ 132,400.00	\$ 132,400.00
5	1	LS	New Tennis Court Complete						
Vinyl Coated Chain Link Fence									
6									
a	300	LF	10' Tall Fencing	\$ 190.00	\$ 57,000.00	\$ 130.00	\$ 39,000.00	\$ 83.00	\$ 24,900.00
b	240	LF	4' Tall Fencing	\$ 110.00	\$ 26,400.00	\$ 28.00	\$ 6,720.00	\$ 61.00	\$ 14,640.00
c	1	EA	20' Dual Gate (10' tall)	\$ 6,075.00	\$ 6,075.00	\$ 2,570.00	\$ 2,570.00	\$ 2,000.00	\$ 2,000.00
d	2	EA	4'x 4' Pedestrian Gate	\$ 880.00	\$ 1,760.00	\$ 500.00	\$ 1,000.00	\$ 300.00	\$ 600.00
7	335	LF	1" Electrical Lighting Conduct		NIC		NIC		NIC
8	100	LF	2" Electrical Lighting Conduct		NIC		NIC		NIC
9	1	LS	Electrical for Musco Lighting		NIC		NIC		NIC
10	1	LS	Mobilization	\$ 13,500.00	\$ 13,500.00	\$ 9,000.00	\$ 9,000.00	\$ 10,000.00	\$ 10,000.00
Site Work									
11	1	EA	Park Sign	\$ 25,100.00	\$ 25,100.00	\$ 21,200.00	\$ 21,200.00	\$ 38,000.00	\$ 38,000.00
12	70	LF	Trench Excavation and Backfill with 57 Stone	\$ 1,100.00	\$ 77,000.00	\$ 50.00	\$ 3,500.00	\$ 40.00	\$ 2,800.00
13	40	LF	Retaining Walls	\$ 135.00	\$ 5,400.00	\$ 150.00	\$ 6,000.00	\$ 150.00	\$ 6,000.00
14	1	EA	Water Foundation	\$ 8,303.00	\$ 8,303.00	\$ 5,700.00	\$ 5,700.00	\$ 3,500.00	\$ 3,500.00
15	1	LS	Irrigation System Replacement	\$ 1,800.00	\$ 1,800.00	\$ 4,500.00	\$ 4,500.00	\$ 6,000.00	\$ 6,000.00
16	15	SY	Sidewalk and Misc Conc. (4")	\$ 304.00	\$ 4,560.00	\$ 150.00	\$ 2,250.00	\$ 200.00	\$ 3,000.00
Erosion & Sediment Control									
17	1	EA	Construction Exit	\$ 3,500.00	\$ 3,500.00	\$ 500.00	\$ 500.00	\$ 3,000.00	\$ 3,000.00
18	500	LF	Silt Fence Type N	\$ 10.00	\$ 5,000.00	\$ 6.00	\$ 3,000.00	\$ 7.50	\$ 3,750.00
19	1	EA	Concrete Washout	\$ 2,100.00	\$ 2,100.00	\$ 100.00	\$ 100.00	\$ 2,000.00	\$ 2,000.00
20	2	EA	Silt Trap Sd2SS	\$ 340.00	\$ 680.00	\$ 250.00	\$ 500.00	\$ 350.00	\$ 700.00
21	1	LS	Temporary Grassing	\$ 6,750.00	\$ 6,750.00	\$ 250.00	\$ 250.00	\$ 2,000.00	\$ 2,000.00
22	5000	SF	Sod to Match Existing	\$ 1.75	\$ 8,750.00	\$ 1.50	\$ 7,500.00	\$ 1.70	\$ 8,500.00
23	50	SY	4" Thick Red Pine Mulch	\$ 25.00	\$ 1,250.00	\$ 25.00	\$ 1,250.00	\$ 25.00	\$ 1,250.00
Total Bid					\$ 526,303.00		\$ 312,240.00		\$ 344,630.00



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
Agenda Item: Peddler's License Request
Prepared by: Deridra Weeks
Presented by: Deridra Weeks

PURPOSE: Dyneekha McNair would like a 2025 Peddler's License to operate an ice cream truck. The Inspections and Fire Departments have reviewed and approved the application.

BACKGROUND: None

FUNDING: None

RECOMMENDATION: Approval

ATTACHMENTS:

1. Ice E Pop Application
2. Ice E Pop Routing Slip
3. Ice E Pop HPD Routing Slip
4. Ice E Pop Peddler Background Check
5. Ice E Pop Summary Sheet

PREVIOUS COUNCIL DISCUSSION: None

LICENSE YEAR: 2025



FOR OFFICE USE ONLY
3-21-25
Date Received: _____
New: _____
Business Type: CWA CNA IIB OS _____
Bldg Insp: _____
Zoning: _____
Zoned: _____
Police: _____
Fire: _____
Change in Ownership: _____
Date: _____
Date: _____
Date: _____

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
www.cityofhinesville.org

APPROVED

FOR TRANSIENT MERCHANT/PEDDLER
LICENSE ISSUANCE

03/25/2025

DEPARTMENT OF INSPECTIONS

Dyneekha McNair

NAME OF APPLICANT:

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

[REDACTED]
SOCIAL SECURITY NUMBER:

[REDACTED]
/DATE/YEAR

92-3695227

FEDERAL TAX ID NUMBER:

Po box 102 Ludowici GA 31316

PERMANENT MAILING ADDRESS:

912-698-6301

PHONE NUMBER:

Ice cream truck

DESCRIBE THE NATURE OF BUSINESS:

Dyneekha McNair

PO Box 102 Ludowici GA 31316

MANAGER'S NAME:

MANAGER'S MAILING ADDRESS:

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

N/A

IF YES, STATE AND DATE OF CORPORATION:

Ice E Pop LLC

2327 Suttle Court Hinesville GA 31313

BUSINESS NAME:

BUSINESS PERMANENT ADDRESS:

NAME OF REPRESENTATIVE:
(if different from applicant)

BIRTH DATE: MONTH/DATE/YEAR:

SOCIAL SECURITY NUMBER:

PO Box 102 Ludowici GA 31316

PERMANENT MAILING ADDRESS:

Pre-Package

TYPE OF MERCHANDISE OR SERVICE OFFERED FOR SALE:

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

DATES OF BUSINESS IN CITY:

HOURS OF OPERATION:

TOTAL DAYS

FROM: 3/19/25 TO: 12/31/25 FROM: 10a TO: 9 pm

EXPLAIN HOW BUSINESS WILL BE CONDUCTED:

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

Allenhurst

Hinesville

LICENSE FEE COMPUTATIONS

Amount per day _____ X _____ days
(Maximum \$500.00)

(Enter Amount Due)

\$ _____

Admin Fee Due for New Application

\$ _____

Other Fees

\$ _____

TOTAL DUE:

\$ _____

TOTAL RECEIVED \$ _____

IMPORTANT - PLEASE READ CAREFULLY:

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

THIS 24 DAY OF March 20 25

Dyneekha McNair
(AUTHORIZED SIGNATURE OF APPLICANT)

Personally, before me the undersigned appeared _____
true and correct.

Dyneekha McNair who on Oath has sworn that the above information given therein is

Sworn to and subscribed before me this _____

day of March

20 25

STATE OF: GA

Liberty

CITY OF: Hinesville

NOTARY STAMP OR SEAL:



NOTARY PUBLIC: Deridra Weeks

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: _____

DEPARTMENTAL APPROVAL ROUTING FORM

DEPARTMENTS			ROUTE SEQ	ACTION CODE	DATE		INITIALS		Subj: Applicant Name		
					In	Out	Concur	Non Concur	Subj: Event Name		
LCPC									Subj: Event Date		
INSPECTIONS ZONING DEPARTMENT									EVENT OR VENUE COMMENTS:		
GIS											
FIRE DEPARTMENT											
POLICE DEPARTMENT											
YES	NO	security required									
CITY CLERK									FOR BUSINESS LICENSE USE ONLY		
BUSINESS LICENSE OFFICE											
ACTION CODES									Yes	No	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			Yes	No	Requires Mayor & Council Approval	Council Meeting Date:
S -	SIGNATURE			R -	RECOMMENDATION			SIGNATURE:			Last Action Date:

DEPARTMENTS PLEASE INDICATE CONCERNS BELOW:

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: _____

DEPARTMENTAL APPROVAL ROUTING FORM

DEPARTMENTS			ROUTE SEQ	ACTION CODE	DATE		INITIALS		Subj: Applicant Name		
					In	Out	Concur	Non Concur	Subj: Event Name		
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INSPECTIONS ZONING DEPARTMENT									EVENT OR VENUE COMMENTS:		
GIS											
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POLICE DEPARTMENT											
YES	NO	security required									
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G -	GUIDANCE			C -	COMMENT			Yes	No	Requires Mayor & Council Approval	Council Meeting Date:
S -	SIGNATURE			R -	RECOMMENDATION			SIGNATURE:			Last Action Date:

DEPARTMENTS PLEASE INDICATE CONCERNS BELOW:

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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

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

MCNAIR, DYNEEKHA A.

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

03/27/2025

"Home for a Day or a Lifetime"

SUMMARY SHEET FOR PEDDLERS LICENSE

YEAR OF LICENSE	2025
NAME OF BUSINESS	Ice E Pop LLC
ADDRESS OF BUSINESS	PO Box 102 Ludowici, GA 31316
NAME OF APPLICANT	Dyneekha McNair
NAME OF MANAGER	Dyneekha McNair
APPROVED BY HPD	Yes 04-02-2025
APPROVED BY ZONING	Yes 03-25-2025
APPROVED BY INSPECTIONS DEPARTMENT	Yes 03-25-2025
APPROVED BY HFD	Yes 03-25-2025
TYPE OF LICENSE	Peddler's License

City Council () Approved () Disapproved by _____ Date: 04-03-2025



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
Agenda Item: Public Comment
Prepared by: Rodonia Armstrong
Presented by: Mayor Karl A. Riles

PURPOSE: To allow citizens to address Mayor and Council on issues and concerns that they may have. Citizens must sign in and state the nature of their concerns on a form provided before addressing Council.

BACKGROUND: None

FUNDING: None

RECOMMENDATION:

ATTACHMENTS:

PREVIOUS COUNCIL DISCUSSION:



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
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: April 3, 2025
Agenda Item: Councilmember Reid's Report
Prepared by: Darlene Parker
Presented by: Gary Gillard

ACTION ITEMS:

N/A

INFORMATIONAL ITEMS:

N/A



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
Agenda Item: Councilmember Floyd's Report
Prepared by: Rodonia Armstrong
Presented by: Jason Floyd

ACTION ITEMS:

INFORMATIONAL ITEMS:

January 2025 Financial Reports



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
Agenda Item: January 2025 Financial Reports
Prepared by: Kimberly Ryon
Presented by: Kimberly Ryon

PURPOSE: To present to Mayor and City Council, the City's budget to actual financial reports for January 2025 (period 3 - 1st quarter).

BACKGROUND: None

FUNDING: None

RECOMMENDATION:

ATTACHMENTS:

1. 2025 - Period 3 (Jan) Budget to Actual Report

PREVIOUS COUNCIL DISCUSSION:

City of Hinesville
Financial Report Summary by Fund
January 2025 (Period 3 – 1st Quarter)

General Fund

Revenue highlights

Looking at the 1st quarter financial reports, you will notice there is a large variance in total revenues. The following are the largest portion of that variance.

- Property taxes variance of **(\$1,513,916)**
 - Property taxes were due March 3rd.
 - We have received two large payments in February and March.
- Franchise taxes variance of **(\$1,872,742)**
 - We receive our largest two franchise tax payments in February each year. We have received those payments.

The City's Local Option Sales Tax (LOST) revenue is tracking with our budget. The YTD is slightly higher than the YTD budget; however, December is typically our highest sales tax collection month so we would expect the YTD to be slightly over budget at this point of the year.

Expenditure highlights

The overall General Fund expenditures are reasonable with only a few departments over budget. We will continue to monitor those departments.

Overall

For the first quarter, our expenditures exceed our revenue by \$1,367,138. This is largely due to the two revenue sources below. That deficiency was corrected in period 4. We will continue to closely monitor and review.

Enterprise Funds

Enterprise Fund are funds that provide a specific good or service to the public where the fees charged for that service should cover the expenses to fund the service.

In our Water and Sewer Fund, through January our revenues are about 7.82% less than what we budgeted. This is not unusual this time of year. To date, our revenues are more than our expenses to date.

In our Solid Waste Fund, through January our revenues are about 8.125% less than what we budgeted. Our expenses are on track with the budgeted expenses. Our revenues are less than our expenses in this fund. We will continue to closely monitor.

In our Stormwater Utility Fund, through January our revenues are about 4.04% less than what we budgeted. Our expenses are less than we budgeted too. Our revenues are more than our expenses to date.

**CITY OF HINESVILLE, GEORGIA
GENERAL FUND
BUDGET VS ACTUAL
REVENUES & EXPENDITURES REPORT
FOR THE THREE MONTHS ENDED JANUARY 31, 2025**

	<u>Annual Budget</u>	<u>Pro-rated (3/12) Budget</u>	<u>Actual YTD</u>	<u>Variance</u>
Revenues				
Property taxes	\$ 12,019,024	\$ 2,886,339	\$ 1,372,423	\$ (1,513,916)
Sales taxes	6,832,477	1,138,746	1,244,763	106,017
Franchise taxes	1,970,550	1,970,550	97,808	(1,872,742)
Insurance premium taxes	3,361,754	-	-	-
Other taxes	682,688	171,605	123,677	(47,928)
Licenses and permits	708,665	454,710	338,427	(116,283)
Charges for services	1,627,402	388,423	294,237	(94,186)
Govt Revenue	-	-	-	-
Intergovernmental (GF Grants)	65,775	16,444	14,553	(1,891)
Govt Revenue	-	-	-	-
Fines, forfeitures, and fees	1,885,273	471,321	388,109	(83,212)
Interest revenues	257,500	64,375	171,454	107,079
Other revenues	518,646	129,662	48,398	(81,264)
Loan proceeds	-	-	589,530	589,530
Total revenues	<u>29,929,754</u>	<u>7,692,175</u>	<u>4,683,380</u>	<u>(3,008,795)</u>
Expenditures				
Outside Agencies	1,565,190	391,298	313,528	77,770
Administration	3,001,438	749,110	393,980	355,130
Finance	733,837	183,459	150,635	32,824
HR	557,670	124,085	102,124	21,961
IT	570,031	142,508	123,589	18,919
Community development	371,214	92,804	75,508	17,296
Homeless prevention program	358,122	89,531	105,552	(16,021)
Team Hinesville	56,520	14,130	13,820	310
Police	11,103,398	2,775,850	2,410,017	365,833
Fire	5,796,767	1,449,192	1,316,463	132,729
Municipal Court	487,926	121,982	103,406	18,576
Inspections	957,888	239,472	211,916	27,556
GIS	176,160	44,040	47,078	(3,038)
Public works administration	279,371	69,843	68,110	1,733
Street Department	1,596,221	399,055	269,693	129,362
Parks and grounds	762,598	190,650	180,745	9,905
Vehicle maintenance	540,362	135,091	144,308	(9,217)
General Fund Contributions to Other Funds	703,001	175,750	-	175,750
Capital Outlay	-	-	3,156	(3,156)
Debt service and other financing uses	312,040	78,010	16,890	61,120
Total expenditures	<u>29,929,754</u>	<u>7,465,860</u>	<u>6,050,518</u>	<u>1,415,342</u>
Excess (deficiency) of revenues over (under) expenditures			<u>\$ (1,367,138)</u>	

**CITY OF HINESVILLE, GEORGIA
WATER & SEWER FUND
BUDGET VS ACTUAL
REVENUE & EXPENSE REPORT
FOR THE THREE MONTHS ENDED JANUARY 31, 2025**

	Annual Budget	Pro-rated (3/12) Budget	Actual YTD	Variance
Revenues				
Water fees	\$ 4,691,769	\$ 1,172,942	\$ 1,093,587	\$ (79,355)
Reuse water fees	309,200	77,300	56,063	(21,237)
Sewer fees	4,414,940	1,103,735	1,091,337	(12,398)
Fort Stewart sewer fees	1,713,154	428,289	414,546	(13,743)
Walthourville sewer fees	182,820	45,705	56,034	10,329
Other revenues	973,652	243,414	115,404	(128,010)
Interest revenue	186,250	46,563	32,537	(14,026)
Transfers in	744,971	186,243	186,243	-
Total revenues	13,216,756	3,304,191	3,045,752	(258,439)
Expenses				
Administration	2,124,009	531,002	399,494	131,508
Public utilities admin	365,972	91,493	88,910	2,583
Meter reading and maintenance	1,261,597	315,399	449,541	(134,142)
Construction and maintenance	905,451	226,363	187,495	38,868
Water production	796,426	199,107	223,317	(24,210)
Inflow and Infiltration	207,142	51,786	34,286	17,501
Wastewater treatment plant	2,507,930	626,983	399,811	227,172
Water reclamation facility	1,461,998	365,500	253,958	111,542
Liftstations	977,788	244,447	161,915	82,532
Debt service	2,608,443	652,111	90,071	562,040
Total expenses	13,216,756	3,304,191	2,288,798	1,015,393
Excess (deficiency) of revenues over (under) expenses			\$ 756,953	

**CITY OF HINESVILLE, GEORGIA
SANITATION FUND
BUDGET VS ACTUAL
REVENUE & EXPENSE REPORT
FOR THE THREE MONTHS ENDED JANUARY 31, 2025**

	<u>Annual Budget</u>	<u>Pro-rated (3/12) Budget</u>	<u>Actual YTD</u>	<u>Variance</u>
Revenues				
Garbage collection fees	\$ 2,281,681	\$ 570,420	\$ 516,096	\$ (54,324)
Garbage disposal fees	906,193	226,548	212,305	(14,243)
Yard waste fees	1,104,120	276,030	255,999	(20,031)
Other revenues	-	-	-	-
Total revenues	<u>4,291,994</u>	<u>1,072,998</u>	<u>984,400</u>	<u>(88,598)</u>
Expenses				
Public utilities admin	279,371	69,843	67,393	2,450
Sanitation	3,712,185	928,046	931,723	(3,677)
Other expenses	300,438	75,110	68,908	6,202
Total expenses	<u>4,291,994</u>	<u>1,072,999</u>	<u>1,068,024</u>	<u>4,975</u>
Excess (deficiency) of revenues over (under) expenses			<u>\$ (83,625)</u>	

**CITY OF HINESVILLE, GEORGIA
STORM WATER UTILITY FUND
BUDGET VS ACTUAL
REVENUE & EXPENSE REPORT
FOR THE THREE MONTHS ENDED JANUARY 31, 2025**

	<u>Annual Budget</u>	<u>Pro-rated (3/12) Budget</u>	<u>Actual YTD</u>	<u>Variance</u>
Revenues				
Stormwater utility fees	\$ 1,908,355	\$ 477,089	\$ 455,473	\$ (21,616)
Interest revenue	16,400	4,100	6,260	2,160
Total revenues	<u>1,924,755</u>	<u>481,189</u>	<u>461,734</u>	<u>(19,455)</u>
Expenses				
Public utilities admin	279,871	69,968	67,545	2,423
Drainage	1,432,367	358,092	297,935	60,157
Debt service	78,932	19,733	20,612	(879)
Other expenses	133,585	33,396	32,321	1,075
Total expenses	<u>1,924,755</u>	<u>481,189</u>	<u>418,413</u>	<u>62,776</u>
Excess (deficiency) of revenues over (under) expenses			<u><u>\$ 43,321</u></u>	



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
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: April 3, 2025
Agenda Item: Councilmember Newby's Report
Prepared by: Kimberly St. Onge
Presented by: Dexter Newby

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
Agenda Item: Councilmember Ortiz, Jr's Report
Prepared by: Jean Marie Reynolds
Presented by: José Ortiz

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None



City of Hinesville, Georgia, Council Meeting

Date: April 3, 2025
Agenda Item: City Manager Howard's Report
Prepared by: Christy Deloach
Presented by: Kenneth Howard

ACTION ITEMS:

None

INFORMATIONAL ITEMS:

None