

# City of Walthourville

## City Council

Mitchell Boston  
Patrick Underwood  
Bridgette Kelly  
Luciria L. Lovette  
Robert (Bob) Dodd

Sarah B. Hayes  
Mayor

"Always Moving  
While Improving"

## City Administration

Shana T. Moss, City Clerk  
Christopher Reed, Chief of Police  
Nicholas Maxwell, Fire Chief  
Dave Martin, Public Works  
Luke R. Moses, City Attorney

## AGENDA

- |  |                                   |
|--|-----------------------------------|
| <b>I. Call to Order</b>  | <b>Mayor Sarah B. Hayes</b>       |
| <b>II. Roll Call</b>   | <b>City Clerk</b>                 |
| <b>III. Invocation</b>   | <b>Appointee</b>                  |
| <b>IV. Pledge of Allegiance</b>  | <b>In Unison</b>                  |
| <b>V. Adoption of Meeting Agenda</b>   | <b>Councilmembers</b>             |
| <b>VI. Adoption of Regular Meeting Minutes (March 26, 2024)</b>  | <b>Councilmembers</b>             |
| <b>VII. Presentation(s)</b>  |                                   |
| • <b>City of Walthourville</b>   | <b>Chief Nicolas Maxwell</b>      |
| <b>VIII. Agenda Item(s)</b>  |                                   |
| <b>1. LCPC</b>   | <b>Ms. Lori Parks</b>             |
| • Rezoning / Conditional Use for Rictor Taxes Etc. Inc. to rezone 1.756 acres for offices and accessory dwelling units for the Gift of Love is here Corporation at 2267 Shaw Road. |                                   |
| • Business License Request for Ms. Dyani Gonzales.   |                                   |
| <b>2. City of Walthourville</b>  | <b>Mayor Sarah B. Hayes</b>       |
| • City of Civility.  |                                   |
| <b>3. City of Walthourville</b>  | <b>Chief Christopher Reed</b>     |
| • Liberty County Sheriff's Department MOU.   |                                   |
| <b>4. City of Walthourville.</b>   | <b>Councilman Mitchell Boston</b> |
| • Sanitation Bids.   |                                   |
| <b>5. City of Walthourville.</b>   | <b>Councilmembers</b>             |
| Water Rate Increase.   |                                   |
| <b>IX. Department Comments</b>   | <b>City of Walthourville</b>      |
| <b>X. Elected Official Comments</b>  | <b>City of Walthourville</b>      |
| <b>XI. Citizens Comments</b>   | <b>Walthourville Citizens</b>     |
| <b>XII. Executive Session</b>  | <b>None</b>                       |
| <b>XIII. Adjournment</b>   | <b>Councilmembers</b>             |

*When an Executive Session is needed, it is called for the following:*

*(Litigation, Personnel, and Real Estate)*

City of Walthourville  
Mayor and Council Meeting Minutes  
March 26, 2024 @ 6:00 PM  
Walthourville Police Department

I. Meeting Called to Order: The meeting was called to order at 6:00 PM by Mayor Sarah B. Hayes.

II. The roll was taken by the City Clerk with the following members present:

Mayor Sarah B. Hayes  
Councilman Mitchell Boston  
Councilwoman Bridgette Kelly

Mayor Pro Tem Luciria L. Lovette  
Councilman Patrick Underwood

Member Absent due to Work related Absence: Councilman Robert Dodd

The attendance of the Council constituted a quorum.

Attorney Luke R. Moses was present via telephone.

III. The invocation was given by Councilman Patrick Underwood.

IV. The Pledge of Allegiance was recited in unison.

V. Adoption of City Council Agenda: The motion to approve the agenda was made by Mayor Pro Tem Lovette and the second was provided by Councilwoman Kelly. Vote: 4-0: Motion Carried.

VI. Adoption of City Council Minutes:  
March 12, 2024 Regular Meeting Minutes: The motion to approve was made by Councilwoman Kelly and the second was added by Councilman Boston. Vote: 3-0: Motion Carried.  
*Mayor Pro Tem Lovette did not vote.*

March 18, 2024 Called Meeting Minutes: The motion to approve was made by Councilwoman Kelly and the second was added by Councilman Boston. Vote: 3-0: Motion Carried.

VII. Presentation(s) None

VIII. Agenda Items:

1. LCPC Ms. Lori Parks  
Ms. Parks presented a Business License Request named Gotta Have Polish Spa. The business will be located at 4981 West Oglethorpe Highway. The business will be a full services nail salon. The motion to approve was made by Mayor Pro Tem Lovette and the second was added by Councilman Boston. Vote: 4-0: Motion Carried.

2. LCPC Ms. Mardee Sanchez  
Ms. Sanchez presented the Final Plat for SIMCOE Investment Group, The Hamlet Townhomes. She stated there will be 46 units that will be townhouses and will be situated on 71/2 acres and they will

be located on Shaw Road. The history of the property consist of entails, at the end of 2019, the property was rezoned from R-2 to a PUD for 14 duplexes (28 units) and plans were approved shortly thereafter. The land was cleared for construction and the project was abandoned.

In April of 2023, an amendment to the PUD was approved to change the project from duplexes to townhomes. 775 feet of new street will be dedicated to the city and the city's utilities will include water, sewer and stormwater infrastructure. Mr. Jamie Stuckey of T.R. Long Engineering stated they recommended a fence be placed around the pond. The motion to approve was made by Councilman Boston and the second was added by Councilman Underwood. Vote: 4-0: Motion Carried.

### 3. LCPC

Ms. Mardee Sanchez

Ms. Sanchez presented the Preliminary Plat for Tibet Creek Investors, LLC. The developer is Mr. Daniel Dasher and is known as the Talmadge Road Subdivision. The subdivision will be located at Talmadge Road and Arnall Drive. There will be 24 lots of single-family dwellings situated on 11 acres and they are zoned R-2. Each dwelling will have ½ acre lots. The final plat will be presented to the Planning Commission on April 23<sup>rd</sup>. Councilman Boston inquired about sidewalks on Talmadge and he was informed that GDOT does not approve sidewalks on Talmadge due to the heavy traffic. The Mayor Pro Tem contrasted the Flemington GDOT Project that will entail sidewalks. She was informed that the Right-of-Way on Highway 84 is larger in Flemington than the narrowing on Talmadge Road. Mr. Stuckey stated there will be an HOA and they can place sidewalks on individual driveways. The motion to approve with the new additions of the HOA and individual sidewalks was made by Mayor Pro Tem Lovette and the second was added by Councilwoman Kelly. Vote: 4-0: Motion Carried.

### 4. City of Walthourville

Mayor Sarah B. Hayes

Presented an Earth Day Proclamation for Keep Liberty Beautiful. This proclamation designated April 19, 2024, as Earth Day in the City. The Earth Day Celebration in Liberty County will be held at Bryant Commons from 3:30 PM-6:00 PM.

## IX. Department Reports

City of Walthourville Departments

### Water Department

Mr. Patrick Golphin

Reported that there were no smelly water calls. The Fire Fee was placed on the March utility bills.

### Fire Department

Captain Muhammad Bryant

Chief Nicolas Maxwell was attending training. Captain Bryant reported the Fire Department has responded to 19 calls, 12 of those were EMS and 3 were vehicle accidents.

### Police Department

Chief Christopher Reed

Reported that Officer Carter had surgery and was recovering. Officer Michalowicz was attending training in Forsyth. The department will have firearm qualifications in the next few weeks. The Chevy Tahoe was placed in the shop and the vehicle was still covered under the warranty. The department has answered 94 calls, issued 36 warnings, and given 36 tickets. The city has collected \$7,000 with the diversion program, which does not affect a citizen's license.

## X. Governing Body Comments

**Councilman Mitchell Boston** inquired about the timeline for the Millage. He stated at the Mayor and Council Workshop they discussed dates for the Millage Hearings and the dates were not advertised in the newspaper. Attorney Moses stated, the Mayor and Council had a Special Called Meeting on March 18<sup>th</sup>, 2024 to establish the millage and he had less than 12 hours to publicize it with the Coastal Courier (newspaper). He stated it would have been impossible to get the information to the Coastal Courier by

noon the next day. He recommended the Mayor and Council set the date(s) at least a week later to give sufficient advertising time.

**Councilman Patrick Underwood** stated he wanted to address the citizens about the Fire Fee. He further added that it was not the City Hall's Team decision to implement the Fire Fee; it was the Mayor and Council; therefore, citizens should not be calling or coming to City Hall being rude and nasty. He stated he had been in City Hall and observed the behavior of some of the citizens. He stated if anyone had a problem they need to contact the Elected Officials. He personally showed a flyer with all Elected Officials contact information and stated to give them a call. He also reported about the Easter Celebration that will be held on Saturday March 30<sup>th</sup> from 12:00 PM-2:00 PM at Johnnie Frasier Park. This event is being sponsored by donations from citizens, some of the Elected Officials and Employees and Attorney Moses.

**Councilwoman Bridgtte Kelly**, reported that she is working on an LMIG Grant through GDOT. She has been working with the City's CPA to obtain a letter stating that the city's audits are in progress. She stated she also has the name of another CPA.

**Mayor Pro Tem Luciria L. Lovette** reported she attended an event at Johnnie Frasier Park that was held by the Car Club. She stated she was amazed that this event catered to the children. Also, she reported the cheapest quote she received for a commercial fence was \$64,000 and the most expensive was \$74,000 for a commercial grade fence. Also, Liberty County will be celebrating its 250<sup>th</sup> Birthday in 2026 and she is part of the committee. Currently, they are in the information gathering stage of the celebration. She further added, Liberty County School System will be having their Summer School Program and she encouraged parents to have their children to participate, as this enhances their learning during the summer months.

**Councilman Robert Dodd** was absent due to work commitment.

**Mayor Sarah B. Hayes**, Thanked the citizens for coming out and being apart of their government. She stated that April 19<sup>th</sup> would be Earth Day and April 27<sup>th</sup> would be the Great American City Cleanup Day. She addressed the Fire Fee and the commencement of the City's Recycling. She stated the communication could have been better to inform everyone and she takes responsibility for that. "She added that no one wanted a fire fee, she didn't want one, but the city has more bills than we have money." The bills the city has are operating bills, she has reviewed and looked into the city's finances, and she vehemently stated there is no money missing or stolen. She agreed that the city will do a Forensic Audit when the city's fund balance increases.

Mayor Hayes also stated "the city's infrastructure is failing due to the installation of the pipes in 1974. The city is working on repairing the pipes, but we have limited manpower. The city contracts with a Water Specialist Company who conducts water sampling 365 days a year. We have to keep the water safe and there is a cost associated with everything." She addressed the landfill bills and the \$4,500 deficit the city is in monthly due to the Sanitation/Bulk Trash collection.

She stated the City Hall Team has been treated harshly due to the Fire Fee. Citizens have come in and called being nasty. "They have been subjected to being cursed out, one citizen used the "N" word when speaking to the employees. She said this is unacceptable and we all must treat one another civil. She agreed with Councilman Underwood, she encouraged anyone to contact the elected officials they are the ones who set the rules for the city.

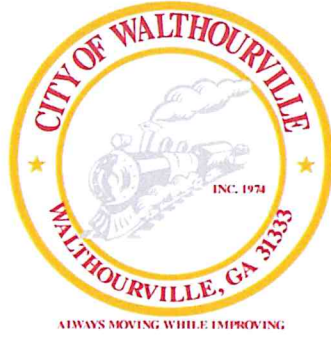
Councilman Boston stated he would be preparing a Request for Proposal for the city's Sanitation Collection.

XI. Citizens Comments: Comments are 3 minutes.

1. Gary Bradham stated he was opposed to the Fire Department. The city does not need a Fire Department. He is retired Firefighter for the Department of Defense. He stated the city was not notified. Councilwoman Kelly asked what do you want us to do? The information was placed on the city's Facebook Page and the City's Website. He said the city should have been placed in the newspaper.
2. Gwen Dykes stated she has lived in Walthourville all her life. She is confused. She would like a breakdown of what it cost to operate the Fire and Police Department. She is not opposed to the \$31.60 per month because she wants to keep both the Fire and Police Departments.
3. Clark Craven stated he lives in Long County, yet when he calls 911, he is routed to Long County. The Walthourville Fire Department did not respond because he is in Long County. City Clerk Moss stated the city checked the boundary lines and he is in Long County. \$31.60 has been credited to his account.
4. Regina Florence, stated with the Fire Fee, "can the Mayor and Council give everyone a little grace?" She said some citizens need some time to arrange their finances.
5. Charlie Richardson stated we should have implemented property taxes in Walthourville. He stated the city is growing and growth brings about cost.
6. Johnny Fullmore stated he did not receive any information or notification about the Fire Fee. He cannot stand not receiving information. He is retired from the military and the military keeps everyone informed.
7. Edna Powell stated she was surprised about the Fire Fee. This is a shock because of the financial hardship it poses.
8. Rema Bryant, spoke regarding the fire fee and the recycle trash can collection. She would like the city to send out information to the citizens.

XII. Executive Session, none.

XIII. Adjournment: The motion to adjourn at 8:20 PM was made by Mayor Pro Lovette and the second was added by Councilwoman Kelly.



# Presentation

Chief Nicolas Maxwell

Fire Department

# Rezoning Petition and Conditional Use 2024-007-W

A petition has been submitted by Richter Taxes Etc. Inc. (Terry D. Matthews) to rezone 1.756 acres +/- from AR-1 (Agricultural Residential) to OI (Office Institutional) for offices and accessory dwelling units for the Gift of Love is Here Corporation. Property is located at 2267 Shaw Road in Walthourville and is further described as LCTM Parcel 050A003.

# Public Notification



**Rezoning Petition and Conditional Use 2024-007-M**  
 A rezoning petition has been submitted by Victory Deliverance Center to rezone 1.58 acres +/- from C-3 (Highway Commercial) to Office Institutional for the Victory Center mixed-use development (including offices, retail, and multi-family residential units) and accessory dwelling units for the site. Property is located at 331 Hwy 159, Hinesville, GA 31303. Property is bounded now or formerly as follows: NORTH by lands of M. F. Martin III and Etal, Midway Colonial Church; SOUTH by North Coast Church; WEST by lands of (Car) Lewis Sheenaker.  
**Variance Request 2024-018-H**  
 A variance request has been submitted by William Tint on behalf of the owner, John M. Curry, to reduce the side setback to 4 feet and rear setback to 3 feet for a carport. Property is located at 112 Kentucky Derby in Hinesville and is further described as LCTM Parcel 039A092. Property is bounded now or formerly as follows: NORTH by Kentucky Derby; EAST by W. J. Jones and WEST by Charles Brinson and Oscar Hoy; Elizabeth Brinson and Sterling Fox; and WEST by lands of Wilbur Joseph Green, Jr.  
**The Liberty Consolidated Planning Commission will hold a public hearing on this matter on Monday, April 19, 2024, at 4:30 p.m., at the Liberty County Courthouse Annex, 112 North Main Street, 2nd floor, in Hinesville. Public Hearings to be held by the Applicable Governing Authority: Thursday, April 4, 2024, 3:00 p.m. - 5:00 p.m. at the City of Hinesville City Hall, 115 East M. L. King, Jr. Drive, Hinesville. Monday, April 6, 2024, 6:00 p.m. - 8:00 p.m. at the City of Midway Mayor and Council meeting on Monday, April 8, 2024, 6:00 p.m. - 8:00 p.m. at the City of Walhounville Mayor and Council meeting at the Walhounville Police Department, 192-8 Talmadge Road, Walhounville. 47646-2729/24 RL.**

**Rezoning Petition 2024-012-H**  
 A rezoning petition has been submitted by Victory Deliverance Center to rezone 1.58 acres +/- from C-3 (Highway Commercial) to Office Institutional for the Victory Center mixed-use development (including offices, retail, and multi-family residential units) and accessory dwelling units for the site. Property is located at 331 Hwy 159, Hinesville, GA 31303. Property is bounded now or formerly as follows: NORTH by lands of M. F. Martin III and Etal, Midway Colonial Church; SOUTH by North Coast Church; WEST by lands of (Car) Lewis Sheenaker.  
**Rezoning Petition 2024-013-H**  
 A rezoning petition has been submitted by Robert C. and Cathy Goodby to rezone 5.62 +/- acres +/- from R-20 (Single-Family Residential) to MFR (Multi-Family Residential) for the Evergreen Apartments. Property is located at Cedar Street in Hinesville and is further described as LCTM Parcel 0468165. Property is bounded now or formerly as follows: NORTH by lands of Maury Davis and Charles M. Jones and WEST by lands of Maury Davis and Charles M. Jones; SOUTH by lands of Maury Davis and Charles M. Jones and WEST by lands of Maury Davis and Charles M. Jones; EAST by Elaine Street; and WEST by lands of Elaine Street.  
**Rezoning Petition 2024-009-M**  
 A conditional use request has been submitted by Love's Travel Stops and Country Stores for a travel stop including a convenience store and two restaurant units. Property is located at Highway 16 and Highway 19 at LCTM Parcel 265040, 265041, and 265042 (portion thereof). Property is bounded now or formerly as follows: NORTH by Islands Highway EAST by lands of Donald Cochran and Commerce Bank Phase 1, LLC and WEST by Interstate 95 North.  
**Rezoning and Annexation Petition 2024-011-LCH**  
 A petition has been submitted by the applicant, Liberty County LLC, to rezone 13.74 acres from SRA1 (Single-Family Manufactured Home) and MHP (Manufactured Home Park) to PUD (Planned Unit Development) and annexation into the City of Hinesville for townhomes. Property is located on Live Oak Church Road in unincorporated Liberty County and is further described as LCTM Parcels 036001, 036003, 036004, 036005 and 036006. Property is bounded now or formerly as follows: NORTH by lands of Maury Davis and Charles M. Jones; EAST by lands of Maury Davis and Charles M. Jones; SOUTH by lands of Maury Davis and Charles M. Jones; and WEST by West 15th Street.  
**Variance Request 2024-015-H**  
 A variance request has been submitted by the applicant, Liberty County LLC, to rezone 13.74 acres from SRA1 (Single-Family Manufactured Home) and MHP (Manufactured Home Park) to PUD (Planned Unit Development) and annexation into the City of Hinesville for townhomes. Property is located on Live Oak Church Road in unincorporated Liberty County and is further described as LCTM Parcels 036001, 036003, 036004, 036005 and 036006. Property is bounded now or formerly as follows: NORTH by lands of Maury Davis and Charles M. Jones; EAST by lands of Maury Davis and Charles M. Jones; SOUTH by lands of Maury Davis and Charles M. Jones; and WEST by West 15th Street.  
**Variance Request 2024-016-H**  
 A variance request has been submitted by the applicant, Liberty County LLC, to rezone 13.74 acres from SRA1 (Single-Family Manufactured Home) and MHP (Manufactured Home Park) to PUD (Planned Unit Development) and annexation into the City of Hinesville for townhomes. Property is located on Live Oak Church Road in unincorporated Liberty County and is further described as LCTM Parcels 036001, 036003, 036004, 036005 and 036006. Property is bounded now or formerly as follows: NORTH by lands of Maury Davis and Charles M. Jones; EAST by lands of Maury Davis and Charles M. Jones; SOUTH by lands of Maury Davis and Charles M. Jones; and WEST by West 15th Street.  
**Variance Request 2024-017-M**  
 A variance request has been submitted by Delroy Leslie to establish gravel parking on half of the parking lot for parking of the required paved parking. Property is located at 331 Hwy 159, Hinesville, GA 31303. Property is bounded now or formerly as follows: NORTH by lands of M. F. Martin III and Etal, Midway Colonial Church; SOUTH by North Coast Church; WEST by lands of (Car) Lewis Sheenaker.  
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April 9, 2024



# Vicinity Map



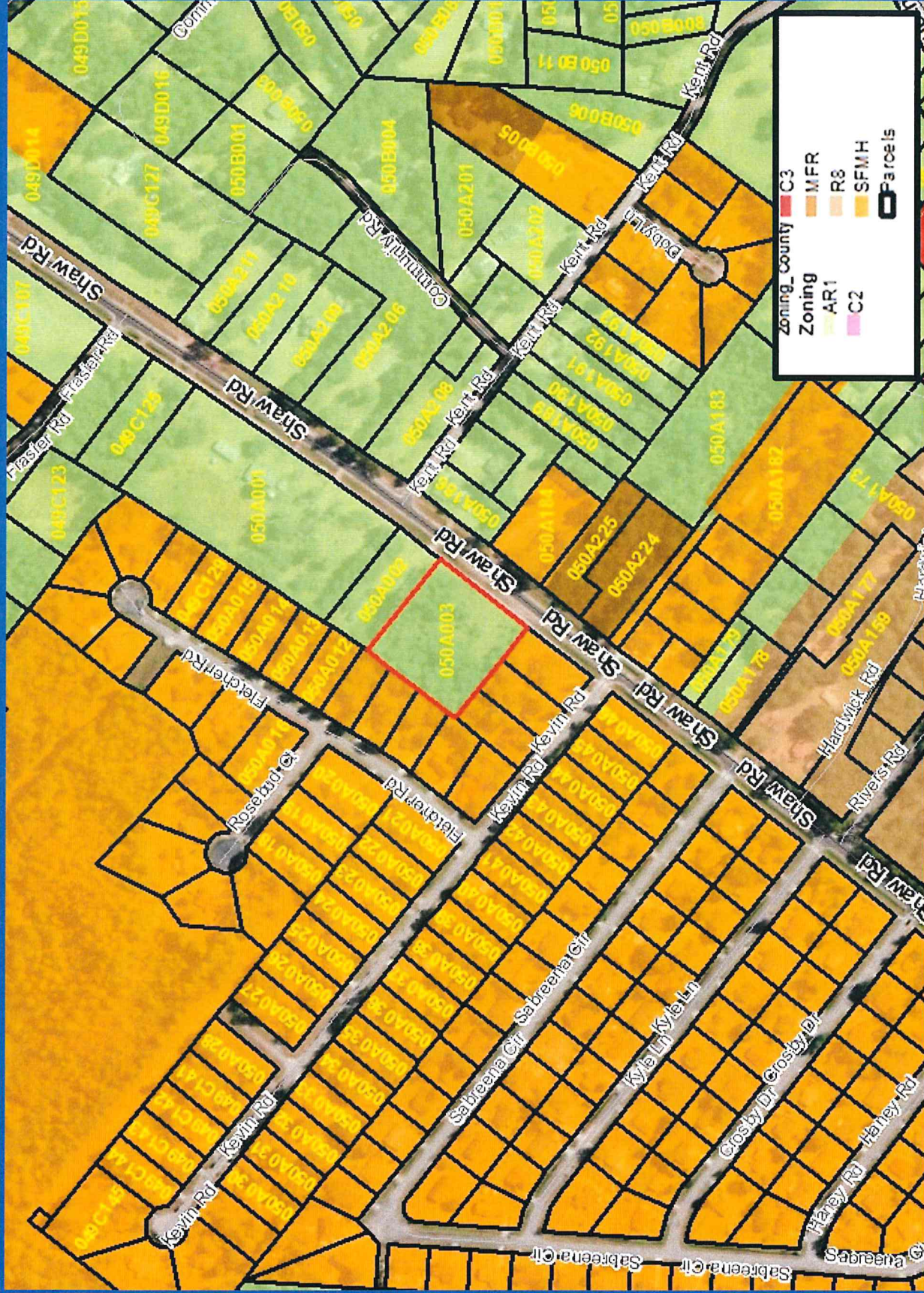
# Vicinity Map



April 9, 2024

Liberty Consolidated Planning Commission

# Zoning Map



April 9, 2024

Liberty Consolidated Planning Commission

# Narrative

## Narrative:

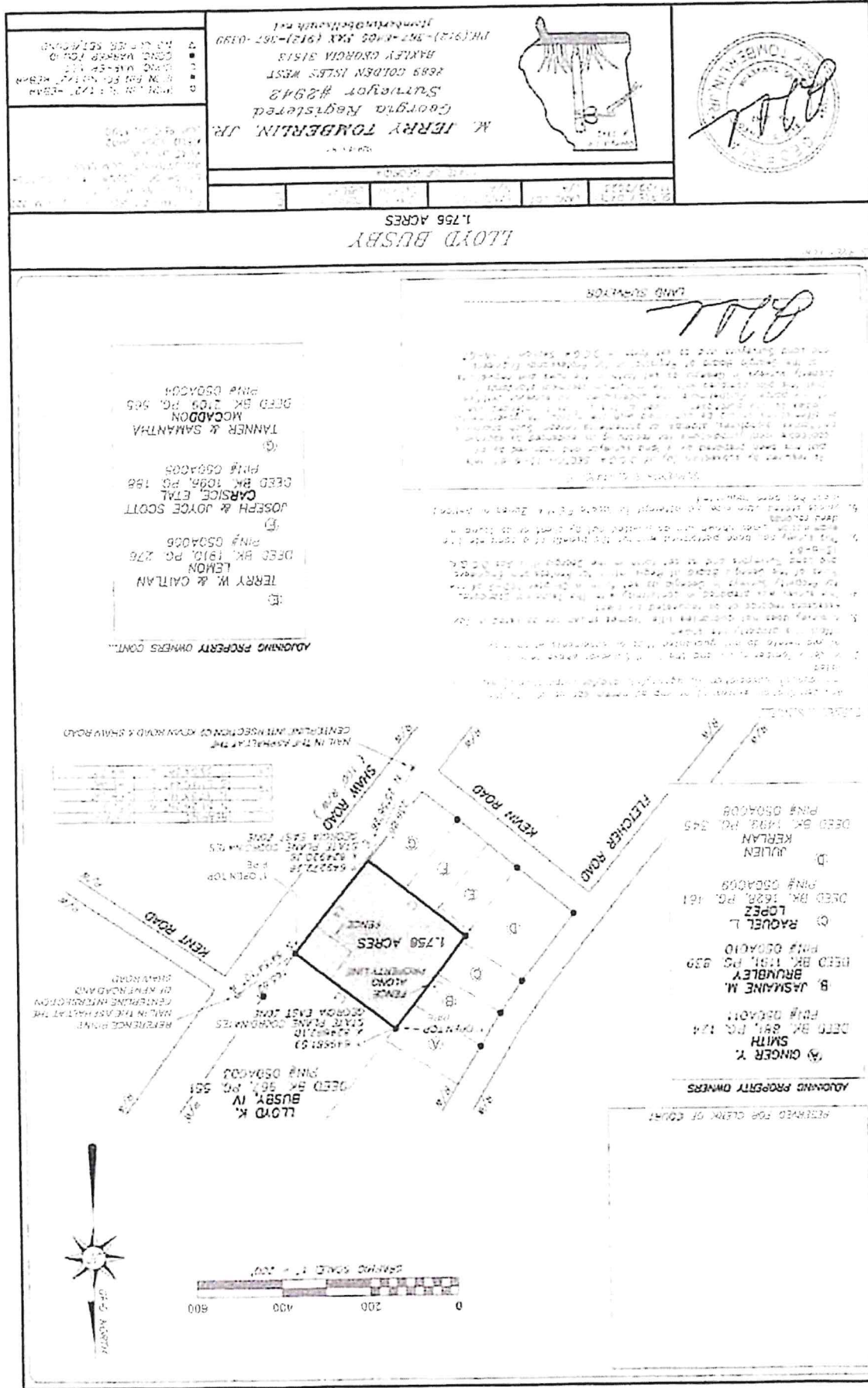
Ricter Taxes Etc Inc. is a small tax preparation office in Liberty County. We help individuals and small businesses prepare for tax season, help with setting up bookkeeping, applying for their EIN, applying for LLC and or Corporation status with the IRS and the Ga secretary of State.

Gift of Love is Here Corporation is a 501c3 non-profit. We help with domestic violence, disaster relief and homelessness. We go into the community and give out kits with personal care items for men and women, specifically targeting Motel 6, for their customers who may not have any personal care items. We host and/or participate in back to school events for to give away teacher supplies (Lysol or Microban, Clorox wipes, pencils, pens, tissue boxes, paper, hand sanitizer, etc.) and supplies for students from pre-K to 12<sup>th</sup> grade (book bags, pencils, notebooks, paper, pens, scissors, crayons, erasers, Elmers's glue, etc).

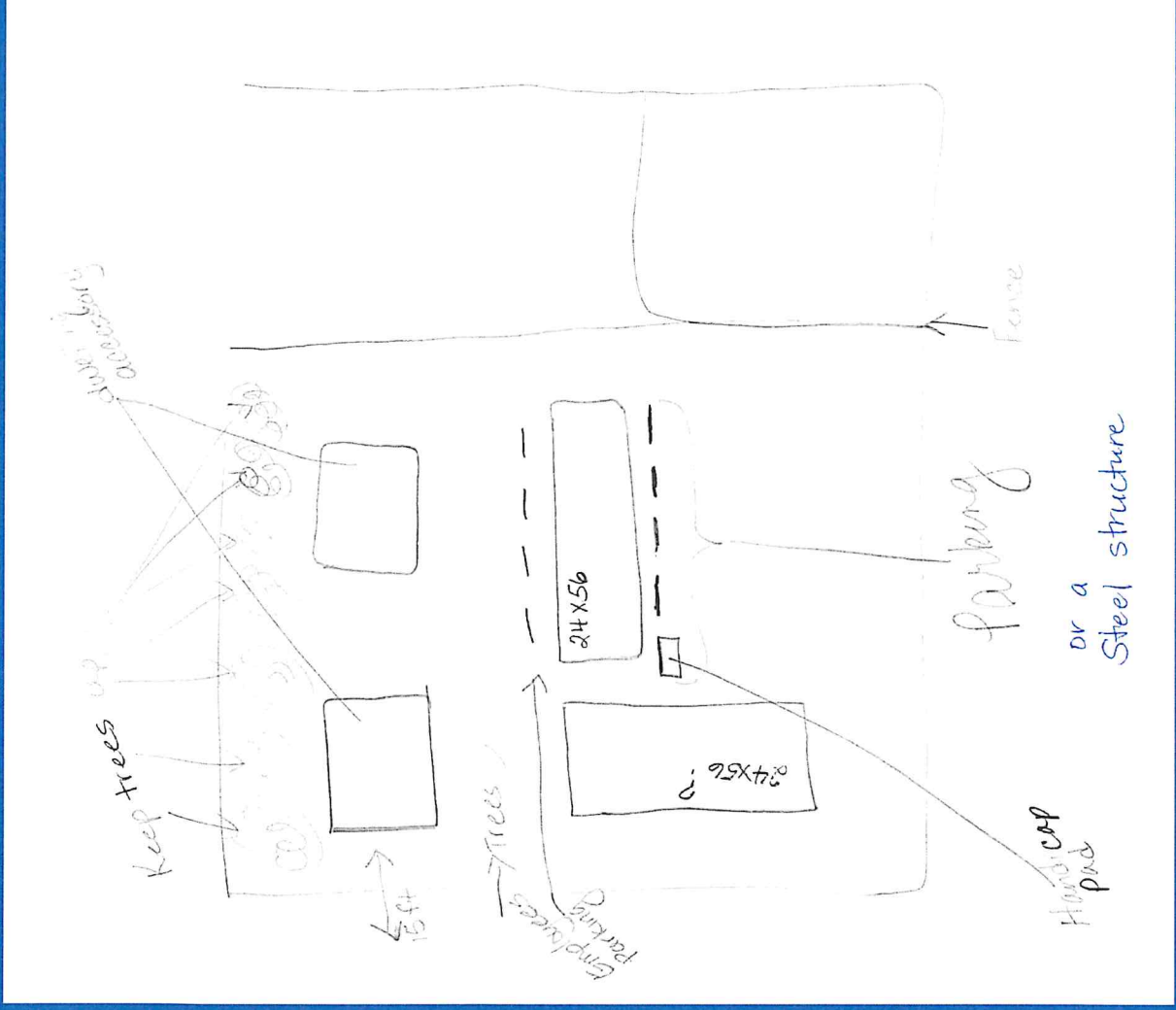
The dwelling accessories will be for those in need, domestic violence, disaster relief or if homelessness occurs. They will be able to stay in the dwellings for a period of time (specifically structured to each tenants needs).

Mrs. Terry D. Matthews

# Plat



# Sketch Plan



# Example of Office Building



# Zoning Analysis

1. Does this property have reasonable economic value as currently zoned?
  - *Yes.*
2. Does the proposed use conform to the Fort Stewart Joint Land Use Study (JLUS)?
  - *Yes.*
3. Does the proposed use conform to the Liberty County Comprehensive Plan?
  - *The Comprehensive Plan designates this property as 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?
  - *No.*
6. Will the zoning proposal create an undue burden on transportation including streets and transit, and on schools, utilities, or the provision of public safety?
  - *No.*

# Zoning Analysis

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

# Zoning Analysis

10. Is this parcel in a flood hazard area?
  - *No.*
11. Is it spot zoning and unrelated to the existing pattern of development?
  - *Yes.*
12. Are there unique conditions which support approval or denial?
  - *No.*

# Conditions for Granting this Conditional Use:

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

# Conditions for Granting this Conditional Use:

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

# LCPC Recommendation

## Approval

Rezoning Petition and Conditional Use  
2024-007-W

Conditions  
Standard and Special

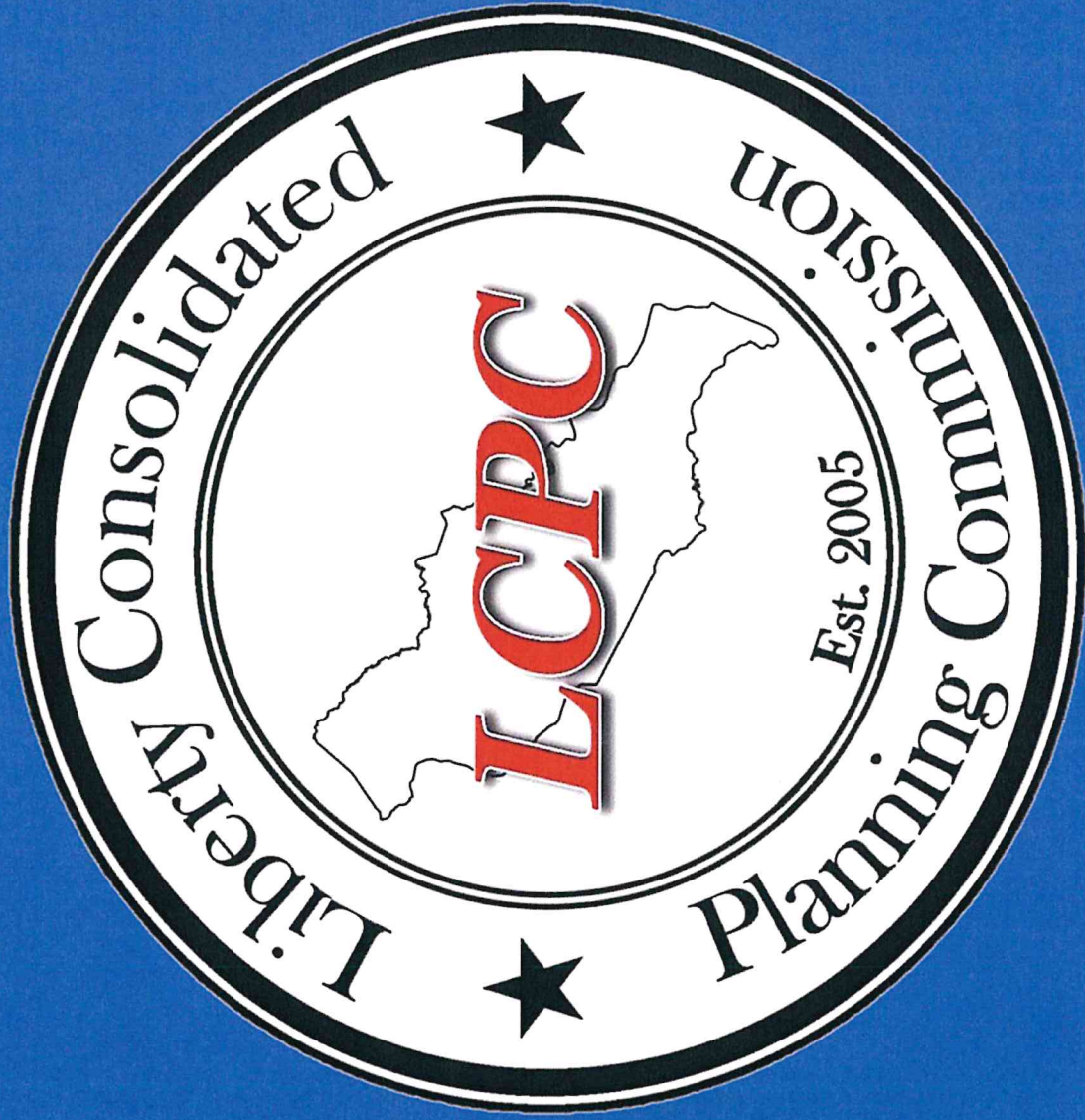
# Standard Conditions

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. 20 foot planted or preserved buffer and 6 foot opaque fence shall be required along abutting residentially zoned properties.
2. Only 2 accessory dwelling units shall be allowed.





April 8, 2024

Liberty Consolidated Planning Commission

Liberty Consolidated Planning Commission – Report

**Governing Authority: The City of Walthourville**



Mayor & Council Date: April 9, 2024

Business License: Puka Pantry, LLC

Business Owner: Dyani Gonzales

Address: 76 Retriever Way, Parcel 052B093

Zoned: R-8 (Single-family Residential-8)

Comments: Applicant will create crafted items such as, shirts, hats, jewelry, ornaments, and art. She will sell online and flea markets.

Recommendation: APPROVAL

LCPC Staff: Lori Parks  
Lori Parks  
Zoning Administrator

4.3.24  
Date



City of Walthourville Business License Division

Mailing Address: P.O Box K
Walthourville, GA 31333
Office Location 222 Busbee Road
Walthourville, GA 31333
Phone:(912) 368-7501
Web site address- www.cityofwalthorville.com

Application For corporation or limited Liability Company LLC
Occupation Tax Certificate

\*The application must be filled out completely to obtain a City of Walthourville Occupation Tax Certificate. Payment must be filed with the application to obtain a City of Walthourville Occupation tax Certificate. This application will not be processed if it is not accompanied by the appropriate tax fee. You will not be billed. Please print with ink or type. In order for the appropriate tax or fee to be determined the application accompanied by all appropriate documents must be submitted in person.

Pursuant to The Georgia Immigration Reform Act that was passed by the State Legislature and signed by the Governor all persons applying for renewing a City of Walthourville Tax Certificate must provide a secure and verifiable document as required by O.C.G.A 50-36-1(e) (1) and sign and notarize the affidavit required by O.C.G.A 50-36-1 (e) (2) and the affidavit required by O.C.G.A 36-60-6 (d).

This Business is: (X) New Application
( ) Ownership Change / Date ownership changed & Certificate #
( ) I am filling a name/or address change for Certificate#

Name business as Puka Pantry LLC Business Phone#(808) 255-9160
Name of Corporation/LLC\* Puka Pantry LLC
Business Address 76 Retriever Way Allenhurst GA 31301
Mailing Address 76 Retriever Way Allenhurst GA 31301
Email Address PUKAPANTRY808@gmail.com

Full Detailed Description of Business will create crafted items such as shirts, ornaments, hats, jewelry & sell art, & sell them at Flea Markets.

Date Business began in City of Walthourville March 17 2024
#of employees in City of Walthourville 1 E-verify# (Required if 11 or more employees
State Sales Tax ID# 309981219 Federal ID # 99-2145449
Owner Name Dyani Gonzales SS# DOB 9/8/1983
Home Address 76 Retriever Way Apt# City Allenhurst State GA Zip 31301

\*\*\* All electrical, mechanical, plumbing, well drilling contractors, mobile home dealers, mobile home installers, and any other contractor that is required to have a State of Georgia License will be required to attach a copy of the license to this application before insurance.
\*\*\*All commercially used building may be subject to an inspection for fire and safety code compliance prior to any certificate of occupancy or business license being issued.

Are you, the applicant the corporation, LLC or any shareholder currently delinquent in payment of any taxes or fees to any state or local government? NO If yes, please indicate the type of tax or fee, and the amount due with the reason the tax is delinquent.

If this property is zoned residential, no clients Employees, sales, deliveries, storage of inventory, Or equipment are allowed on the premises. Only One commercial vehicle not to exceed 12,500 lbs Gross weight used as transportation by the occupant May be parked at the residence.

I swear or affirm that I have obtained or will obtain within thirty days of the date of this application a City of Walthourville Certificate of Occupancy as required by the city ordinances.

I will comply with the Zoning Restrictions stated above: RP (initials)

Signature: [Signature]

I Dyani Gonzales, affirm that the facts stated by me are true, I understand any misrepresentation or fraudulent statement is grounds for automatic dismissal of this application and/revocation of the license. I understand that all signs displayed on my premise must be permitted by the City of Walthourville, I further understand that my business must operated in compliances with all applicable state, federal & local laws, ordinances & regulations, & that the granting of this occupation tax certificate or payment of this occupation tax does not waive the right of any federal, state or local entity to regulate & enforce laws, ordinances & regulations. I understand that all decisions of Business License Division may be appealed to the City of Walthourville.

This 27 day of March, 2024.

Signature of applicant [Signature] legibly print name Dyani Gonzales

**This application must be approved by the Liberty County Planning Commission**

Tax Map & Parcel# 052B093

Zoning Classification R8

Approved by: [Signature]

Date Approved: March 27, 2024

Date the request will be presented to Mayor and Council: April 9, 2024

\*\*\*APPLICANT MUST COMPLETE THE AFFIDAVITS AND PROVIDE A SECURE AND VERIFIABLE DOCUMENT\*\*\*

O.C.G. A. § 50-36-1(e)(2) AFFIDAVIT

By executing this affidavit under oath, as an applicant for a loan, grant, tax credit and/or other public benefit, as referenced in O.C.G.A. § 50-36-1, administered by the Georgia Department of Community Affairs, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

- 1)   ✓   I am a United States Citizen.
- 2) \_\_\_\_\_ I am a legal permanent resident of the United States.
- 3) \_\_\_\_\_ I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency.

My alien number issued by the Department of Homeland Security or other federal immigration agency is: \_\_\_\_\_.

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G. A. § 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

  GADL 061927884  

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. 16-10-20, and face criminal penalties as allowed by such criminal statute.

Executed this the   21   day of   MARCH  , 20  24   in   Hinesville   (city),   GA.   (state).

  [Signature]    
\*Signature of Applicant

  DJONIA RODRIGUEZ    
Printed Name of Applicant

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE  
  27   DAY OF   March  , 20  24  

  [Alexandra Barnes Signature]    
NOTARY PUBLIC  
My Commission Expires:

  May 3, 2027  



\*This Affidavit must be signed by the same person who executes the Application Certification Form Letter

**Private Employer Affidavit Pursuant To O.C.G.A. § 36-60-6(d)**

By executing this affidavit under oath, the undersigned private employer verifies one of the following with respect to its application for a business license, occupational tax certificate, or other document required to operate a business as referenced in O.C.G.A. § 36-60-6(d):

**Section 1. Please check only one:**

(A) \_\_\_\_\_ On January 1<sup>st</sup> of the below-signed year, the individual, firm, or corporation employed more than ten (10) employees<sup>1</sup>.

\*\*\* If you select Section 1(A), please fill out Section 2 and then execute below.

(B)  On January 1<sup>st</sup> of the below-signed year, the individual, firm, or corporation employed ten (10) or fewer employees.

\*\*\* If you select Section 1(B), please skip Section 2 and execute below.

**Section 2.**

**The employer has registered with and utilizes the federal work authorization program in accordance with the applicable provisions and deadlines established in O.C.G.A. § 36-60-6. The undersigned private employer also attests that its federal work authorization user identification number and date of authorization are as follows:**

\_\_\_\_\_  
Name of Private Employer

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

-----  
**I hereby declare under penalty of perjury that the foregoing is true and correct.**

Executed on 27, March, 2024 in Hinesville (city), GA (state).

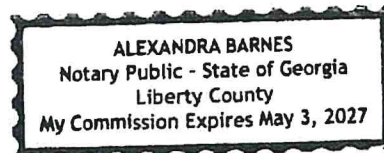
*Dani A.E. Gonzales*  
Signature of Authorized Officer or Agent

Dani A.E. Gonzales  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE 27 DAY OF March, 2024

*Alexandra Barnes*  
NOTARY PUBLIC

My Commission Expires: May 3, 2027



<sup>1</sup> To determine the number of employees for purposes of this affidavit, a business must count its total number of employees company-wide, regardless of the city, state, or country in which they are based, working at least 35 hours a week.



The map shown is for informational purposes only and does not constitute an offer of insurance. The data displayed by this map is for informational purposes only and does not constitute an offer of insurance. Liberty County assumes no liability for the use of this information.

# Liberty County PRISM 2.0

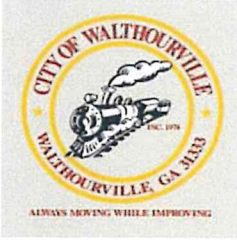
- Areas**
- Override 1**
- Roads**
- Parcels**
- Carto Line**
- Land Hook**
- Image**
- Green: Green**
- Blue: Blue**
- Red: Red**



Liberty County  
Assessors' Office  
100 Main Street, Suite 1550  
Hinesville, Georgia 31313  
Phone: (912) 876-3568



Printed on 4/3/2024  
<http://www.libertycountyga.com>



**CITY OF WALTHOURVILLE**  
**MAYOR AND CITY COUNCIL AGENDA ITEM**

**SUBJECT: Civility Resolution**

- |                                    |   |                                   |
|------------------------------------|---|-----------------------------------|
| <input type="checkbox"/> AGREEMENT | <input type="checkbox"/> POLICY / DISCUSSION                | <input type="checkbox"/> CONTRACT |
| <input type="checkbox"/> ORDINANCE | <input checked="" type="checkbox"/> RESOLUTION/PROCLAMATION | <input type="checkbox"/> OTHER    |

**SUBMITTED: 04-01-2024**

**Council Meeting: 04-09-2024**

**DEPARTMENT: Office of the Mayor**

**BUDGET IMPACT: NA**

**PUBLIC HEARING? ( ) Yes (X) No**

---

**PURPOSE:** To designate the City of Walthourville as a more Courteous, Professional city when communicating with one another.

**HISTORY:** What is civility? Civility is more than just politeness. It is about disagreeing without disrespect, seeking common ground as a starting point for dialogue about differences, listening past one's preconceptions and teaching others to do the same. Civility is the hard work of staying present even with those with whom we have deep-rooted and fierce disagreement.

**FACTS and ISSUES: NA.**

**RECOMMENDED ACTION:** For the Mayor and Council to approve the Civility Resolution and Decorum of Conduct and enact it immediately.

*Mayor Sarah B. Hayes*





**A RESOLUTION  
PLEDGING TO PRACTICE AND PROMOTE CIVILITY**

**WHEREAS**, the City of Walthourville, recognizes that robust debate and the right to self-expression, as protected by the First Amendment to the United States Constitution, are fundamental rights and essential components of democratic self-governance; and

**WHEREAS**, the City of Walthourville further recognizes that the public exchange of diverse ideas and viewpoints is necessary to the health of the Board, organization, and quality of governance; and

**WHEREAS**, the members of the City of Walthourville's Mayor and Council, as stewards of the public trust, recognize their special role in modeling open, free and vigorous debate while maintaining the highest standards of civility, honesty and mutual respect; and

**WHEREAS**, civility by the City of Walthourville's Mayor and Councilmembers in the execution of their duties and responsibilities fosters respect, kindness and thoughtfulness between officials, avoiding personal ill will which results in actions being directed to issues made in the best interests of the organization and those they serve; and

**WHEREAS**, civility between City of Walthourville's Mayor and Council presents an opportunity to set a positive example of conduct and promotes thoughtful debate and discussion of issues, resulting in better public policy while also encouraging civil behavior between Mayor and Councilmembers, staff, and the community; and

**WHEREAS**, civility between City of Walthourville's Councilmembers is possible if each member of the body remembers that they represent not only themselves, but the constituents of their respective communities; and

**WHEREAS**, in order to publicly declare its commitment to civil discourse and to express its concern for the common good and well-being of their own communities, the City of Walthourville Mayor and Council has determined to adopt this resolution.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

**SECTION ONE**

The City of Walthourville Mayor and Council pledges to practice and promote civility within the body as a means of conducting duties and responsibilities.

**SECTION TWO**

The members of the City of Walthourville's Mayor and Council enact this civility pledge to build a stronger and more prosperous organization by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of the City of Walthourville and their stakeholders and partners.

**SECTION THREE**

This pledge strives to ensure that all communication be open, honest, and transparent as this is vital for cultivating trust and relationships.

**SECTION FOUR**

This pledge strives to show courtesy by treating all colleagues, staff and members of the public in a professional and respectful manner whether in-person, online or in written communication, especially when we disagree.

**SECTION FIVE**

This pledge strives to ensure mutual respect to achieve organizational goals, recognizing that patience, tolerance and civility are imperative to success and demonstrates the Board’s commitment to respect different opinions, by inviting and considering different perspectives, allowing space for ideas to be expressed, debated, opposed, and clarified in a constructive manner.

**SECTION SIX**

This pledge demonstrates our commitment against violence and incivility in all their forms whenever and wherever they occur in all our meetings and interactions.

**SECTION SEVEN**

The City of Walthourville expects members of the public to be civil in its discussion of matters under consideration by and before the City of Walthourville, with Councilmembers, staff, and each other.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
Sarah B. Hayes, Mayor

\_\_\_\_\_  
Luciria L. Lovette, Mayor Pro Tem

\_\_\_\_\_  
Mitchell Boston, Councilmember

\_\_\_\_\_  
Patrick Underwood, Councilmember

\_\_\_\_\_  
Bridgette Kelly, Councilmember

\_\_\_\_\_  
Robert Dodd, Councilmember

**ATTEST:**

\_\_\_\_\_  
Shana T. Moss, City Clerk



# CITY OF WALTHOURVILLE CIVILITY PLEDGE

The way we govern ourselves is often as important as the positions we take. Our collective decisions will be better when differing views have had the opportunity to be fully vetted and considered. All people have the right to be treated with respect, courtesy and openness. We value all input. We commit to conduct ourselves at all times with civility and courtesy to each other.

## RULES OF DECORUM

The purpose of the Rules of Decorum is to foster an atmosphere of civil and courteous discourse, even and especially when discussing contentious topics, at all meetings held by the City of Walthourville.

a. Rules applicable to the public

1. Each Speaker will be given 3 minutes during public comment.
2. Each Speaker will direct his or her comments to the Mayor.
3. Each Speaker will refrain from personal attacks, foul or abusive language, and will maintain a civil and courteous manner and tone.
4. Each speaker will speak only to the agenda item under consideration.
5. Members of the audience will respect the rights of others and will not create noise or other disturbances that will disrupt or disturb the meeting.

b. Rules for Members of Mayor, Council, Committees, and Employees

1. Members will conduct themselves in a professional and respectful manner at all meetings.
2. Members will not speak until recognized by the Mayor.
3. Remarks by members will be directed to the Mayor or Presiding Officer who will then direct the appropriate person to answer.

***Any Violation of the Rules of Decorum may result in the violator being removed from the premises.***

EMBRACE



CIVILITY

## CIVILITY PLEDGE

The way we govern ourselves is often as important as the positions we take. Our collective decisions will be better when differing views have had the opportunity to be fully vetted and considered. All people have the right to be treated with respect, courtesy and openness. We value all input. We commit to conduct ourselves at all times with civility and courtesy to each other.





## WHAT IS CIVILITY?

Civility is more than just politeness. It is about disagreeing without disrespect, seeking common ground as a starting point for dialogue about differences, listening past one's preconceptions and teaching others to do the same. Civility is the hard work of staying present even with those with whom we have deep-rooted and fierce disagreement.\*

## WHY CIVILITY MATTERS FOR CITIES?

- 1 Civil behavior and speech are critically important to a healthy, functional and respectful society.
- 2 A 2019 survey revealed that 93 percent of Americans believe that incivility is a problem, with 68 percent identifying incivility as a major problem.\*\*
- 3 Cities need a plan to counteract the growing polarization and challenges caused by incivility.

\*The Institute for Civility in Government

\*\* Weber Shandwick's annual poll, Civility in America 2019

“

*Civility fosters respect, trust, and belonging. By modeling and practicing civility, city leaders set an expectation that vigorous debate and vetting of ideas can be respectful and productive, leading to better engagement and outcomes for all.*

”

LARRY HANSON, GMA CEO  
& EXECUTIVE DIRECTOR

# EMBRACE



# CIVILITY

## 9 PILLARS OF CIVILITY



**Be considerate of others' opinions.** It's ok to agree to disagree.



**Think about the impact** of your actions and not the intent.



**Manage your emotions.** Get curious instead of furious.



**Ask questions to learn.** Answer questions with respect.



**A silent voice is not always a weak voice.** Sometimes it's ok not to respond.



**Remember the acronym QTIP** (Quit Taking It Personal).



**Be Kind!** Make your point about the issue, not the person.



**Have empathy!** Just because you have not experienced it, does not mean it does not exist.



**Actively listen,** to learn how to Engage respectfully!

## CIVILITY PLEDGE

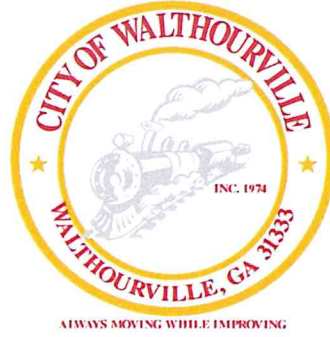
The way we govern ourselves is often as important as the positions we take. Our collective decisions will be better when differing views have had the opportunity to be fully vetted and considered. All people have the right to be treated with respect, courtesy and openness. We value all input. We commit to conduct ourselves at all times with civility and courtesy to each other.



**ADOPT THE CIVILITY RESOLUTION AND PLEDGE TO BECOME A CITY OF CIVILITY TODAY!**



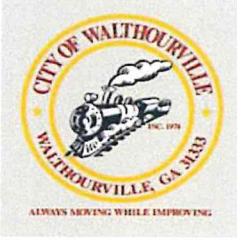
[WWW.GACITIES.COM/CIVILITY](http://WWW.GACITIES.COM/CIVILITY)



# MOU-Liberty County Sheriff's Department

**Sheriff William Bowman**

(MOU will be forthcoming from LCSO)



**CITY OF WALTHOURVILLE**  
**MAYOR AND CITY COUNCIL AGENDA ITEM**

**SUBJECT: Sanitation Bids**

AGREEMENT                       POLICY / DISCUSSION                       CONTRACT  
 ORDINANCE                       RESOLUTION/PROCLAMATION                       OTHER

**SUBMITTED: 04-04-2024**

**Council Meeting: 04-09-2024**

**DEPARTMENT: Councilmembers**

**BUDGET IMPACT: Sanitation Department**

**PUBLIC HEARING? ( ) Yes      (X) No**

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**PURPOSE:** To authorize the City of Walthourville to accept bids for privatizing the Sanitation Department.

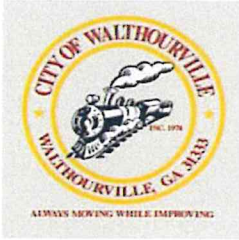
**HISTORY:** The City's Sanitation Department is operating at a deficit due to the high cost associated with Sanitation Collection.

**FACTS and ISSUES:** NA.

**RECOMMENDED ACTION:** For the Mayor and Council to Authorize to accept bids.

***Councilman Mitchell Boston***  
***Post 1***





**CITY OF WALTHOURVILLE**  
**MAYOR AND CITY COUNCIL AGENDA ITEM**

**SUBJECT: Water Rate Increase**

- AGREEMENT                       POLICY / DISCUSSION                       CONTRACT  
 ORDINANCE                       RESOLUTION/PROCLAMATION                       OTHER

**SUBMITTED: 04-04-2024**

**Council Meeting: 04-09-2024**

**DEPARTMENT: Councilmembers**

**BUDGET IMPACT: Water Department**

**PUBLIC HEARING? ( ) Yes      (X) No**

---

**PURPOSE: Water Rate Increase.**

**HISTORY: Georgia Rural Water conducted a Water Rate Study at the request of the Mayor and Council.**

**FACTS and ISSUES: NA.**

**RECOMMENDED ACTION: For the Mayor and Council to accept the recommendation of Georgia Rural Water.**

*City of Walthourville Councilmembers*

**WATER AND SEWER RATE COMPARISON  
FOR THE CITY OF WALTHOURVILLE**

		CURRENT RATES INSIDE			PROPOSED NEW RATES INSIDE			% Increase
		Water	Sewer	Total	Water	Sewer	Total	
Zero Gallons		\$ 18.00	\$ 23.35	\$ 41.35	\$ 23.00	\$ 23.00	\$ 46.00	11.25%
1,000 Gallons		\$ 22.50	\$ 26.10	\$ 48.60	\$ 27.00	\$ 29.50	\$ 56.50	16.26%
2,000 Gallons		\$ 27.00	\$ 28.85	\$ 55.85	\$ 31.00	\$ 36.00	\$ 67.00	19.97%
3,000 Gallons		\$ 31.75	\$ 31.60	\$ 63.35	\$ 35.25	\$ 42.50	\$ 77.75	22.73%
4,000 Gallons		\$ 36.50	\$ 34.35	\$ 70.85	\$ 39.50	\$ 49.00	\$ 88.50	24.91%
5,000 Gallons		\$ 41.25	\$ 37.10	\$ 78.35	\$ 43.75	\$ 55.50	\$ 99.25	26.68%
6,000 Gallons		\$ 46.25	\$ 39.85	\$ 86.10	\$ 48.25	\$ 62.00	\$ 110.25	28.05%
7,000 Gallons		\$ 51.25	\$ 43.35	\$ 94.60	\$ 52.75	\$ 68.50	\$ 121.25	28.17%
8,000 Gallons		\$ 56.25	\$ 46.85	\$ 103.10	\$ 57.25	\$ 75.00	\$ 132.25	28.27%
9,000 Gallons		\$ 61.25	\$ 50.35	\$ 111.60	\$ 61.75	\$ 81.50	\$ 143.25	28.36%
10,000 Gallons		\$ 66.25	\$ 53.85	\$ 120.10	\$ 66.25	\$ 88.00	\$ 154.25	28.44%