



City of Walthourville



**Mayor and Council Meeting
January 14, 2025 @ 6:00 PM
Walthourville Police Department**

The Honorable Mayor Sarah B. Hayes, Presiding

AGENDA

- | | | |
|-------|---|-----------------------------|
| I. | Call to Order | Mayor Sarah B. Hayes |
| II. | Roll Call | City Clerk |
| III. | Invocation | Mrs. Charity Barnard |
| IV. | Pledge of Allegiance | In Unison |
| V. | Approval of Agenda | Councilmembers |
| VI. | Approval of Minutes | Councilmembers |
| | <ul style="list-style-type: none">• December 10, 2024 Regular Meeting Minutes• December 27, 2024 FY 2025 Budget Adoption Meeting Minutes• January 7, 2025 Special Called FY 2025 Budget Amendment Meeting Minutes | |
| VII. | Presentations | |
| | <ul style="list-style-type: none">• Atlantic Waste | Mr. Sam Sullivan |
| | <ul style="list-style-type: none">• Liberty County Tax Assessor | Chief Appraiser Keith Payne |
| VIII. | Agenda Items: | Mayor and Council |
| 1. | LCPC
Business License Request for a Cottage Food Business. | Mr. Todd Kennedy |
| 2. | LCPC
Business License Request for a Home-Based Business. | Mr. Todd Kennedy |
| 3. | LCPC
Business License Request for a Personal Service Shop. | Mr. Todd Kennedy |
| 4. | City of Walthourville
Cybersecurity | Ms. Shana T. Moss |
| 5. | City of Walthourville
Allenhurst Fire Fee Update. | Mayor Sarah B. Hayes |

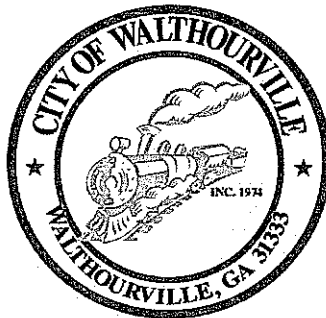
6. City of Walthourville
Audit Firm.

Mayor Sarah B. Hayes

- | | | |
|-------|----------------------------------|--------------------------------|
| IX. | Department Reports | City of Walthourville |
| | Mr. Patrick Golphin | Water Department |
| | Chief Nicolas Maxwell | Fire Department |
| | Chief Christopher Reed | Police Department |
| X. | Citizens Comments | Walthourville Citizens |
| XI. | Council Comments | Elected Officials |
| | Mayor Pro Tem Luciria L. Lovette | |
| | Councilman Mitchell Boston | |
| | Councilman Patrick Underwood | |
| | Councilwoman Bridgette Kelly | |
| | Councilman Robert Dodd | |
| XII. | Mayor Comments | Mayor Sarah B. Hayes |
| XIII. | Executive Session | Mayor Hayes and Attorney Moses |
| XIV. | Adjournment | Councilmembers |

If an Executive Session is needed, it will be called for (1) Litigation, (2) Personnel or (3) Real Estate.

All Meetings are held at the Walthourville Police Department and are open to the Public.



ALWAYS MOVING WHILE IMPROVING

MINUTES

City of Walthourville
Mayor and Council Meeting Minutes
December 10, 2024 @ 6:00 PM
Walthourville Police Department

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

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

Mayor Sarah B. Hayes
Councilman Patrick Underwood
Councilman Robert Dodd

Councilman Mitchell Boston
Councilwoman Bridgette Kelly

Member Absent: Mayor Pro Tem Luciria L. Lovette

The attendance of the Council constituted a quorum.

Attorney Luke R. Moses was present.

III. Invocation: The invocation was given by Pastor Richard D. Hayes. Pastor Hayes is the Pastor of New Day Christian Fellowship in Walthourville, and he is the Chaplain for the Walthourville Fire Department.

IV. Pledge of Allegiance: The Pledge of Allegiance was recited in unison.

V. Approval of Agenda: The motion to approve the agenda was made by Councilwoman Kelly and the second was added by Councilman Boston. Vote: 4-0: Motion Carried Unanimously.

VI. Approval of Minutes:

- November 12, 2024 Regular Meeting. The motion to approve was made by Councilman Boston and the second was added by Councilman Underwood. Vote: 4-0: Motion Carried Unanimously.
- November 18, 2024 Special Called Meeting. The motion to approve was made by Councilman Boston and the second was added by Councilman Underwood.
- December 5, 2024 Special Called Meeting. The motion to approve was made by Councilwoman Kelly and the second was added by Councilman Boston. Vote: 4-0: Motion Carried Unanimously.

VII. Presentation:

Atlantic Waste

Mr. Sam Sullivan

Mr. Sullivan presented information only, he stated Atlantic Waste is prepared to begin the Sanitation contract on January 1, 2025. He added that the routes has been compiled and he presented a map to be

posted at City Hall. The city's current routes for Monday and Tuesday will remain unchanged. However, the city's current Wednesday route is being divided. The Wednesday Collection Route will consist of Dunlevie Road, Hunters Branch, McDonald Ridge and Hampton Ridge Subdivisions. The Thursday Route will consist of Smiley Woods, Shaw Road and connecting roads, Sabreena Circle, Lambert Plantation and the Hamlet. This information will be posted on the city's website and social media site and a map will be placed in City Hall.

VIII. Agenda Items

1. LCPC

Ms. Mardee Sanchez

Presented information only for New Dimensions Christian Fellowship, for their new church on Davis Street. Ms. Sanchez stated and addressed the vicinity map that each elected official was presented in their packet. New Dimension is proposing to build a new church, and they are asking to waive placing curb & gutters. Pastor Henry Frasier was present for the meeting, and he addressed the body and stated the portion they are asking to waive is off Davis Street. This was information only and the New Dimension will have to be presented to the Mayor and Council for action at a later date.

2. LCPC

Ms. Mardee Sanchez

Presented a request for a waiver from Mr. Gerardo Aguilera for quadplexes for a waiver from the requirements to install curb and gutter on Arnall Drive. Ms. Sanchez stated he is proposing quadplexes across from Griffin Road. Ms. Sanchez added that the City of Walthourville has implemented the installation of curbs and gutters on new construction. Adam Mainer with Goosecreek Engineering stated his client is requesting leniency for the waiver and to install curb and gutter will cost the developer a minimum of \$10,000 cost increase. Councilman Underwood stated he believes the city should enforce curb and gutters. Mayor Hayes stated eliminating curbs and gutters will have an adverse impact on the city's draining infrastructure. The motion to deny the waiver was made by Councilwoman Kelly with the second being provided by Councilman Underwood.

Vote 4-0: Motion Carried Unanimously.

3. LCPC

Mr. Todd Kennedy

Was presenting a Business License Request for Ms. Bianca Williams for a Cottage Food Business. Mr. Kennedy stated Ms. Williams had an unexpected interruption and was unable to make it to the meeting. He is asking for this item to be tabled until the January 14th, meeting. The motion to tabled this item was made by Councilman Dodd and the second was added by Councilwoman Kelly.

Vote: 4-0: Motion Carried Unanimously.

4. LCPC

Mr. Todd Kennedy

Presented a Unified Development Ordinance. This item requires a public hearing. At 6:52 PM a motion to enter into a public hearing was made by Councilman Dodd and the second was added by Councilman Boston.

Vote: 4-0: Motion Carried Unanimously.

There were no speakers present in favor nor were there any opposed.

At 6:53 PM a motion to exit the Public Hearing was made by Councilwoman Kelly and the second was added by Councilman Boston.

The proposed UDO amendment includes a revision to Table 203.1 in Article 203 to allow for the placement of double wide manufactured homes in the R-8 zone within Walthourville. Councilman Dodd asked if this only affects mobile homes coming in now. He was informed yes. Councilman

Boston stated he is not in favor of mobile homes. He stated mobile homes can have an effect on future developers if they come into the area and see the city saturated with mobile homes. The motion to approve the UDO was made by Councilman Dodd and the second was added by Councilman Underwood.

Vote: 3-1: Motion Carried.

Councilmembers voting favorable were: Dodd, Underwood and Kelly.

Councilmember opposed was: Boston.

5. City of Walthourville

Chief Nicolas Maxwell

Presented the Fire Code Ordinance and Fees that was given to the Mayor and Council at the November 12th meeting. It was given to allow the Elected Officials time to review and make changes. Chief Maxwell stated this was the State Fire Code and Fees that originated from the State of Georgia and is adopted by most municipalities. Councilman Dodd requested Chief Maxwell change any wording in the document that stated "Fire Chief." He referenced Sections 8.3, 8.8, 8.9, 8.10. The motion to table this item and bring it back to the January 14th, 2025 meeting was made by Councilman Boston and the second was added by Councilman Underwood.

Vote: 4-0: Motion Carried Unanimously.

On December 26, 2024, Chief Maxwell emailed the revision copy to the Mayor and Council.

6. Millage Public Hearings

Mayor and Council

The City of Walthourville will implement property tax and establish a millage in 2025. The new councilmembers Boston, Underwood and Dodd stated the city should have already moved forward with this. Mayor Hayes stated she has frequented the Tax Assessors and Tax Commissioner's office three or more times, and the city had to wait for Liberty to receive the tax digest. She further added that if the city had moved forward without the accurate information it would have been in vain and the city would have had to start over.

Councilman Boston stated he had reviewed the advertising information, and he would like to proceed with Public Hearings. He proposed the following dates and times for the 2025 Millage Public Hearings. Per, State Georgia, a municipality must hold 3 (three) hearings.

Public Hearing #1 January 2, 2025-12 Noon-1:00 PM @ Walthourville Fire Department

Public Hearing # 2 January 2, 2025- 6:00 PM-7:00 PM @ Walthourville Fire Department

Public Hearing # 3 January 14, 2025-5:00 PM-5:35 PM @ Walthourville Fire Department

The City Clerk will advertise and publish this information. The Motion to approve these dates and times was made by Councilman Boston and the second was added by Councilman Underwood.

Vote: 4-0: Motion Carried Unanimously

7. City of Walthourville

Mayor and Council

FY 2025 Budget. Section 4.2-4.3 of the City of Walthourville's Charter states that the city must adopt a balanced budget before the start of the next fiscal year. Currently, the city has held six budget workshops with CKH Consulting, the city's CPA firm. Per State of Georgia and the city's Charter the city is required to hold a Public Hearing for the constituents and a Budget Adoption. Meeting to adopt the FY 2025 Budget. The hearing must be held 7 days prior to the budget adoption. The Budget Adoption will be held on Friday December 27, 2024 @ 12 Noon.

1. FY 2025 Budget Adoption will be posted in the Coastal Courier on Thursday December 12, 2024.
2. FY 2025 Public Hearing will be held on Thursday December 19, 2024 from 6:00 PM-7:00 PM at the Walthourville Police Department.

3. FY 2025 Budget Adoption Special Called Meeting will be held on Friday December 27, 2024 at noon at the Walthourville Police Department.

8. City of Walthourville Mayor and Council
Tree Lighting. Mayor Hayes asked the Council if the city would be having tree lighting and if so, what date did they want it to be. Discussions ensued about the time of the lighting with the date of the month already being December 10th. Councilwoman Kelly stated she was sad that the city hasn't already had a Christmas Celebration. Councilman Boston stated he would help Councilwoman Kelly with the event. He will await the date and what is needed.

9. City of Walthourville Mayor Hayes and Attorney Luke R. Moses
City of Allenhurst IGA. Mayor Hayes stated the IGA that the city has with Allenhurst expired during the Mayor Carrie Kent Administration. The Mayor added that she has been communicating with Attorney Moses about drafting an IGA with Allenhurst for Fire Service and Sanitation Collection. With the City of Walthourville privatizing the Sanitation Department, Allenhurst has requested their own agreement with Atlantic Waste. The motion to approve and execute the IGA was made by Councilman Boston and the second was added by Councilman Underwood.

Vote: 4-0: Motion Carried Unanimously

10. City of Walthourville Mayor Hayes and Attorney Luke R. Moses
Public Utilities Ordinance. This ordinance will require companies to inform the City when they are in the city performing work. This ordinance originated when cellular and cable companies began venturing onto residents personal property and would begin digging in the citizens yards with no recourse for damages. Several residents have contacted the elected officials complaining and the city did not have a legal binding ordinance to mitigate the damages. The motion to approve the Public Utilities Ordinance was made by Councilwoman Kelly and the second was added by Councilman Underwood.

Vote: 4-0: Motion Carried Unanimously

IX. Department Reports

1. Mr. Patrick Golphin
No Report.

Water Department

2. Chief Nicolas Maxwell

Fire Department

Reported the department has answered 58 calls since November 12th, 2024. They responded to a structure fire in Allenhurst and the city's engine was on scene within 6 minutes. They are also assisting the homeowner with post fire reports.

3. Chief Christopher Reed

Police Department

Reported this is the season to be Merry and to be robbed. He advised everyone to please be vigilant, watch your surroundings, and lock your doors and your valuables up. With the upcoming Holiday Season, thieves are out in full force.

X. Citizens Comments
None

XI. Council Comments

Councilman Mitchell Boston had no comments.

Councilman Patrick Underwood had no comment, he wished everyone a Merry Christmas.

Councilwoman Bridgette Kelly is disappointed there will be no Christmas Tree Lighting

Councilman Robert Dodd reported the post Hurricane Helene Routes in Walthourville for debris removal will take another 10-14 days. He wished everyone a Merry Christmas and a Happy New Year.

Councilman Boston added that he is happy the city has a balanced budget. He stated that is one of the reasons he ran for council. Councilman Underwood echoed the same sentiments.

XII. Mayors Comments

Mayor Sarah B. Hayes

She Thanked everyone for their support and hard work this year and wished everyone a Merry Christmas and she is looking forward to the New Year.

XIII. Executive Session

None

XIV. Adjournment

Councilmembers

At 8:08 PM a motion to adjourn was made by Councilman Dodd and the second was added by Councilman Dodd.

Vote: 4-0: Motion Carried Unanimously.

City of Walthourville
Mayor and Council Special Called Meeting Minutes
December 27, 2024 @ 12 Noon
Walthourville Police Department

I. The meeting was called to order at 12:06 PM by Mayor Sarah B. Hayes. In addition to Mayor Hayes, other members of Council present were:

II. Roll Call:

Councilman Mitchell Boston (remote)
Councilwoman Bridgette Kelly

Councilman Patrick Underwood
Councilman Robert Dodd

Member Absent: Mayor Pro Tem Lucina L. Lovette

The attendance of the Council constituted a quorum.

III. Purpose of Meeting

Mayor Sarah B. Hayes

Mayor Hayes addressed the Council that the city has held six budget meetings prior to this adoption. The Budget has been balanced by the City's CPA's-CKH with input and guidance from the Elected Body. The FY 2025 General Fund Budget is \$2,736,468.26 and the FY 2025 Water Fund Budget is \$2,630,100.00. She asked if there was a motion to adopt the FY 2025 Budget. There was no response, and the motion died. Mayor Hayes asked if there was reason a motion was not made. She asked for the motion again and the motion died a second time. Councilwoman Kelly stated she had a question about the city's finances. She had requested a Special Called Meeting prior to this meeting. (Due to the holidays, the meeting could not be advertised properly due to the deadlines of the Coastal Courier). She referenced a transfer that she saw on the city's online banking. Councilwoman Kelly has and was given access by Mayor Hayes. She mentioned a transfer from T-SPLOST to the Water Fund in the amount of \$300,000.00 and she wanted to know why money was being taken from a specialty purpose earmarked account? Mayor Hayes answered, "for bills," and added that it was for a Water Emergency Bills.

Mayor Hayes stated on December 12, 2024 she received a call from the city's Water Team that the city had a major sewer problem on Pamela Drive. After speaking with EPD the city had about 90 minutes act to get this spill contained. The city utilizes EOM; however, the city has outstanding bills from EOM, and they would not assist the city until the bills were paid. Mayor Hayes stated she did not want sewer backed up into citizens home and the city would have incurred fines from EPD that could have been in the millions of dollars.

Councilmembers Boston, Kelly and Underwood stated they were concerned that money was being spent that should not have been spent for this Water Project. And Council should have been informed. Mayor Hayes stated this was an Emergency and she made the best decision she could. The money was spent on EOM. Councilwoman Kelly questioned, "why was \$300K transferred and the money is still in the Water Fund?" Mayor Hayes informed her the city still has bills December 12th that haven't been submitted by EOM and the city must purchase a bypass pump and a lift station pump. These pumps are very costly. The Councilmembers stated the funds are commingled and bills should not be paid with TSPLOST Funds.

Mayor Hayes informed them no routine bills were being paid with these funds. She added that she took full responsibility because she was trying to save the city from additional expenses such as an EPD Fine. Mayor Hayes further added that the Water Fund would have had money but that the Water Fund has been supporting the General Fund for years. Councilwoman Kelly wanted to know why the check could not have been written from the TSPLOST Account. (For informational purposes the TSPLOST is considered a General Fund Account (100) and this emergency was for the Water Fund (505).

Councilman Boston added that this alludes to what he has been saying the city is overspending and massive cuts need to be made.

Attorney Moses stated he did not have the city's TSPLOST agreement, but he was certain the Water Emergency was an allowable cost as outlined in the agreement. He addressed the council and stated the city's charter specifically stated that the city must adopt a balanced budget each year to remain in State Compliance. He stated the council could always amend the budget in the new year.

Councilman Dodd asked, when we know if we can legally use the TSPLOST Funds? Attorney Moses stated he will research it and the Council can call a Special Called Meeting. Mayor Hayes again, asked if there was a motion to approve the FY 2025 Budget there was no response, and the motion died the third time.

Mayor Hayes asked the council what they wanted to do about the upcoming Budget. Councilman Underwood stated he couldn't support the budget until he knew if the money could be spent, legally. Councilman Dodd stated he wasn't going to approve the Budget because he doesn't support the city charging a Fire Fee. Councilmembers Boston and Kelly stated they couldn't pass the budget because the city needed to make additional budget cuts, and they wanted the department heads to make the necessary budget cuts for their departments.

- IV. Motion to Approve the FY 2025 Budget Mayor and Council
Attorney Moses again stated the budget could be amended. The Council decided to pass the FY 2025 Budget to remain in compliance but as a contingent consequence to passing the budget they scheduled a Special Called Meeting for January 7, 2025 at 6:00 PM to amend the FY 2025 Budgets. The motion under these conditions was made by Councilwoman Kelly and the second was added by Councilman Boston.

Vote: 3-1: Motion Carried.

Councilmembers Voting Favorably: Boston, Underwood and Kelly.

Councilmember Opposed: Dodd

- V. Motion to Adjourn Councilmembers
At 1:04 PM the motion to adjourn was made by Councilwoman Kelly and the second was added by Councilman Boston.

DRAFT

City of Walthourville
Mayor and Council Special Called Meeting
January 7, 2025 @ 6:00 PM
Walthourville Police Department

- I. Call to Order: The meeting was called to order at 6:00 PM by Mayor Sarah B. Hayes.
- II. Roll Call: The roll was taken by the City Clerk. In addition to the presence of Mayor Hayes the following members were present:

Mayor Pro Tem Luciria L. Lovette
Councilman Patrick Underwood
Councilman Robert (Bob) Dodd

Councilman Mitchell Boston
Councilwoman Bridgette Kelly

The attendance of the Council constituted a quorum.

Attorney Luke R. Moses was present.

- III. Purpose: FY 2025 Budget Amendment Modifications Mayor and Council

Mayor Hayes asked the Council who wanted to lead the discussion. Councilman Boston took the lead and stated we need to look at each department and make cuts. He added that as elected officials they pledged to be good stewards of the city's money. He referenced the \$300K transfer from TSPLOST to the Water Fund. Mayor Pro Tem Lovette, asked, "what is going on, I have been out." Mayor Hayes provided a narrative about what transpired on December 12th that led to the transfer. She reiterated again that the city had 90 minutes to act and to eradicate the problem.

Attorney Moses stated he had reviewed the TSPLOST Agreement, and the city was in compliance to use the funds for the Water Emergency. All Elected Officials were given their TSPLOST Agreement. Councilwoman Kelly stated she understood the emergency, but the money should be put back into the TSPLOST Account. Mayor Hayes stated the money was still in the account because the city still has to pay the bill associated with the December 12, 2024 emergency and the Water Department is in need of a bypass pump and a lift station pump. Those items are very costly and the city is awaiting accurate pricing. The council was adamant about transferring the money back to the TSPLOST Account. The motion to transfer \$199,279.69 from the Water Fund to the TSPLOST Account was made by Councilman Boston and the second was added by Councilman Underwood. Vote: 5-0: Motion Carried Unanimously.

Councilman Boston stated he proposed selling some of the vehicles that the city owns. He wants to sell the city's Sanitation Trucks. The city still owes one of the garbage trucks (\$80K+). He stated the city had a buyer for the truck when the bids were placed for the Privatization of the Sanitation Department and the city could have made money. Mayor Hayes said she would like to see the city retain possession of the Garbage Truck for one year to see how the contract with Atlantic Waste plays out. She wants to ensure

that the citizens are happy with the service. "If we get rid of the garbage truck and we will not have our own truck to revert to." Councilman Boston stated we are losing money and the funds for the truck can be used to defray the cost of the landfill bills.

He recommended selling the following that will be addressed at the January 14, 2025 Regular Meeting:

- 2 Garbage Trucks (Public Works)
- 1 Ford Bronco (Fire Department)
- 1 Crown Victoria (Fire Department)
- 1 Ford Ranger-Mosquito Truck (Public Works)

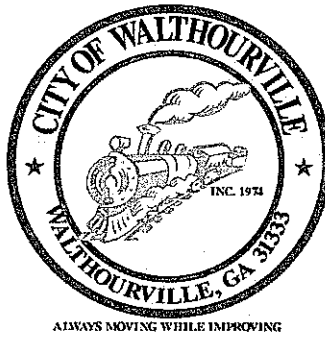
Attorney Moses asked how did they want to bid? Would they accept minimum bids? Mayor Hayes stated all bids should be placed on the State Gov Deals site.

The City's CPA, Mr. Eon Wyk was presently remotely on the telephone. Councilwoman Kelly said she needed to see what amount each department spent last year and from those numbers they could make a determination. Mr. Wyk said that CKH was still entering data from 2024 and it will probably be the end of January before they would have those numbers. She said upon receiving those number she could make a better decision but cuts have to come from somewhere, the number of employees or employee salaries.

Councilmembers Boston and Underwood said the city is spending too much money and not enough revenue is coming into the General Fund. The Water Fund is self-sufficient. The General Fund consist of Mayor & Council, Fire Department, Police Department, Roads and Grounds and Johnnie Frasier Park. City Clerk Moss said the city is only spending for operational bills, what can be cut? They stated they didn't know but cuts will have to occur. She reminded everyone that in 2020 the city assumed payments for the Garbage Truck from the Mayor Pray Administration. The first payment and succeeding payments of \$40K were made from the General Fund and thus far the city has spent \$200K from the General Fund on the Sanitation Truck.

With Mr. Wyk saying the final tabulations for 2024 will not be available until late January they will await the report and revisit the budget.

- IV. Adjournment: At 7:58 PM a motion to adjourn was made by Councilman Boston and the second was added by Councilman Underwood. Vote: 5-0: Motion Carried.



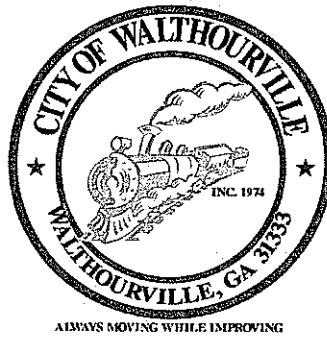
PRESENTATIONS

Mr. Sam Sullivan

Atlantic Waste

Chief Appraiser Mr. Kenneth Payne

Liberty County
Tax Assessor's



AGENDA ITEM 1

LCPC

Mr. Todd Kennedy

Liberty Consolidated Planning Commission – Report

Governing Authority: The City of Walthourville



Mayor & Council Date: January 14, 2025

Type of Permit: Business License – Cottage Food Business

Owner of Business: Bianca Williams

Business Managed By: Bianca Williams

Property Zoned: AR-1 (Agricultural Residential)

Comments: This proposed business is a cottage food business located at 93 Phenela Lane. The Parcel Number is 051C056. This request was tabled at the 12/10/24 City Council Meeting.

LCPC Zoning Recommendation: **APPROVAL**

* Contingent upon the requirements from the GA Department of Agriculture and the Liberty County Health Department

LCPC Staff:

Todd Kennedy

12/13/24

Date



City of Walthourville Business License Division

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:

☒ New Application

☐ Ownership Change / Date ownership changed & Certificate # _____

☐ I am filling a name/or address change for Certificate# _____

Name business as Sweet Street

Business Phone# (912) 334-9891

Name of Corporation/LLC* The Sweet Street Experience LLC

Business Address 93 Phenela Ln Unit B

Mailing Address 93 Phenela Ln Unit B

Home Address 93 Phenela Ln Unit B City Walthourville State GA Zip 31301

Email Address Sweet912street@yahoo.com

Full Detailed Description of Business

Number of employees (including ownership) in City of Walthourville _____

E-verify# (Required if 11 or more employees) 1

State Sales Tax ID# 33-1998093 Federal ID # 33-1998093

Owner Name Bianca Lorraine Williams SS# _____ DOB 09/22/1991

DOES THIS BUSINESS REQUIRE A STATE LICENSE? ☒ (YES) _____ (NO)

(Please attach a copy of your state license or certification)

*** All electrical, mechanical, plumbing, well drilling contractors, salon, 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.

FOR OFFICE USE ONLY

ZONING DEPT ☐ APPROVED ☐ DISAPPROVED BY _____ DATE _____

FIRE DEPT ☐ APPROVED ☐ DISAPPROVED BY _____ DATE _____

CITY COUNCIL ☐ APPROVED ☐ DISAPPROVED BY _____ DATE _____

BUSINESS LICENSE DEPT DATE RECEIVED _____

BUSINESS LICENSE ISSUANCE DATE _____

Mailing Address: P.O Box K, Walthourville, GA 31333

Phone: (912) 368-7501

Office Location: 222 Busbee Road, Walthourville, GA 31333

Web site address: www.cityofwalthourville.com



City of Walthourville Business License Division

APPLICATION FOR CHANGE IN LICENSE

FOR THE YEAR _____ DATE _____ ACCOUNT NUMBER _____

\$25.00 CHARGE FOR RELOCATION

\$25.00 CHARGE FOR NAME CHANGE OF BUSINESS

INDICATE THE CHANGE YOU ARE APPLYING FOR:

☐ NAME

☐ ADDRESS

☐ NAME AND ADDRESS

CURRENT INFORMATION OF BUSINESS:

Current business name _____

Address: _____

Owner: _____

Manager: _____

Nature of business: _____

Phone number: _____

COMPLETE ONLY THE SPACE THAT WOULD APPLY TO YOUR CHANGE:

New name of business: _____

New address of business: _____

New manager: _____

New phone number: _____

The undersigned affirms that the above statements are true and correct to the best of his/her knowledge and belief.

This _____ day of _____, _____

AUTHORIZED SIGNATURE OF APPLICANT

PERSONNALLY before the undersigned appeared

_____ who on Oath has sworn that the above information given therein is true and correct.

Sworn and subscribed before me this _____ day of _____, _____

STATE OF _____ COUNTY OF _____ CITY OF _____

NOTARY PUBLIC

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.cityofwalthourville.com

City of Walthourville Business License Division



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.

RW If this property is zoned residential, no clients, employees, sales, deliveries, storage of inventory, or equipment (initials) 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.

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

RW I will comply with the Zoning Restrictions stated above. (initials)

I Bianca L. Williams, 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 operate in compliance with all applicable state, federal and local laws, ordinances and regulations, and 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 and enforce laws, ordinances and regulations. I understand that all decisions of the Business License Division may be appealed to the City of Walthourville.

This 20 day of November, 2024.

Legibly print name Bianca L. Williams

Signature of applicant 

This application must be approved by the Liberty County Planning Commission

Tax Map & Parcel# _____

Zoning Classification _____

Approved by: _____

Date Approved: _____

Date the request will be presented to Mayor and Council: _____

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

Mailing Address: P.O Box K, Walthourville, GA 31333

Phone: (912) 368-7501

Office Location: 222 Busbee Road, Walthourville, GA 31333

Web site address: www.cityofwalthourville.com

CITY OF WALTHOURVILLE BUSINESS LICENSE DIVISION – LAWFUL PRESENCE AFFIDAVIT
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:

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 20 day of November, 2024 in Walthourville (city), GA (state).



*Signature of Applicant

Bianca L. Williams

Printed Name of Applicant

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
____ DAY OF _____, 20____

NOTARY PUBLIC
My Commission Expires:

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

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.cityofwalthourville.com

CITY OF WALTHOURVILLE BUSINESS LICENSE DIVISION – PRIVATE EMPLOYER AFFIDAVIT

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 1st of the below-signed year, the individual, firm, or corporation employed more than ten (10) employees¹.

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

(B) ☒ On January 1st 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 _____, 20____
20 24 in Walthourville (city), GA (state). November



Signature of Authorized Officer or Agent

Blanca L. Williams CEO

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE _____ DAY OF _____, 20____

NOTARY PUBLIC

My Commission Expires: _____

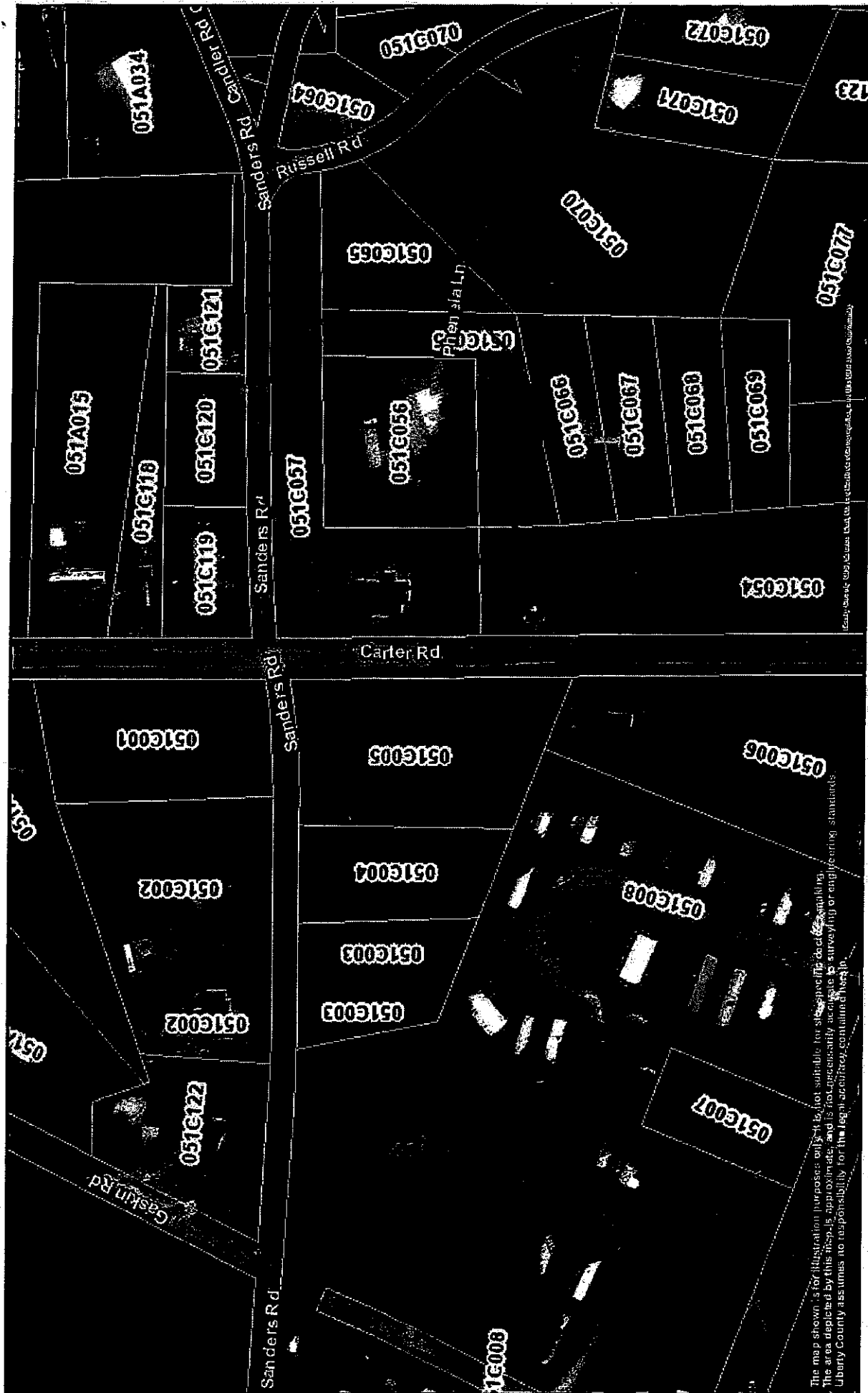
¹ To determine the number of employees for purposes of this affidavit, a business must count its total number of employees company-wide, regardless of the city, state, or country in which they are based, working at least 35 hours a week.

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.cityofwalthourville.com



Liberty County PRISM 2.0

- Areas
- Carto Line
- Override 1
- Land Hook
- Roads
- Parcels

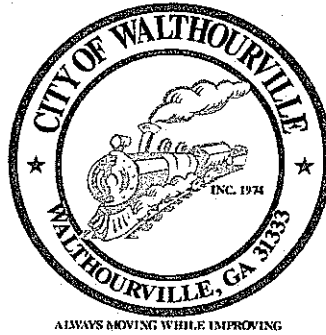


Liberty County
Assessors' Office
100 Main Street, Suite 1550
Hinesville, Georgia 31313
Phone: (912) 876-3568

0.035 mi
0.07 mi
1 inch = 188 feet



The map shown is for illustration purposes only and is not suitable for site-specific or engineering standards. The area depicted by this map is approximate, and is not necessarily accurate to surveying or engineering standards. Liberty County assumes no responsibility for the legal accuracy contained herein.



AGENDA ITEM 2

LCPC

Mr. Todd Kennedy

Liberty Consolidated Planning Commission – Report

Governing Authority: The City of Walthourville



Mayor & Council Date: January 14, 2025

Type of Permit: Business License – Home-Based Business

Owner of Business: Jennifer Ward

Business Managed By: Jennifer Ward

Property Zoned: R-12 (Single-Family Residential - 12)

Comments: This proposed business is a Home-Based Business that will consist of Christian Life Coaching. Sessions with clients will be done virtually. The name of the business is Blossoming with Jiren LLC. The location is 128 Dorsey Road. The Parcel Number is 040D027.

LCPC Zoning Recommendation: **APPROVAL**

* Contingent upon any other applicable requirements.

LCPC Staff:

Todd Kennedy

1/17/25

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.cityofwalthourville.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: ☒ New Application
☐ Ownership Change / Date ownership changed & Certificate # _____
☐ I am filling a name/or address change for Certificate# _____

Name business as Blossoming With Fire Business Phone# 912 560 3011
Name of Corporation/LLC Blossoming With Fire LLC
Business Address 127 Dorsey Road Hinesville, GA 31313
Mailing Address _____
Email Address jenniferward1223@yahoo.com
Full Detailed Description of Business Christian Life Coaching

Date Business began in City of Walthourville August 2024 11/05
#of employees in City of Walthourville _____ E-verify# (Required if 11 or more employees)
State Sales Tax ID# _____ Federal ID # 99-4514773
Owner Name Jennifer Ward SS# _____ DOB _____
Home Address 127 Dorsey Road Apt# _____ City Hinesville State GA Zip 31313

*** 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? _____ 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:

JW
(initials)

Signature:

Jennifer Ward

Jennifer Ward 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 _____ day of _____, 2015.

Signature of applicant

Jennifer Ward

legibly print name

Jennifer Ward

This application must be approved by the Liberty County Planning Commission

Tax Map & Parcel# _____

Zoning Classification _____

Approved by: _____

Date Approved: _____

Date the request will be presented to Mayor and Council: _____

*****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:

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 ___ day of _____, 201__ in _____ (city), _____ (state).

*Signature of Applicant

Printed Name of Applicant

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

____ DAY OF _____, 201__

NOTARY PUBLIC

My Commission Expires:

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

Secure and Verifiable Documents Under O.C.G.A. § 50-36-2
Issued August 1, 2011 by the Office of the Attorney General, Georgia

The Illegal Immigration Reform and Enforcement Act of 2011 ("IIREA") provides that "[n]ot later than August 1, 2011, the Attorney General shall provide and make public on the Department of Law's website a list of acceptable secure and verifiable documents. The list shall be reviewed and updated annually by the Attorney General." O.C.G.A. § 50-36-2(f). The Attorney General may modify this list on a more frequent basis, if necessary.

The following list of secure and verifiable documents, published under the authority of O.C.G.A. § 50-36-2, contains documents that are verifiable for identification purposes, and documents on this list may not necessarily be indicative of residency or immigration status.

- A United States passport or passport card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A United States military identification card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A driver's license issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An identification card issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A tribal identification card of a federally recognized Native American tribe, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer. A listing of federally recognized Native American tribes may be found at:
<http://www.bia.gov/WhoWeAre/BIA/OIS/TribalGovernmentServices/TribalDirectory/index.htm> [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A United States Permanent Resident Card or Alien Registration Receipt Card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An Employment Authorization Document that contains a photograph of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A passport issued by a foreign government [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]

- A Merchant Mariner Document or Merchant Mariner Credential issued by the United States Coast Guard [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A Free and Secure Trade (FAST) card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A NEXUS card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A Secure Electronic Network for Travelers Rapid Inspection (SENTRI) card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A driver's license issued by a Canadian government authority [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A Certificate of Citizenship issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-560 or Form N-561) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- A Certificate of Naturalization issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-550 or Form N-570) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- In addition to the documents listed herein, if, in administering a public benefit or program, an agency is required by federal law to accept a document or other form of identification for proof of or documentation of identity, that document or other form of identification will be deemed a secure and verifiable document solely for that particular program or administration of that particular public benefit. [O.C.G.A. § 50-36-2(c)]

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 1st of the below-signed year, the individual, firm, or corporation employed more than ten (10) employees¹.

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

(B) ☒ On January 1st 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 _____, _____, 201__ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

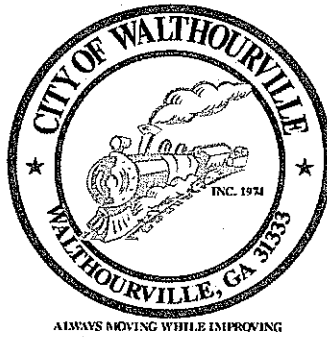
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 201__.

NOTARY PUBLIC

My Commission Expires: _____

¹ 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.



AGENDA ITEM 3

LCPC

Mr. Todd Kennedy

Liberty Consolidated Planning Commission – Report

Governing Authority: The City of Walthourville



Mayor & Council Date: January 14, 2025

Type of Permit: Business License – Personal Service Shop

Owner of Business: Lamonica Jenkins

Business Managed By: Lamonica Jenkins

Property Zoned: C-3 (Highway Commercial)

Comments: This proposed business is a Personal Service Shop that will provide beauty and salon services. The name of the business is Statuesque Salon and Beauty LLC. The location is 4981 W. Oglethorpe Hwy. The Parcel Number is 050A163.

LCPC Zoning Recommendation: **APPROVAL**

* Contingent upon any other applicable requirements.

LCPC Staff: 
Todd Kennedy

1/17/25
Date



City of Walthourville Business License Division

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:

- ☒ New Application
☐ Ownership Change / Date ownership changed & Certificate # _____
☐ I am filling a name/or address change for Certificate# _____

Name business as Statuesque Salon and Beauty LLC
Business Phone# (912) 271 9207
Name of Corporation/LLC* Statuesque Salon and Beauty LLC
Business Address 4981 W. Oglethorpe Highway Hinesville Ga 31313
Mailing Address 947 Poppleton Drive Hinesville Ga 31313
Home Address 947 Poppleton Drive City Hinesville State Ga Zip 31313
Email Address lamonica61@gmail.com

Full Detailed Description of Business

This establishment provides a range of services to clients including hair cutting, styling, coloring, chemical services, facials, waxing and

Number of employees (including ownership) in City of Walthourville _____

E-verify# (Required if 11 or more employees) _____

State Sales Tax ID# _____ Federal ID # _____

Owner Name LAMONICA JENKINS SS# _____ DOB 03-16-1983

DOES THIS BUSINESS REQUIRE A STATE LICENSE? ☒ (YES) ☐ (NO)

(Please attach a copy of your state license or certification)

*** All electrical, mechanical, plumbing, well drilling contractors, salon, 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.

FOR OFFICE USE ONLY

ZONING DEPT ☐ APPROVED ☐ DISAPPROVED BY _____ DATE _____
FIRE DEPT ☐ APPROVED ☐ DISAPPROVED BY _____ DATE _____
CITY COUNCIL ☐ APPROVED ☐ DISAPPROVED BY _____ DATE _____
BUSINESS LICENSE DEPT DATE RECEIVED _____
BUSINESS LICENSE ISSUANCE DATE _____

Mailing Address: P.O Box K, Walthourville, GA 31333

Phone: (912) 368-7501

Office Location: 222 Busbee Road, Walthourville, GA 31333

Web site address: www.cityofwalthourville.com



City of Walthourville Business License Division

APPLICATION FOR CHANGE IN LICENSE

FOR THE YEAR _____ DATE _____ ACCOUNT NUMBER _____

\$25.00 CHARGE FOR RELOCATION

\$25.00 CHARGE FOR NAME CHANGE OF BUSINESS

INDICATE THE CHANGE YOU ARE APPLYING FOR:

() NAME

() ADDRESS

() NAME AND ADDRESS

CURRENT INFORMATION OF BUSINESS:

Current business name: _____

Address: _____

Owner: _____

Manager: _____

Nature of business: _____

Phone number: _____

COMPLETE ONLY THE SPACE THAT WOULD APPLY TO YOUR CHANGE:

New name of business: _____

New address of business: _____

New manager: _____

New phone number: _____

The undersigned affirms that the above statements are true and correct to the best of his/her knowledge and belief.

This _____ day of _____

AUTHORIZED SIGNATURE OF APPLICANT

PERSONALLY before the undersigned appeared

_____ who on Oath has sworn that the above information given therein is true and correct.

Sworn and subscribed before me this _____ day of _____

STATE OF _____ COUNTY OF _____ CITY OF _____

NOTARY PUBLIC

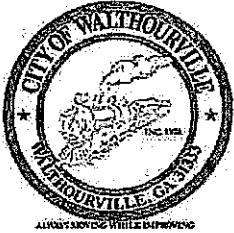
Mailing Address: P.O Box K, Walthourville, GA 31333

Office Location: 222 Busbee Road, Walthourville, GA 31333

Phone: (912) 368-7501

Web site address: www.cityofwalthourville.com

City of Walthourville Business License Division



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.

CB If this property is zoned residential, no clients, employees, sales, deliveries, storage of inventory, or equipment (initials) 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.

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

CB I will comply with the Zoning Restrictions stated above. (initials)

I LAMONICA JENKINS, 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 operate in compliance with all applicable state, federal and local laws, ordinances and regulations, and 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 and enforce laws, ordinances and regulations. I understand that all decisions of the Business License Division may be appealed to the City of Walthourville.

This 6th day of JANUARY, 2025.

Legibly print name LAMONICA JENKINS

Signature of applicant *Lamonica Jenkins*

This application must be approved by the Liberty County Planning Commission

Tax Map & Parcel# _____

Zoning Classification _____

Approved by: _____

Date Approved: _____

Date the request will be presented to Mayor and Council: _____

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

Mailing Address: P.O Box K, Walthourville, GA 31333

Phone: (912) 368-7501

Office Location: 222 Busbee Road, Walthourville, GA 31333

Web site address: www.cityofwalthourville.com

CITY OF WALTHOURVILLE BUSINESS LICENSE DIVISION – LAWFUL PRESENCE AFFIDAVIT

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:

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 16th day of January, 2025 in Walthourville (city), Georgia (state).


*Signature of Applicant

La Monica Jenkins
Printed Name of Applicant

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

____ DAY OF _____, 20____

NOTARY PUBLIC

My Commission Expires:

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

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.cityofwalthourville.com

CITY OF WALTHOURVILLE BUSINESS LICENSE DIVISION – PRIVATE EMPLOYER AFFIDAVIT

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 1st of the below-signed year, the individual, firm, or corporation employed more than ten (10) employees¹.

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

(B) ☒ On January 1st 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 _____, _____,
20____ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE _____ DAY OF _____, 20____

NOTARY PUBLIC

My Commission Expires: _____

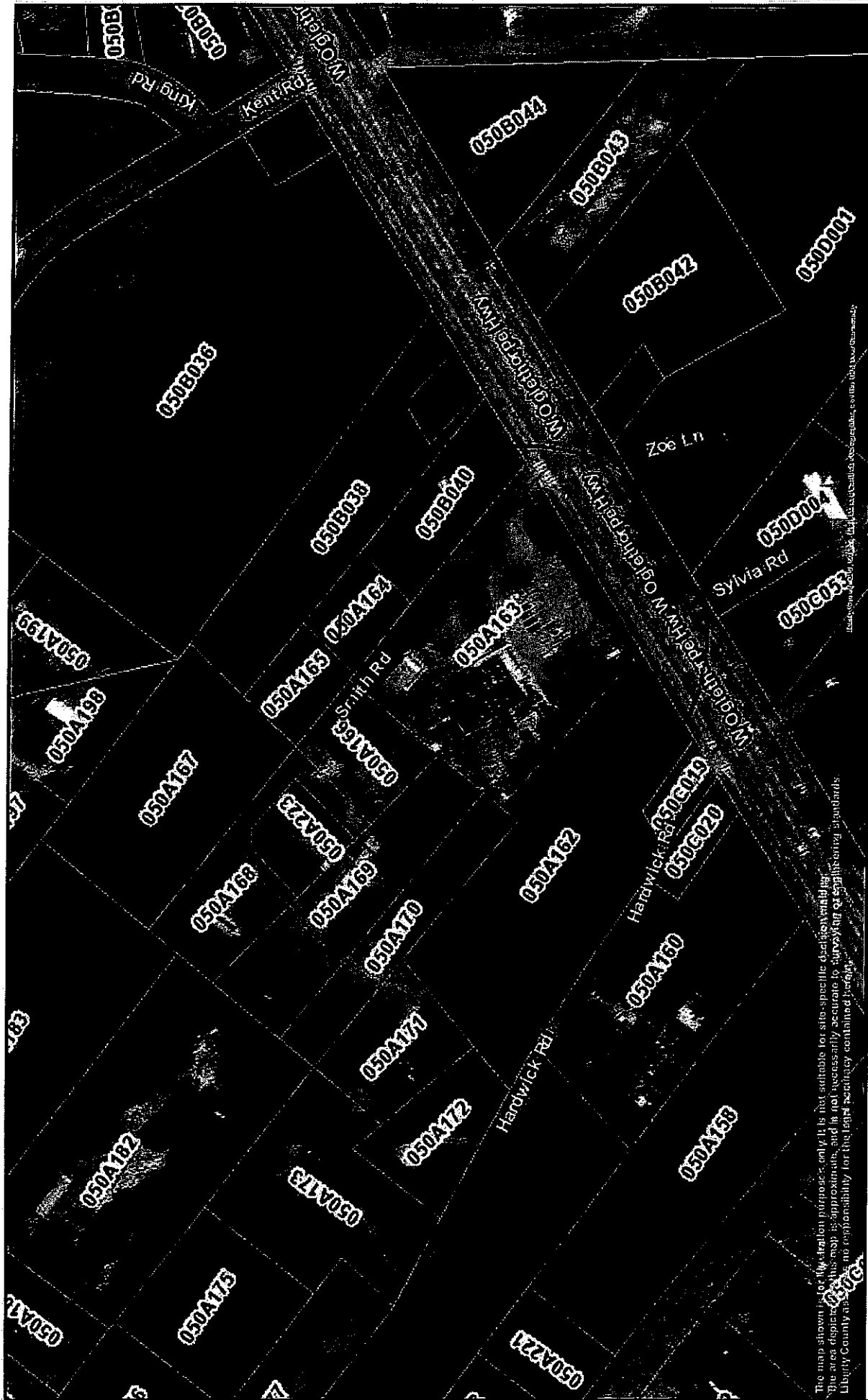
¹ To determine the number of employees for purposes of this affidavit, a business must count its total number of employees company-wide, regardless of the city, state, or country in which they are based, working at least 35 hours a week.

Mailing Address: P.O Box K, Walthourville, GA 31333

Phone: (912) 368-7501

Office Location: 222 Busbee Road, Walthourville, GA 31333

Web site address: www.cityofwalthourville.com



The map shown is for informational purposes only. It is not suitable for site-specific design or planning. The area depicted on this map is approximate, and is not necessarily accurate to surveying or engineering standards. Liberty County has no responsibility for the legal accuracy contained herein.

Liberty County PRISYM 2.0

- Areas**
- Carto Line
 - Override 1
 - Land Hook
 - Roads
 - Parcels



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

0 0.035 0.07 mi
1 inch = 188 feet



Liberty Consolidated Planning Commission – Report

Governing Authority: The City of Walthourville



Mayor & Council Date: December 10, 2024

Type of Permit: Business License – Cottage Food Business

Owner of Business: Bianca Williams

Business Managed By: Bianca Williams

Property Zoned: AR-1 (Agricultural Residential)

Comments: This proposed business is a cottage food business located at 93 Phenela Lane. The Parcel Number is 051C056.

LCPC Zoning Recommendation: **APPROVAL**

* Contingent upon the requirements from the GA Department of Agriculture and the Liberty County Health Department

LCPC Staff: 
Todd Kennedy

11/21/25
Date



City of Walthourville Business License Division

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:

☒ New Application

() Ownership Change / Date ownership changed & Certificate # _____

() I am filling a name/or address change for Certificate# _____

Name business as Sweet Street

Business Phone# (912) 334-9891

Name of Corporation/LLC* The Sweet Street Experience LLC

Business Address 93 Phenela Ln Unit B

Mailing Address 93 Phenela Ln Unit B

Home Address 93 Phenela Ln Unit B City Walthourville State GA Zip 31301

Email Address Sweet912street@yahoo.com

Full Detailed Description of Business

Number of employees (including ownership) in City of Walthourville 1

E-verify# (Required if 11 or more employees) 1

State Sales Tax ID# 33-1998093 Federal ID # 33-1998093

Owner Name Bianca Lorraine Williams SS# 589-17-0473 DOB 09/22/1991

DOES THIS BUSINESS REQUIRE A STATE LICENSE? ☒ (YES) () (NO)

(Please attach a copy of your state license or certification)

*** All electrical, mechanical, plumbing, well drilling contractors, salon, 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.

FOR OFFICE USE ONLY

ZONING DEPT () APPROVED () DISAPPROVED BY _____ DATE _____

FIRE DEPT () APPROVED () DISAPPROVED BY _____ DATE _____

CITY COUNCIL () APPROVED () DISAPPROVED BY _____ DATE _____

BUSINESS LICENSE DEPT DATE RECEIVED _____

BUSINESS LICENSE ISSUANCE DATE _____

Mailing Address: P.O Box K, Walthourville, GA 31333

Phone: (912) 368-7501

Office Location: 222 Busbee Road, Walthourville, GA 31333

Web site address: www.cityofwalthourville.com



City of Walthourville Business License Division

APPLICATION FOR CHANGE IN LICENSE

FOR THE YEAR _____ DATE _____ ACCOUNT NUMBER _____

\$25.00 CHARGE FOR RELOCATION

\$25.00 CHARGE FOR NAME CHANGE OF BUSINESS

INDICATE THE CHANGE YOU ARE APPLYING FOR:

() NAME

() ADDRESS

() NAME AND ADDRESS

CURRENT INFORMATION OF BUSINESS:

Current business name: _____

Address: _____

Owner: _____

Manager: _____

Nature of business: _____

Phone number: _____

COMPLETE ONLY THE SPACE THAT WOULD APPLY TO YOUR CHANGE:

New name of business: _____

New address of business: _____

New manager: _____

New phone number: _____

The undersigned affirms that the above statements are true and correct to the best of his/her knowledge and belief.

This _____ day of _____, _____

AUTHORIZED SIGNATURE OF APPLICANT

PERSONNALLY before the undersigned appeared

_____ who on Oath has sworn that the above information given therein is true and correct.

Sworn and subscribed before me this _____ day of _____

STATE OF _____ COUNTY OF _____ CITY OF _____

NOTARY PUBLIC

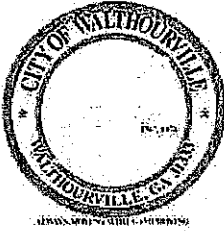
Mailing Address: P.O. Box K, Walthourville, GA 31333

Office Location: 222 Busbee Road, Walthourville, GA 31333

Phone: (912) 368-7501

Web site address: www.cityofwalthourville.com

City of Walthourville Business License Division



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.

BW If this property is zoned residential, no clients, employees, sales, deliveries, storage of inventory, or equipment (initials) 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.

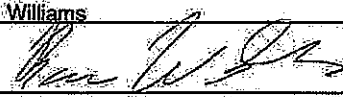
BW I swear or affirm that I have obtained or will obtain within thirty days of the date of this application a City of (initials) Walthourville Certificate of Occupancy as required by the city ordinances.

BW I will comply with the Zoning Restrictions stated above. (initials)

I, Bianca L. Williams, 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 operate in compliance with all applicable state, federal and local laws, ordinances and regulations, and 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 and enforce laws, ordinances and regulations. I understand that all decisions of the Business License Division may be appealed to the City of Walthourville.

This 20 day of November, 2024.

Legibly print name Bianca L. Williams

Signature of applicant 

This application must be approved by the Liberty County Planning Commission

Tax Map & Parcel# _____

Zoning Classification _____

Approved by: _____

Date Approved: _____

Date the request will be presented to Mayor and Council: _____

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

Mailing Address: P.O Box K, Walthourville, GA 31333

Phone: (912) 368-7501

Office Location: 222 Busbee Road, Walthourville, GA 31333

Web site address: www.cityofwalthourville.com

CITY OF WALTHOURVILLE BUSINESS LICENSE DIVISION – LAWFUL PRESENCE AFFIDAVIT
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:

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 20 day of November, 2024 in Walthourville (city), GA (state).



*Signature of Applicant

Bianca L. Williams

Printed Name of Applicant

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

____ DAY OF _____, 20____

NOTARY PUBLIC
My Commission Expires:

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

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.cityofwalthourville.com

CITY OF WALTHOURVILLE BUSINESS LICENSE DIVISION – PRIVATE EMPLOYER AFFIDAVIT

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 1st of the below-signed year, the individual, firm, or corporation employed more than ten (10) employees¹.

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

(B) ☒ On January 1st 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 _____, 20
20 24 in Walthourville (city), GA (state). November



Signature of Authorized Officer or Agent

Blanca L. Williams CEO

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 20____

NOTARY PUBLIC

My Commission Expires: _____

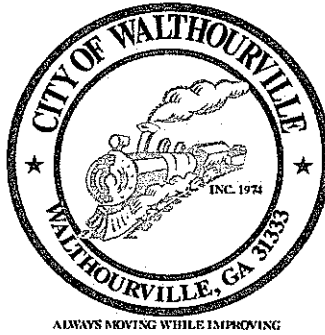
¹ To determine the number of employees for purposes of this affidavit, a business must count its total number of employees company-wide, regardless of the city, state, or country in which they are based, working at least 35 hours a week.

Mailing Address: P.O Box K, Walthourville, GA 31333

Phone: (912) 368-7501

Office Location: 222 Busbee Road, Walthourville, GA 31333

Web site address: www.cityofwalthourville.com

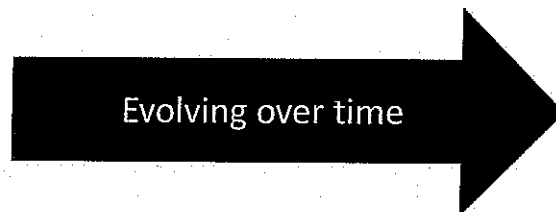


AGENDA ITEM 4

City of Walthourville

Program Objectives required to align services to

APPLICANTS ARE "REQUIRED" TO FOCUS ON ADDRESSING THE FOLLOWING PROGRAM OBJECTIVES



- **Objective 1:** Develop and establish appropriate governance structures, as well as develop, implement, or revise Cybersecurity Plans, to improve capabilities to respond to cybersecurity incidents and ensure continuity of operations.
- **Objective 2:** Understand their current cybersecurity posture and areas for improvement based on continuous testing, evaluation, and structured assessments.
- **Objective 3:** Implement security protections commensurate with risk.
- **Objective 4:** Ensure organization personnel are appropriately trained in cybersecurity, commensurate with responsibility

Managed IT Services

BENEFITS OF MANAGED IT SERVICES

- ▶ Ensure the reliability, security, and performance of your IT infrastructure, allowing you to better focus on your core business objectives.
- ▶ Benefit from improved efficiency, reduced downtime, enhanced security, and predictable IT costs.

SERVICES INCLUDE...

- ▶ Network monitoring and management, including end of life management
- ▶ Cybersecurity management and threat detection
- ▶ Software updates and patch management
- ▶ **Multi-factor authentication** a method of verifying users' identities before granting them access to a system.
- ▶ **Endpoint detection and response (EDR)** is the new antivirus—essential and usually required if you want cyber insurance.
- ▶ **Encryption technologies** protect sensitive client information, both in transit and at rest
- ▶ **Security information and event management (SIEM)** identifies the most important and critical security alerts received from different systems



Managed Security Services

BENEFITS OF MANAGED SECURITY SERVICES

- Organizations collaborate with a cybersecurity service provider to enhance their security posture, protect digital assets, and mitigate the risk of cyber threats.
- A great fit for organizations that do not have the internal expertise to keep up with cybersecurity best practices, tools, and threats.

SERVICES INCLUDE...

- **Managed detection and response (MDR)** provides a security team will proactively look for cyberthreats across your servers, computers, and entire IT network, 24/7/365
- **Web content filtering** special tools can place restrictions on what internet content employees can access.
- **Dark web monitoring** covers the Dark Web in case account credentials (such as administrative passwords) appear on the black market.
- **Cloud security** offers enhanced cybersecurity protection that fends off many modern cyberattacks such as phishing, brute force attacks, and ransomware.
- **Antispam and email filtering** tools prevent many potential phishing email messages from reaching employees' inboxes



Data Backup and Disaster Recovery

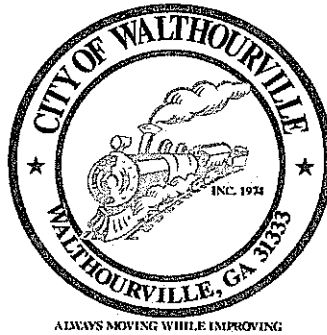
BENEFITS OF BACKUP & RECOVERY

- Minimize operational disruption in the end of an incident
- Onsite and offsite data backup solutions mitigate different forms of risk
- Offer periodic testing and ongoing monitoring

SERVICES INCLUDE...

- **Onsite local data backups** to lessen time to recovery for smaller incidents
- **Offsite data backup** to plan for worst-case scenarios
- **Disaster recovery planning** minimize downtime and the risk of delays when restoring impacted services.

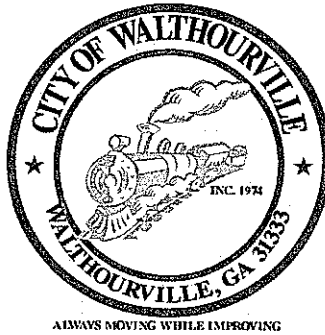




AGENDA ITEM 5

City of Walthourville

Mayor Sarah B. Hayes



AGENDA ITEM 6

City of Walthourville

Mayor Sarah B. Hayes