



**City of Walthourville Mayor and Council Meeting  
February 14, 2023 @ 6:00 PM  
Walthourville Police Department**

**Regular Agenda**  
***The Honorable Mayor Larry D. Baker, Presiding***

The Honorable Mayor Pro Tem Sarah B. Hayes      The Honorable Charlie L. Anderson, Sr.  
The Honorable James Hendry      The Honorable Bridgette Kelly  
The Honorable Luciria L. Lovette

Luke R. Moses, City Attorney  
Fire Chief, John Pittman  
Police Chief, Chris Reed

- |      |                                   |                             |
|------|-----------------------------------|-----------------------------|
| I.   | Meeting Called to Order:          | <b>Mayor Larry D. Baker</b> |
| II.  | Roll Call:                        | <b>City Clerk</b>           |
| III. | Invocation                        | <b>Appointee</b>            |
| IV.  | Pledge of Allegiance:             | <b>In Unison</b>            |
| V.   | Adoption of City Council Agenda:  | <b>Councilmembers</b>       |
| VI.  | Adoption of City Council Minutes: | <b>Councilmembers</b>       |

- **January 24, 2023 Regular Meeting Minutes**
- **January 24, 2023 Executive Session Minutes**

VII. Presentations:

<b>Mrs. Pam Helton</b>	<b>Georgia Municipal Association, Atlanta Georgia</b>
	<b>Director of Member Services</b>

VIII. Agenda Items:

**1. Keep Liberty Beautiful**

**Dr. Karen Bell**  
**Executive Director**

**Arbor Day Proclamation.** Proclaiming February 17<sup>th</sup>, 2023 as Arbor Day in the City of Walthourville.

**Recommendation:** For Mayor and Council to approve the Proclamation.

**2. LCPC**

**Ms. Lori Parks**

**Business License Request.** For a Mobile Shaved Ice Trailer.

**Recommendation:** For Mayor and Council to approve/disapprove a Mobile Shaved Ice Trailer for Mr. Phillip Bohannon. He would like to set up at Dawson's Feed and Seed Store. The property is zoned commercial, and he has the pertinent Health Department Permits.

**3. LCPC**

**Ms. Lori Parks**

**Business License Request.** For D & D New & Used Enterprises.

**Recommendation:** For Mayor and Council to approve/disapprove a Business License Request for Mr. Rodney Kelly. The business will be located at 5715 West Oglethorpe Highway, Walthourville Meat Market Property. The property is zoned B-1 (Neighborhood Commercial District). Mr. Kelly would like to set up in the parking lot and sell merchandise such as shoes, clothes and handbags.

**4. LCPC**

**Ms. Lori Parks**

**Zoning Permit Request.** Zoning Permit for Julius Pray Road.

**Recommendation:** For Mayor and Council to approve/disapprove a Zoning Permit for Julius Pray Road for a new double-wide from Hinesville Home Center. The owner of the property is Mr. Kevin Walthour and the applicant is Hinesville Home Center. The property is zoned AR-1 which allows double-wides.

**5. LCPC & TRLong Engineering**

**Mr. Jeff Ricketson and Mr. Trent Long**

**Rezoning Request.** Rezoning Petition 2022-009-W.

**Recommendation:** Request by Dryden Enterprises, Inc., (the applicant) to rezone 67.66 acres of land, more or less, from I-1(Industrial District) to PUD (Planned Unit Development) for a single-family residential subdivision located both in the City of Walthourville and Long County. 204 Lots will be located in the City of Walthourville and approximately 237 lots in Long County. The property is located off Hardman Road and Highway 84.

**6. City of Walthourville**

**Councilwoman Bridgette Kelly**

**Road Improvement.** Griffin Road

**Recommendation.** Mrs. Carla Bell has approached the city about the deterioration of Griffin Road. She is asking the Mayor and Council to pave and or repair the road.

**7. City of Walthourville**

**Mayor Larry D. Baker & Attorney Luke R. Moses**

**Contract Renewal or Termination.** Cali Communications, LLC.

**Recommendation:** For Mayor and Council to approve/disapprove the contract for Cali Communication, operated by Ms. Natalie Lopez as the Public Information Officer for the Police Department. Ms. Lopez is a vendor and has a contract for \$1500 monthly.

**IX. City Reports**

**Councilmembers / Department Heads**

Fire Department

**Councilman Charlie L. Anderson, Sr.**

Economic Development

**Mayor Pro Tem Sarah B. Hayes**

Public Works

**Councilman James Hendry**

Water Department

**Councilwoman Bridgette Kelly**

Parks and Recreation

**Councilwoman Luciria L. Lovette**

Police Department

**Mayor Larry D. Baker**

Office of the Mayor

**Mayor Larry D. Baker**

X. Executive Session

**None**

XI. Adjournment

**Councilmembers**

When an Executive Session is required, one will be called for the following issues:

**(1) Personnel (2) Real Estate or (3) Litigation**

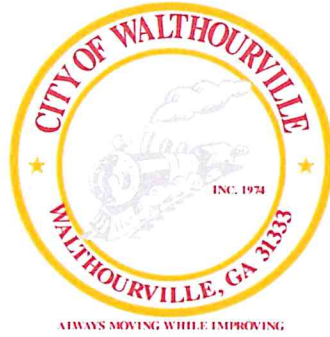
# Presentation

GMA

Mrs. Pam Helton

Director of Member Services





# MINUTES

City of Walthourville  
Mayor and Council Meeting Minutes  
January 24, 2023 @ 6:00 PM  
Walthourville Police Department

- I. Call to Order: The meeting was called to order at 6:00 PM by Mayor Larry D. Baker.
- II. Roll Call was taken by the City Clerk with the following members present:

Mayor Larry D. Baker	Mayor Pro Tem Sarah B. Hayes
Councilman Charlie L. Anderson, Sr.	Councilman James Hendry
Councilwoman Bridgette Kelly	Councilwoman Luciria L. Lovette

*The attendance of council constituted a quorum.*

City Attorney Luke R. Moses was present.

- III. Invocation was given by Mayor Larry D. Baker.
- IV. Pledge of Allegiance was recited in unison.
- V. Adoption of City Council Agenda: The motion to approve the agenda as the order of business for the evening with a request to enter Executive Session for a personnel matter was made by Councilwoman Lovette and the second was added by Mayor Pro Tem Hayes. Vote: 5-0: Motion Carried Unanimously
- VI. Adoption of City Council Minutes
- December 13, 2022 Regular Meeting Minutes, the motion to approve was made by Mayor Pro Tem Hayes and the second was added by Councilwoman Kelly. Vote: 4-1: Motion Carried.  
(Opposed: Councilwoman Lovette)
  - December 13, 2022 Executive Session Minutes, the motion to approve was made by Mayor Pro Tem Hayes and the second was added by Councilman Anderson. Vote: 4-1: Motion Carried.  
(Opposed: Councilwoman Lovette)
  - December 19, 2022 Special Called Meeting Minutes, the motion to approve was made by Councilman Anderson and the second was added by Councilman Hendry. Vote: 4-1: Motion Carried.  
(Opposed: Councilwoman Lovette).

- January 10, 2023 Regular Meeting Minutes, the motion to approve was made by Councilman Hendry and the second was added by Councilwoman Kelly.  
Vote: 4-1: Motion Carried.  
(Opposed: Councilwoman Lovette).

VII. Presentation(s): None

VIII. Agenda Items:

1. Weiner, Shearhouse, Weitz, Greenberg & Shawe. Attorney Christopher Lane. Provident Land Holdings. Land Donation to the City of Walthourville including a pump station at the Estates at Wilder Pond. Mayor Baker called Executive Director Mr. Jeff Ricketson to elaborate on this item. Mr. Ricketson stated this is customary for a developer to give the land to the city. He stated the city was already maintaining the pump station and accepting the donated land would give the land that the pump station is on to the city.

Engineer Marcus Sack stated the pump station was a warranty for the city. The Mayor and Council stated the developer had to place a pump station on the property and the city owns the infrastructure. The motion to approve and accept the land donation was made by Councilman Hendry and the second was added by Mayor Pro Tem Hayes.  
Vote: 5-0: Motion Carried Unanimously.

2. LCPC Mr. Jeff Ricketson Presented a Business License Request for Braids by Deidre. The business will be located at 4981 West Oglethorpe Highway, Suite 4. The business will provide natural hair care services such as braids, hair locs and extensions. The property is zoned B-2 General Commercial District. The motion to approve was made by Councilwoman Lovette and the second was added by Councilwoman Kelly.  
Vote: 5-0: Motion Carried Unanimously.

3. LCPC Mr. Jeff Ricketson Business License Request. El Cheapo Business owner and name change only. Mr. Ricketson stated Mr. Derany Patel was requesting a name change only. The ownership changed and Mr. Patel wanted to apply for a Business License. The motion to approve was made by Councilman Hendry and the second was added by Councilwoman Lovette.  
Vote: 5-0: Motion Carried Unanimously.

4. City of Walthourville Ms. Shana T. Moss Qualifying Fee's for the November 7<sup>th</sup>, 2023 General Election. The City of Walthourville's General Election will be managed by Liberty County Board of Elections. Ms. Moss stated, "Pursuant to O.C.G.A 21-2-132 (d)(4) each municipality shall designate the days of the qualifying period, which shall be no less than three days and no more than five days and the days must be consecutive."



The qualifying fees are 3% of the gross salary of the office. The qualifying fees were determined as:

Mayor—Monthly Salary \$1200 x12=\$14,400 x.03=\$432.00 Qualifying Fee  
Councilmembers-Monthly Salary \$600 x12=\$7,200 x .03=\$216.00 Qualifying Fee  
The motion to approve and accept the resolution for the qualifying fee's was made by Councilwoman Kelly and the second was added by Councilwoman Lovette.  
Vote: 5-0: Motion Carried Unanimously

5. City of Walthourville Ms. Shana T. Moss  
Qualifying Dates for the City's General Election. Ms. Moss stated the city would be holding a General Election on November 7<sup>th</sup>, 2023 that will be administered by Liberty County Board of Elections. She stated the Georgia's Secretary of State's Office has declared Qualifying Dates for August 21<sup>st</sup>-25<sup>th</sup>, 2023. She requested to remain in alignment with the State of Georgia that the dates be approved. She further stated that the qualifying hours will be 9:00 AM-4:30 PM Monday through Friday and that the office will be closed for lunch from 1:00 PM-2:00 PM daily. Lastly, Ms. Moss reported that the clock in the foyer of City Hall will be used to determine qualifying beginning and ending times. The motion to approve the resolution was made by Councilwoman Kelly and the second was added by Councilwoman Lovette.  
Vote: 5-0: Motion Carried Unanimously

#### City Reports

#### Councilmembers/Department Heads

##### Fire Department

##### Councilman Charlie L. Anderson, Sr.

Chief John Pittman stated the Fire Department has been busy answering calls. As of today (01-24-23) the department has answered 58 calls. The ladder truck is still in production and is being striped and LED lights are being installed. The pumper tanker will be arriving in May from Michigan. Chief Pittman stated he has been looking for grants for the city; however, the city is ineligible to apply for grants because there is not a funding plan in place for the department. He urged the Mayor and Council to revisit and adopt the Fire Fee that has been previously presented. To adopt this fee, will aid the city in obtaining grants. Chief Pittman stated the city will need to have a fee in place by 2025 when the new cycle of grants are presented. Councilwoman Kelly asked, "how are we going to approve a Fire Fee?"

##### Economic Development

##### Mayor Pro Tem Sarah B. Hayes

Reported the City had a COVID and Flu Vaccination Clinic on January 21, 2023 at the Fire Department. Vaccinations were available to both adults and children. On February 18, 2023 the City in conjunction with Keep Liberty Beautiful will hold the Recycle/Shred Event. The shred it truck will be located at City Hall. The hours will be from 9:00 AM-1:00 PM.

##### Public Works

##### Councilman James Hendry

Reported public works is filling in driveways with dirt. Bulk trash has been behind because the truck has been in the shop.



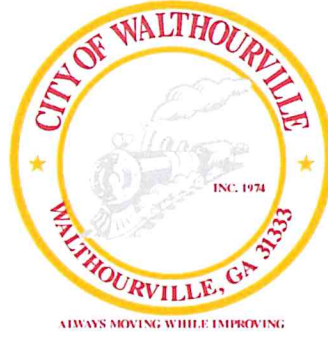
Water Department Councilwoman Bridgette Kelly  
Reported that Southern Civil is in the city working on the ARPA Project of looping the lines. Currently, they are working in the vicinity of Carter, Julius and Strickland Roads. The water interruptions they are trying to keep to a minimum. However, due to the nature of the work being performed, it will be necessary for water interruptions. City Hall notifies the citizens via Facebook and the city's website.

Parks and Recreation Councilwoman Luciria L. Lovette  
Thanked the Mayor for allowing everyone to attend the GMA Cities Summit in Atlanta, Georgia. She stated she attended a Parks and Recreation class and there are grants to upgrade the park. The grants are also available to make the park ADA and handicap accessible.

Police Department Mayor Larry D. Baker  
Sergeant Fulwood gave the report in the absence of Chief Reed (who was attending the Georgia Police Chiefs Association Conference). Sgt. Fulwood introduced new Officer Patrick Williams. Officer Williams hails from Memphis, Tennessee. He is married with two children. Officer Williams stated he was happy to be onboard and he looked forward to meeting and working with everyone. Sgt. Fulwood gave the departmental statistics.

Office of the Mayor Mayor Larry D. Baker  
None

- IX. Executive Session Mayor and Council  
At 6:29 PM a motion to enter Executive Session for a personnel matter was made by Councilwoman Lovette and the second was added by Councilman Anderson.  
Vote: 5-0: Motion Carried Unanimously
- At 7:36 a motion to exit Executive Session and re-enter the regular meeting was made by Mayor Pro Tem Hayes and the second was provided by Councilman Hendry.  
Vote: 5-0: Motion Carried Unanimously
- X. Adjournment: At 7:38 PM a motion to adjourn was made by Councilwoman Lovette and the second was added by Councilman Anderson.  
Vote: 5-0: Motion Carried Unanimously



# AGENDA ITEM 1



# ARBOR DAY OFFICIAL PROCLAMATION

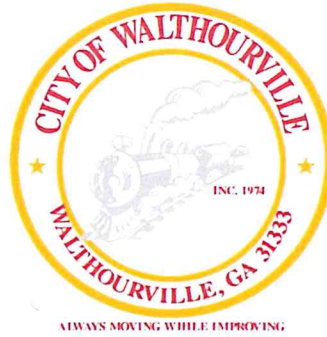
- WHEREAS** in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, *and*
- WHEREAS** this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, *and*
- WHEREAS** Arbor Day is now observed throughout the nation and the world, *and*
- WHEREAS** trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, *and*
- WHEREAS** trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, *and*
- WHEREAS** trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, *and*
- WHEREAS** trees – wherever they are planted – are a source of joy and spiritual renewal.
- NOW, THEREFORE,** I, Larry D. Baker, Mayor of the City of Walthourville, along with Mayor Pro Tem Sarah B. Hayes, Councilmembers: Charlie L. Anderson, Sr., James Hendry, Bridgette Kelly and Luciria L. Lovette do hereby proclaim February 17<sup>th</sup>, 2023 as ARBOR Day here in the City. I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and
- FURTHER,** I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations. This 14<sup>th</sup> day of February 2023.

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Larry D. Baker, Mayor

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Shana T. Moss, City Clerk



# AGENDA ITEM 2



Liberty Consolidated Planning Commission – Report

**Governing Authority: The City of Walthourville**



Mayor & Council Date: February 14, 2023

Business License: For a Mobile Shaved Ice Trailer

Owner of Vehicle: Mr. Phillip Bohannon

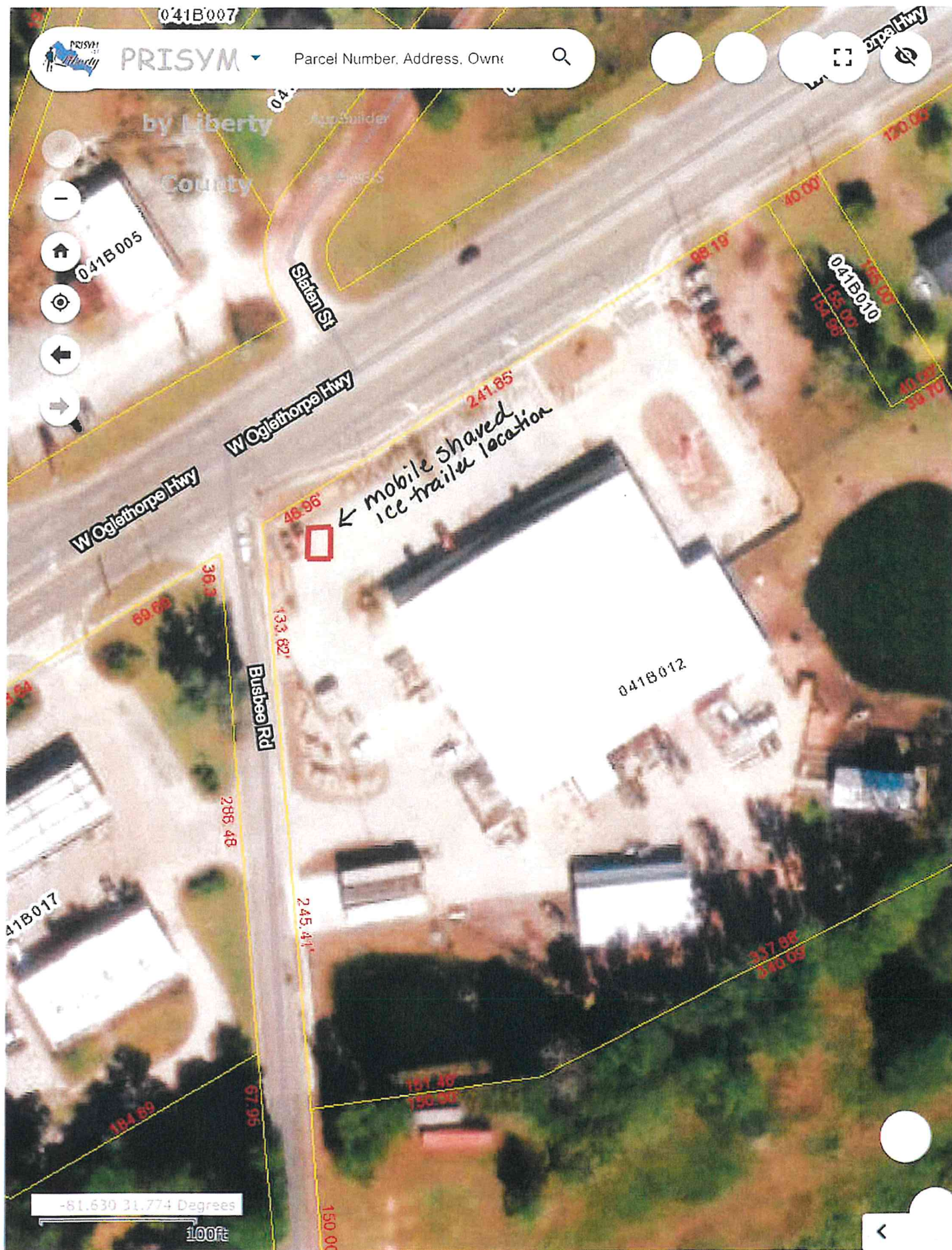
Comments: He would like to set up at Dawson's Feed and Seed Store. Property is zoned commercial. Health Dept. approved permits are attached.

Recommendation: Approval

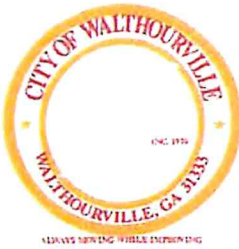
LCPC Staff: Lori Parks

Lori Parks  
Zoning Administrator

2.9.23  
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](http://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 Sugar N Sno Business Phone#(912) 320-3080  
Name of Corporation/LLC\* \_\_\_\_\_  
Business Address 208 Dairy Rd Hinesville GA 31513  
Mailing Address \_\_\_\_\_  
Email Address bohannon.p.j@gmail.com  
Full Detailed Description of  
Business Shave Ice trailer that will sell different sizes of  
shave ice, fresh lemonade, popcorn, will be in Dawson's  
General store parking lot & sell pre package items.  
Date Business began in City of Walthourville Not yet, ASAP  
#of employees in City of Walthourville 2 E-verify# (Required if 11 or more employees \_\_\_\_\_  
State Sales Tax ID# 308793178 Federal ID # 92-0326191  
Owner Name Phillip Bohannon SS# \_\_\_\_\_ OB 12/12/1986  
Home Address 208 Dairy Rd 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? 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: CB  
(initials)

Signature: Phillip Bohannon

I Phillip Bohannon, 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 \_\_\_\_\_, 20\_\_\_\_.

Signature of applicant Phillip Bohannon legibly print name Phillip Bohannon

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

Tax Map & Parcel# 041B-012

Zoning Classification B-1

Approved by: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Date the request will be presented to Mayor and Council: 2-14-23

**\*\*\*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:

GA Driver's license

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).

Phillip Behannon  
\*Signature of Applicant

Phillip Behannon  
Printed Name of Applicant

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE

1 DAY OF November, 2022

Yokesha Greene  
NOTARY PUBLIC

My Commission Expires:

5/10/2026



\*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 \_\_\_\_\_, \_\_\_\_, 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: \_\_\_\_\_

\_\_\_\_\_  
<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.



# GEORGIA DEPARTMENT OF PUBLIC HEALTH

KATHLEEN E. TOOMEY, M.D., M.P.H., COMMISSIONER

## MOBILE FOOD SERVICE UNIT PERMIT

01/06/2023  
(DATE ISSUED)

FSP-089-000483  
(PERMIT NUMBER)

### A PERMIT IS HEREBY GRANTED TO

**Phillip Lynn Bohannon** (PERMIT HOLDER) to maintain and operate a mobile food service unit

Name of Mobile Unit: **Sugar -N- Sno Mobile Unit**

Base of Operation: **FSP-089-000482**  
(BASE OF OPERATIONS PERMIT NUMBER)

Location of Base of Operation: **208 Dairy RD** **HINESVILLE**  
(STREET, HIGHWAY, OR RFD) (CITY OR TOWN)

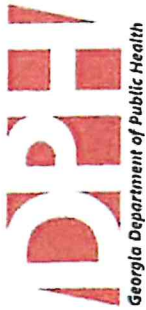
License Plate Number: **TU44A92**

This permit signifies compliance on the date of issue with the Rules of the Georgia Department of Public Health pursuant to the O.C.G.A. 26-2-373 et seq. and is valid until the permit is suspended, revoked, or expires.

*Kathleen E. Toomey*  
Issuing Official for County Board of Health

DISPLAY FOR PUBLIC VIEW - NOT TRANSFERABLE - PROPERTY OF THE HEALTH AUTHORITY





# GEORGIA DEPARTMENT OF PUBLIC HEALTH

KATHLEEN E. TOOMEY, M.D., M.P.H., COMMISSIONER

## FOOD SERVICE PERMIT FOR BASE OF OPERATION

01/06/2023  
(DATE ISSUED)

FSP-089-000482  
(PERMIT NUMBER)

### A PERMIT IS HEREBY GRANTED TO

Phillip Lynn Bohannon to maintain and operate a mobile food service base of operation  
(PERMIT HOLDER)

Base of Operation: Sugar -N- Sno (BOO)  
(NAME OF BASE OF OPERATION)

Location of Base of Operation: 208 Dairy RD HINESVILLE  
(STREET, HIGHWAY, OR RFD) (CITY OR TOWN)

This permit signifies compliance on the date of issue with the Rules of the Georgia Department of Public Health pursuant to the O.C.G.A. 26-2-373 et seq. and is valid until the permit is suspended, revoked, or expires.

*Kathleen Toomey*  
Issuing Official for County Board of Health

DISPLAY FOR PUBLIC VIEW - NOT TRANSFERABLE - PROPERTY OF THE HEALTH AUTHORITY



# Business License

Liberty County

Building and Licensing Department

112 N. Main Street

Hinesville, Georgia 31313

912-876-8454

Account Number: 2068



THIS CERTIFIES THAT

**Sugar N Sno**

Location: 208 Dairy Road, Hinesville, Georgia 31313

Mailing Address: 208 Dairy Road, Hinesville, Georgia 31313

Business Owner: Phillip Lynn Bohannon

A License is granted for the amount of \$100.00, in unincorporated Liberty County subject to compliance with the provision of the Business License Resolution of the Board of Commissioners, Liberty County, Georgia for Carrying on the business of:

**License Type**  
Business License

**Business Type**  
MOBILE FOOD SERVICES

**Issue Date**  
01/03/2023

**Expire Date**  
12/31/2023

*Phyllis M. Martin*

Licensing Director

01/03/2023

Date

This license is non-transferable.

GEORGIA DEPARTMENT OF PUBLIC HEALTH  
Food Service Establishment Inspection Report

Establishment Name: Sugar -N- Sno (BOO)

**Address:** 208 Dairy RD

Georgia Department of Public Health

City: HINESVILLE Time In: 02 : 30 PM Time Out: 03 : 00 PM

Inspection Date: 01/06/2023 CFSM: Phillip Bohannon

Purpose of Inspection: Routine ☐ Followup ☐ Initial ☒  
 Issued Provisional Permit ☐ Temporary ☐

Risk Type: 1 ☒ 2 ☐ 3 ☐ Permit#: FSP-089-000482

<p><b>Risk Factors</b> are food preparation practices and employee behaviors most commonly reported to the Centers for Disease Control and Prevention as contributing factors in foodborne illness outbreaks. Public health interventions are control measures to prevent illness or injury.</p>	<p><b>Good Retail Practices</b> are preventive measures to control the introduction of pathogens, chemicals, and physical objects into foods.</p>
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CURRENT SCORE	CURRENT GRADE
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# INITIAL

SCORING AND CATEGORIZING	A=90-100	B=80-89	C=70-79	U≤69
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## FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

1100. Each answer combination must be the best No. of NOs for each numbered item. For items marked 0100 mark 0015 or 2 for each item as appropriate.

IN= in compliance    OUT=not in compliance    NO=not observed    NA=not applicable    COS=corrected on-site during inspection    R=repeat violation of the same code provision=2 points

Compliance Status							COS	R	Compliance Status							COS	R	
1	IN	OUT	NA	NO	Supervision		4 points		5	IN	OUT	NA	NO	Cooking and Reheating of TCS Foods, Consumer Advisory		9 points		
	<input type="radio"/>	<input type="radio"/>			1-2A. PIC present, demonstrates knowledge, performs duties		<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	5-1A. Proper cooking time and temperatures		<input type="radio"/>	<input type="radio"/>	
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		1-2B. Certified Food Protection Manager		<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	5-1B. Proper reheating procedures for hot holding		<input type="radio"/>	<input type="radio"/>	
2	IN	OUT	NA	NO	Employee Health, Good Hygienic Practices, Preventing Contamination by Hands		9 points			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			4 points		
	<input type="radio"/>	<input type="radio"/>			2-1A. Proper use of restriction & exclusion		<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>			5-2. Consumer advisory provided for raw and undercooked foods		<input type="radio"/>	<input type="radio"/>	
	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	2-1B. Hands clean and properly washed		<input type="radio"/>	<input type="radio"/>										
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		2-1C. No bare hand contact with ready-to-eat foods or approved alternate method properly followed		<input type="radio"/>	<input type="radio"/>										
							4 points		6	IN	OUT	NA	NO	Holding of TCS Foods, Date Marking of TCS Foods		9 points		
	<input type="radio"/>	<input type="radio"/>			2-2A. Management knowledge, responsibilities, reporting		<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	6-1A. Proper cold holding temperatures		<input type="radio"/>	<input type="radio"/>	
	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	2-2B. Proper eating, tasting, drinking, or tobacco use		<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	6-1B. Proper hot holding temperatures		<input type="radio"/>	<input type="radio"/>	
	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	2-2C. No discharge from eyes, nose, and mouth		<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	6-1C. Proper cooling time and temperature		<input type="radio"/>	<input type="radio"/>	
	<input type="radio"/>	<input type="radio"/>			2-2D. Adequate handwashing facilities supplied & accessible		<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	6-1D. Time as a public health control: procedures and records		<input type="radio"/>	<input type="radio"/>	
	<input type="radio"/>	<input type="radio"/>			2-2E. Response procedures for vomiting & diarrheal events		<input type="radio"/>	<input type="radio"/>								4 points		
3	IN	OUT	NA	NO	Approved Source		9 points			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	6-2. Proper date marking and disposition		<input type="radio"/>	<input type="radio"/>	
	<input type="radio"/>	<input type="radio"/>			3-1A. Food obtained from approved source		<input type="radio"/>	<input type="radio"/>		7	IN	OUT	NA	NO	Highly Susceptible Populations		9 points	
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		3-1B. Food received at proper temperature		<input type="radio"/>	<input type="radio"/>			<input type="radio"/>	<input type="radio"/>		7-1. Pasteurized foods used: Prohibited foods not offered		<input type="radio"/>	<input type="radio"/>	
	<input type="radio"/>	<input type="radio"/>			3-1C. Food in good condition, safe, and unadulterated		<input type="radio"/>	<input type="radio"/>										
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		3-1D. Required records: shellstock tags, parasite destruction		<input type="radio"/>	<input type="radio"/>		8	IN	OUT	NA	NO	Chemicals		4 points	
4	IN	OUT	NA	NO	Protection From Contamination		9 points			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		8-2A. Food additives: approved and properly used		<input type="radio"/>	<input type="radio"/>	
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	4-1A. Food separated and protected		<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>			8-2B. Toxic substances properly identified, stored, used		<input type="radio"/>	<input type="radio"/>	
	<input type="radio"/>	<input type="radio"/>			4-1B. Proper disposition of returned, previously served, reconditioned, and unsafe food		<input type="radio"/>	<input type="radio"/>										
							4 points		9	IN	OUT	NA	NO	Conformance with Approved Procedures		4 points		
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		4-2A. Food stored covered		<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		9-2. Compliance with variance, specialized process and HACCP plan		<input type="radio"/>	<input type="radio"/>	
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		4-2B. Food-contact surfaces: cleaned & sanitized		<input type="radio"/>	<input type="radio"/>										

## GOOD RETAIL PRACTICES

(Mark the numbered item OUT, if not in compliance. For items marked OUT, mark COS or R for each item as applicable. R = Repeat Violation of the same code provision = 1 point)

Compliance Status			COS	R	Compliance Status			COS	R
10	OUT	Safe Food and Water, Food Identification	3 points		14	OUT	Proper Use of Utensils	1 point	
	<input type="checkbox"/>	10A. Pasteurized eggs used where required	<input type="checkbox"/> <input type="checkbox"/>			<input type="checkbox"/>	14A. In-use utensils: properly stored	<input type="checkbox"/> <input type="checkbox"/>	
	<input type="checkbox"/>	10B. Water and ice from approved source	<input type="checkbox"/> <input type="checkbox"/>			<input type="checkbox"/>	14B. Utensils, equipment and linens: properly stored, dried, handled	<input type="checkbox"/> <input type="checkbox"/>	
	<input type="checkbox"/>	10C. Variance obtained for specialized processing methods	<input type="checkbox"/> <input type="checkbox"/>			<input type="checkbox"/>	14C. Single-use/single-service articles: properly stored, used	<input type="checkbox"/> <input type="checkbox"/>	
	<input type="checkbox"/>	10D. Food properly labeled; original container	<input type="checkbox"/> <input type="checkbox"/>			<input type="checkbox"/>	14D. Gloves used properly	<input type="checkbox"/> <input type="checkbox"/>	
11	OUT	Food Temperature Control	3 points		15	OUT	Utensils, Equipment and Vending	1 point	
	<input type="checkbox"/>	11A. Proper cooling methods used: adequate equipment for temperature control	<input type="checkbox"/> <input type="checkbox"/>			<input type="checkbox"/>	15A. Food and nonfood-contact surfaces cleanable, properly designed, constructed, and used	<input type="checkbox"/> <input type="checkbox"/>	
	<input type="checkbox"/>	11B. Plant food properly cooked for hot holding	<input type="checkbox"/> <input type="checkbox"/>			<input type="checkbox"/>	15B. Warewashing facilities: installed, maintained, used; test strips	<input type="checkbox"/> <input type="checkbox"/>	
	<input type="checkbox"/>	11C. Approved thawing methods used	<input type="checkbox"/> <input type="checkbox"/>			<input type="checkbox"/>	15C. Nonfood-contact surfaces clean	<input type="checkbox"/> <input type="checkbox"/>	
	<input type="checkbox"/>	11D. Thermometers provided and accurate	<input type="checkbox"/> <input type="checkbox"/>		16	OUT	Water, Plumbing and Waste	2 points	
12	OUT	Prevention of Food Contamination	3 points			<input type="checkbox"/>	16A. Hot and cold water available; adequate pressure	<input type="checkbox"/> <input type="checkbox"/>	
	<input type="checkbox"/>	12A. Contamination prevented during food preparation, storage, display	<input type="checkbox"/> <input type="checkbox"/>			<input type="checkbox"/>	16B. Plumbing installed; proper backflow devices	<input type="checkbox"/> <input type="checkbox"/>	
	<input type="checkbox"/>	12B. Personal cleanliness	<input type="checkbox"/> <input type="checkbox"/>			<input type="checkbox"/>	16C. Sewage and waste water properly disposed	<input type="checkbox"/> <input type="checkbox"/>	
	<input type="checkbox"/>	12C. Wiping cloths: properly used and stored	<input type="checkbox"/> <input type="checkbox"/>		17	OUT	Physical Facilities	1 point	
	<input type="checkbox"/>	12D. Washing fruits and vegetables	<input type="checkbox"/> <input type="checkbox"/>			<input type="checkbox"/>	17A. Toilet facilities: properly constructed, supplied, cleaned	<input type="checkbox"/> <input type="checkbox"/>	
13	OUT	Postings and Compliance with Clean Air Act	1 point			<input type="checkbox"/>	17B. Garbage/refuse properly disposed; facilities maintained	<input type="checkbox"/> <input type="checkbox"/>	
	<input type="checkbox"/>	13A. Posted: Permit/Inspection/Choking Poster/Handwashing	<input type="checkbox"/> <input type="checkbox"/>			<input type="checkbox"/>	17C. Physical facilities installed, maintained, and clean	<input type="checkbox"/> <input type="checkbox"/>	
	<input type="checkbox"/>	13B. Compliance with Georgia Smoke Free Air Act	<input type="checkbox"/> <input type="checkbox"/>			<input type="checkbox"/>	17D. Adequate ventilation and lighting; designated areas used	<input type="checkbox"/> <input type="checkbox"/>	
					18	OUT	Pest and Animal Control	3 points	
						<input type="checkbox"/>	18. Insects, rodents, and animals not present	<input type="checkbox"/> <input type="checkbox"/>	

**Person in Charge (Signature)**

(Print) Phillip Bohannon

Date: 01/06/2023

Inspector (Signature)

Follow-up: YES ☐ NO ☒

Follow-up Date:



## Food Establishment Inspection Report Addendum

Violations cited in this report must be corrected within the time frames specified below, or as stated in the Georgia Department of Public Health Rules and Regulations Food Service Chapter 511-6-1, Rule .10 subsections (2)(h) and (i).

Establishment Sugar -N- Sno (BOO)	Permit # FSP-089-000482	Date 01/06/2023
Address 208 DAIRY RD	City/State HINESVILLE GA	Zipcode 31313

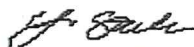
### OBSERVATIONS AND CORRECTIVE ACTIONS

Remarks Facility not in use at the time of inspection  
Tha owner is only using BOO for storage and disposal of wastewater  
The owner is only serving shaved ice snow cones  
The carpet needs to be removed from the base of operation floor. The owner stated he will remove the carpet and seal the concrete floor.  
If you want to use fresh produce (lemons for lemonade). The owner will need to install a produce sink on the mobile unit or base of operation. Call Liberty County Environmental Health prior to adding or changing the menu or making any changes to the base of operation.

Person in Charge (Signature)

Date: 01/06/2023

Inspector (Signature) Yvette Steele



Date: 01/06/2023

## MOBILE FOOD SERVICE UNIT PROPERTY USE AGREEMENT

The property owner agrees to allow the Mobile Food Service Unit listed below to use his/her property (indicated below) as a Food Vending Location during the times specified below.

## PROPERTY OWNER INFORMATION:

Owner Name: Julie Dawson - Dawson's General Store Phone 912 876-8721  
Street Address of Owner: 5182 W. Ogletthorpe Hwy  
City: Hinesville, GA Zip Code: 31313  
E-Mail Address: dawsonsgeneralstore@gmail.com Signature: Julie Dawson  
Date: 9/16/22

## MOBILE FOOD SERVICE UNIT INFORMATION:

Name of Mobile Food Service Unit: Sugar N' Spice Permit #: \_\_\_\_\_  
Name of Mobile Food Service Unit Owner: Phillip Behanen Phone (912) 320-3280  
Times of Operation: Variety  
Base of Operation Address: 208 Dairy Rd Phone (912) 320-3280  
City: Hinesville GA Zip Code: 31313  
Property/Food Vending Location Address: 5782 W Ogletthorpe Hwy  
City: Hinesville GA Zip Code: 31313  
E-Mail Address: Behanen.PJ@gmail.com Signature: Phillip Behanen  
Date: 9-25-2022

NOTE: As a Mobile Food Service Unit permit holder, I understand and agree that if I make any changes to my Food Vending Location, I must notify the Environmental Health Department (EHD) within seven (7) calendar days. I further understand that failure to notify EHD of any changes may result in the suspension or revocation of my permit to operate as a Mobile Food Service Unit.



# TOILET USE AGREEMENT FOR MOBILE FOOD SERVICE UNIT

Toilet facilities must be located within 200 feet from the Mobile Food Service Unit.

## SANITARY TOILET FACILITY INFORMATION:

Owner Name: Julie Dawson - Dawson's General Store Phone #: (912) 876-8721

Owner Street Address: 5782 W. Oglethorpe Hwy Zip Code: 31313

City: Hinesville, GA Zip Code: 31313

Toilet Facility Address: 5782 W. Oglethorpe Hwy

City: Hinesville, GA Zip Code: 31313

I agree to allow the employees and consumers of the Mobile Food Service Unit listed below to use my sanitary toilet facilities at the location listed above during the operational hours of the Mobile Food Service Unit.

Owner Signature: Julie Dawson Date: 9/16/22

## MOBILE FOOD SERVICE UNIT INFORMATION:

Business Name: Sugar N Spice Permit #: \_\_\_\_\_

Owner Name: Philip Beharmer Phone #: (912) 920-3080

City: Hinesville Zip Code: 31313

Food Vending Location Address: 5782 W. Oglethorpe Hwy Hours of Operation: Varies

Owner Street Address: 208 Dairy Rd

City: Hinesville GA Zip Code: 31313

As a Mobile Food Service Unit permit holder, I understand that if toilet facilities are not available for employee/consumer use, then the Mobile Food Service Unit will be removed from the Food Vending Location completely.

Permit Holder Signature: Philip Beharmer Date: 9/25/22

## GEORGIA MOBILE FOOD SERVICE UNIT LOCATION LISTING

Name of Mobile Unit: Sugar N Snc

Vehicle ID Number: \_\_\_\_\_

Name of Base of Operation: \_\_\_\_\_

Name of Permit Holder: Philip Bohannon

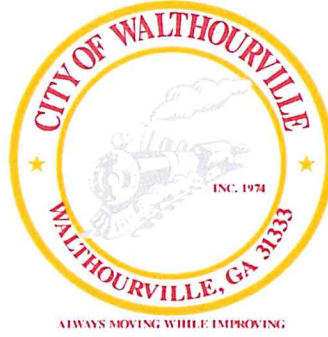
Specific LOCATION	TIME of Day	Day of WEEK (select applicable days)	Specific location of TOILET ROOMS available to the mobile unit
5782 W. Ogletree Hwy. Dawson's General Store	Varies Afternoon	M T W Th <del>F</del> <del>Sa</del> <del>Su</del>	Dawson's general store toilet's
		M T W Th F Sa Su	
		M T W Th F Sa Su	
		M T W Th F Sa Su	
		M T W Th F Sa Su	

Note: The specific location may be a physical address or intersection of a road with landmarks by which the mobile can be located. A change in the locations listed must be submitted to the local Health Authority at least 7 calendar days prior to changing the location. Prior to a change in location, ensure authorization has been granted from the local City/County government office (e.g. Zoning) and/or property owner.

I attest that the mobile unit listed above will operate at the above listed locations as submitted to the Health Authority this 25 day of

September 20 22.

Name: Philip BohannonTitle: OwnerSignature: Philip Bohannon



# AGENDA ITEM 3



Liberty Consolidated Planning Commission – Report

**Governing Authority: The City of Walthourville**



Mayor & Council Date: February 14, 2023

Business License: For D & D New & Used Enterprises

Business Owner: Rodney Kelly

Address: 5715 W. Oglethorpe Highway, Walthourville  
Meat Market Property.

Zoned: B-1 (Neighborhood Commercial District)

Comments: The applicant will like to set up in parking lot and  
sell merchandise. (shoes, clothes and handbags)

Recommendation: APPROVAL

LCPC Staff: *Lori Parks*

Lori Parks

Zoning Administrator

2-9-23  
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](http://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:

☒ New Application

☐ Ownership Change / Date ownership changed & Certificate # \_\_\_\_\_

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

Name business as D&D New & Used Enterprise Business Phone# (678) 907 5403

Name of Corporation/LLC\* \_\_\_\_\_

Business Address 5715 E. Ogilthorpe Hwy Hinesville Ga 31333

Mailing Address 6251 E. Ogilthorpe Hwy Midway Ga 31320

Email Address D.Kelly25769@gmail.com / Doreissbas@gmail.com

Full Detailed Description of \_\_\_\_\_

Business Shoes, clothes, handbags

Date Business began in City of Walthourville \_\_\_\_\_

#of employees in City of Walthourville \_\_\_\_\_ E-verify# (Required if 11 or more employees \_\_\_\_\_

State Sales Tax ID# \_\_\_\_\_ Federal ID # \_\_\_\_\_

Owner Name \_\_\_\_\_ SS# \_\_\_\_\_ DOB \_\_\_\_\_

Home Address \_\_\_\_\_ Apt# \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\*\*\* 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.

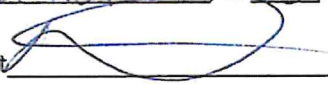
I swear or affirm that I have obtained or will obtain within thirty days of the date of this application a City of Walthourville Certificate of Occupancy as required by the city ordinances.

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

Signature: 

I Rodney Kelly, 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 2nd day of 2023 Feb 2023.

Signature of applicant 

legibly print name

Rodney Kelly

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

Tax Map & Parcel#

050C-006

Zoning Classification

B-1

Approved by: \_\_\_\_\_

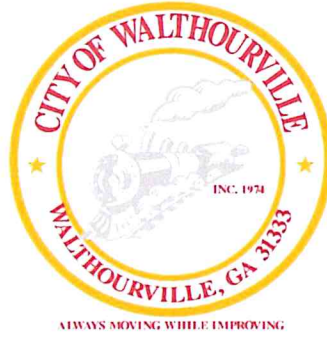
Date Approved: \_\_\_\_\_

Date the request will be presented to Mayor and Council: \_\_\_\_\_

2-14-23

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





# AGENDA ITEM 4

Liberty Consolidated Planning Commission – Report

**Governing Authority: The City of Walthourville**



Mayor & Council Date: February 14, 2023

Type of Permit: Zoning Permit for Julius Pray Road  
For a new double-wide from Hinesville Home Center.

Owner of Property: Kevin Walthour  
Applicant: Hinesville Home Center

Comments: Zoned AR-1 which allows double-wides.

Recommendation: APPROVAL

LCPC Staff: Lori Parks  
Lori Parks  
Zoning Administrator

2-9-23  
Date

Liberty Consolidated Planning Commission  
100 Main Street, Suite 7520  
Hinesville, Georgia 31313  
Phone: 912-408-2030  
Fax: 912-408-2037



Jeff Ricketson, AICP  
Executive Director

## Zoning Permit

Tax Map & Parcel #: 051 B 023

You can obtain this number by calling the Tax Assessor's Office at 912-876-3568.

Property Owner: Kevin Walthour

Contact Name & Number: 678 592 7872

Contact Mailing Address: PO Box 1603 Conley GA 30288

Property Street Address (if existing): TBD Julius Pray Rd.

Subdivision: \_\_\_\_\_ lot: \_\_\_\_\_ Jurisdiction: \_\_\_\_\_

What are your permit plans? Double wide placement

Type of water and sewer: city water/city sewer If other explain: \_\_\_\_\_

What structures are on this property? N/A

I confirm that these statements are true: Denise Smith-Campbell

### Jurisdiction

H	City of Hinesville
LC	Unincorporated Liberty County
M	Midway
W	Walthourville
A	Allenhurst
G	Gumbranch
R	Riceboro
F	Flemington

### LCPC Use Only

List Zoning Designation

Unincorporated Area of Liberty County \_\_\_\_\_ City of Walthourville AR-1

City of Flemington \_\_\_\_\_ City of Midway \_\_\_\_\_ City of Riceboro \_\_\_\_\_

Town of Allenhurst \_\_\_\_\_ City of Gumbranch \_\_\_\_\_ City of Hinesville \_\_\_\_\_

Setbacks: Front 35' Rear 25' Side 25' Side Street 25'

Mobile Home Requirement: Size: \_\_\_\_\_ Skirting Type: \_\_\_\_\_

Comments: placement for a Double wide  
mobile home.

☐ Approved; meets Zoning Standards

☐ Disapproved, does not meet Zoning Standards

LCPC staff: \_\_\_\_\_

Date: \_\_\_\_\_

### Floodplain Manager Use Only

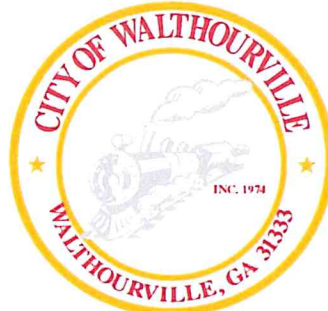
Flood Zone: \_\_\_\_\_ Elevation \_\_\_\_\_

FEMA Map Date: \_\_\_\_\_ FIRM Map & Panel \_\_\_\_\_









ALWAYS MOVING WHILE IMPROVING

# AGENDA ITEM 5

# Rezoning Petition 2022-009-W

Request by Dryden Enterprises, Inc., applicant, to rezone 67.66 acres of land, more or less, from I-1 (Industrial District) to PUD (Planned Unit Development) for a single-family residential subdivision located both in the City of Walthourville and Long County. Property owner for property in Walthourville is Rufus K. Smiley, et al.

Approximately 204 lots will be located in the City of Walthourville and approximately 237 lots in Long County.

Property is located off Hardman Road and Hwy 84 and further described as LCTM-Parcel 041B-001 (portion thereof).

DRI (Development of Regional Impact) was returned completed March 28, 2022.



# Public Notification

HS LOCAL COUNCIL - 3  
2 P n 1-3  
REZONING PETITION 2022-0009-W  
A REZONING PETITION WAS SUB-

[illegible][illegible][illegible]

<p><b>MEETING DATES: 2022-2023</b></p> <p>TO: SCOTT, JAMES C. JR.</p> <p>FROM: JAMES C. SCOTT, JR.</p> <p>DATE: 04/26/2022</p> <p>TIME: 10:00 AM</p> <p>LOCATION: 1000 N. W. 10TH AVE., SUITE 1000, MIAMI, FL 33136</p> <p>AGENDA: 1. APPROVAL OF MINUTES FROM THE MEETING HELD ON 04/26/2022. 2. APPROVAL OF THE 2022-2023 BUDGET. 3. APPROVAL OF THE 2022-2023 CAPITAL BUDGET. 4. APPROVAL OF THE 2022-2023 OPERATING BUDGET. 5. APPROVAL OF THE 2022-2023 FINANCIAL STATEMENTS. 6. APPROVAL OF THE 2022-2023 ANNUAL REPORT. 7. APPROVAL OF THE 2022-2023 POLICY STATEMENT. 8. APPROVAL OF THE 2022-2023 STRATEGIC PLAN. 9. APPROVAL OF THE 2022-2023 RISK MANAGEMENT PLAN. 10. APPROVAL OF THE 2022-2023 COMPLIANCE PLAN. 11. APPROVAL OF THE 2022-2023 ETHICS PLAN. 12. APPROVAL OF THE 2022-2023 CONFLICT OF INTEREST PLAN. 13. APPROVAL OF THE 2022-2023 RECORDS MANAGEMENT PLAN. 14. APPROVAL OF THE 2022-2023 INFORMATION TECHNOLOGY PLAN. 15. APPROVAL OF THE 2022-2023 ENVIRONMENTAL PLAN. 16. 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# DRI Summary

DRI's lay out good planning guidelines in areas like transportation, water, wastewater, stormwater, natural resources, etc.

## 2. PROJECT DESCRIPTION

### 2.1 Summary

The DRI is a proposed development and construction of 207 single-family residential lots in Walthourville and 237 lots in unincorporated Long County. The project site is located at Liberty County PIN 041B-001 and Long County PIN 072-005 and 072-008. The action requested is a rezoning. The project is expected to be complete in 2028.

The estimated value at build out is \$75 million, and the estimated annual tax revenue for the project is \$975,000.

## 3. PARCEL DATA

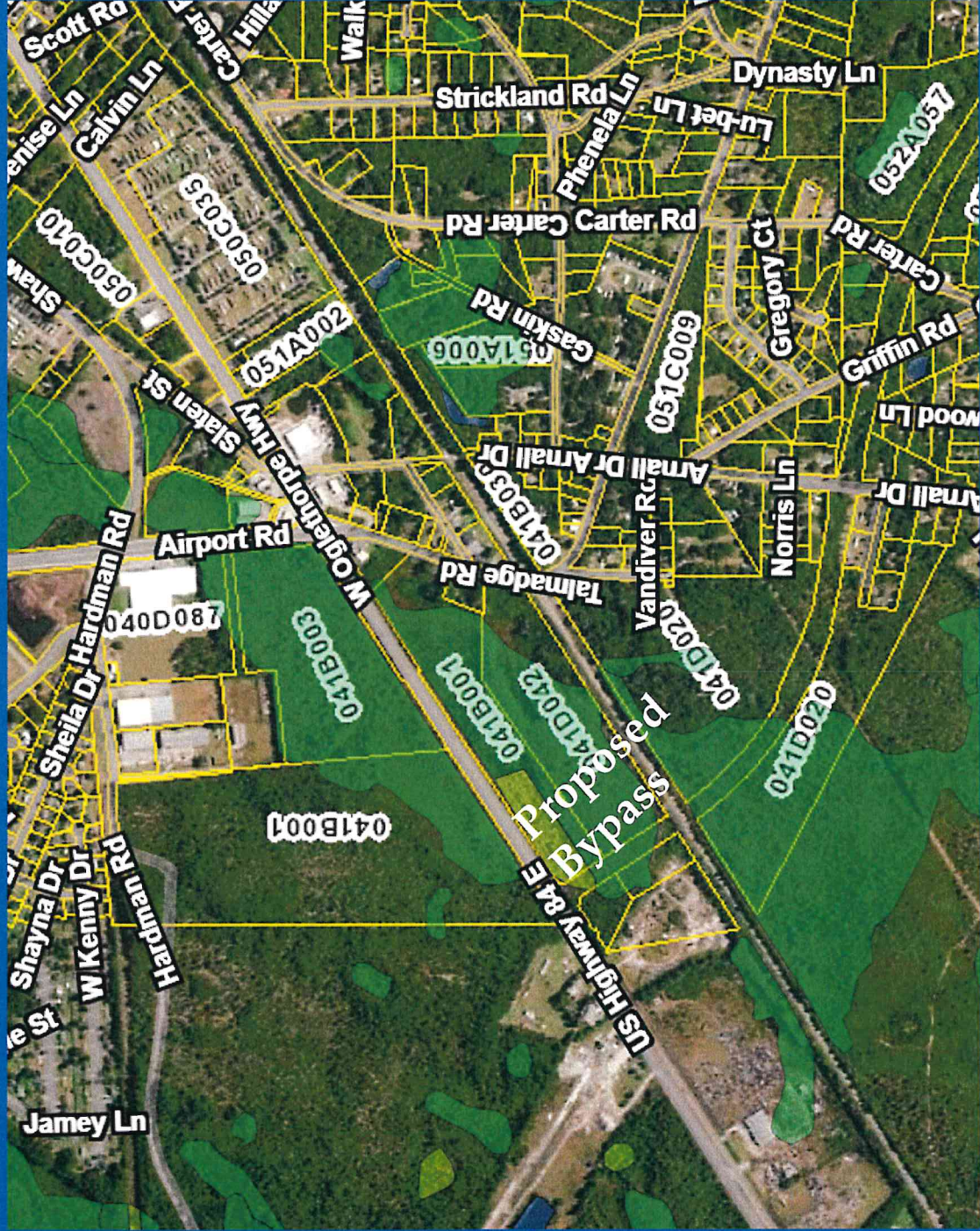
### 3.1 Size of Property

207 single-family residential lots in Walthourville and 237 lots in unincorporated Long County

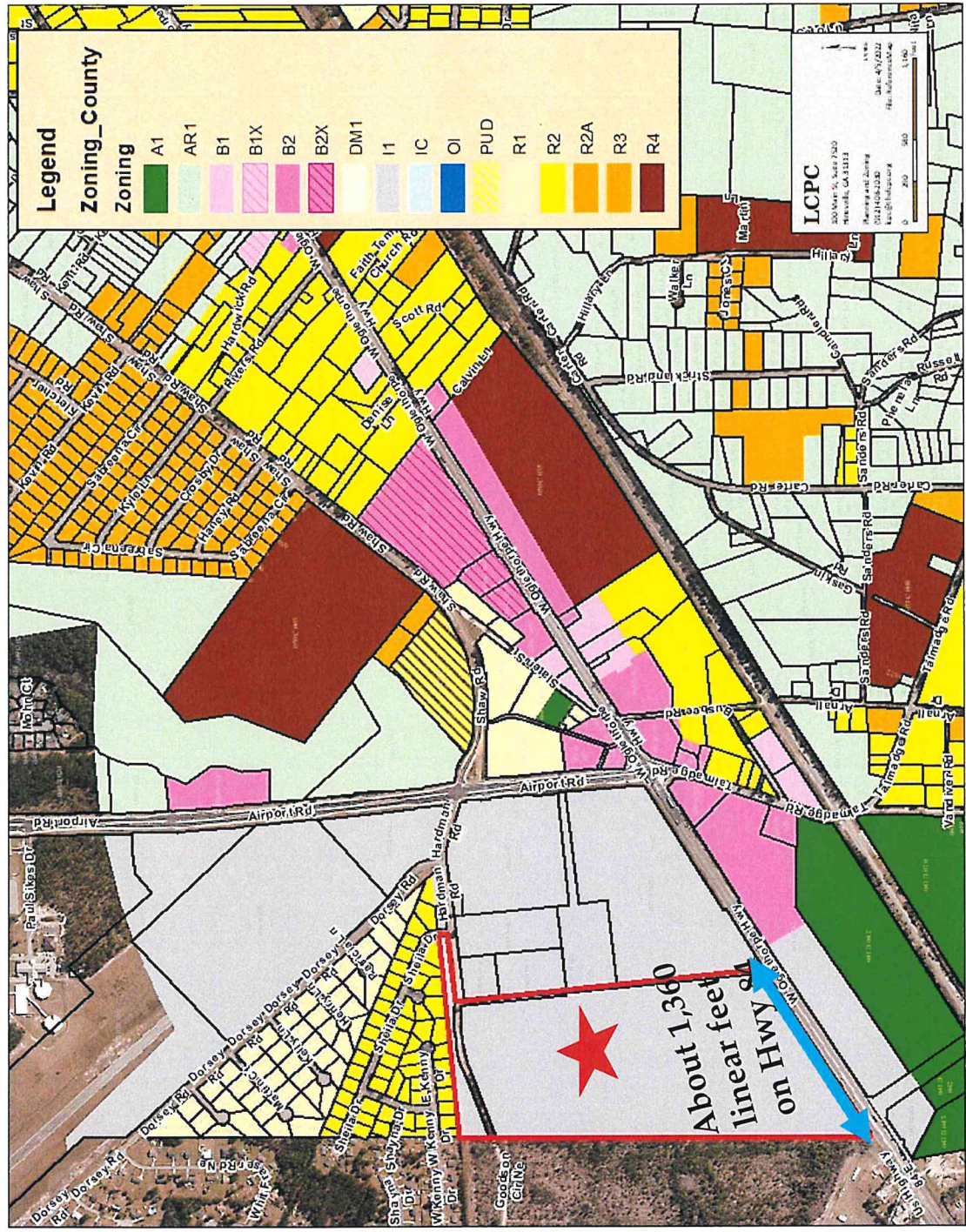
### 3.2 General Location

The project site is located at Liberty County PIN 041B-001 and Long County PIN 072-005 and 072-008.

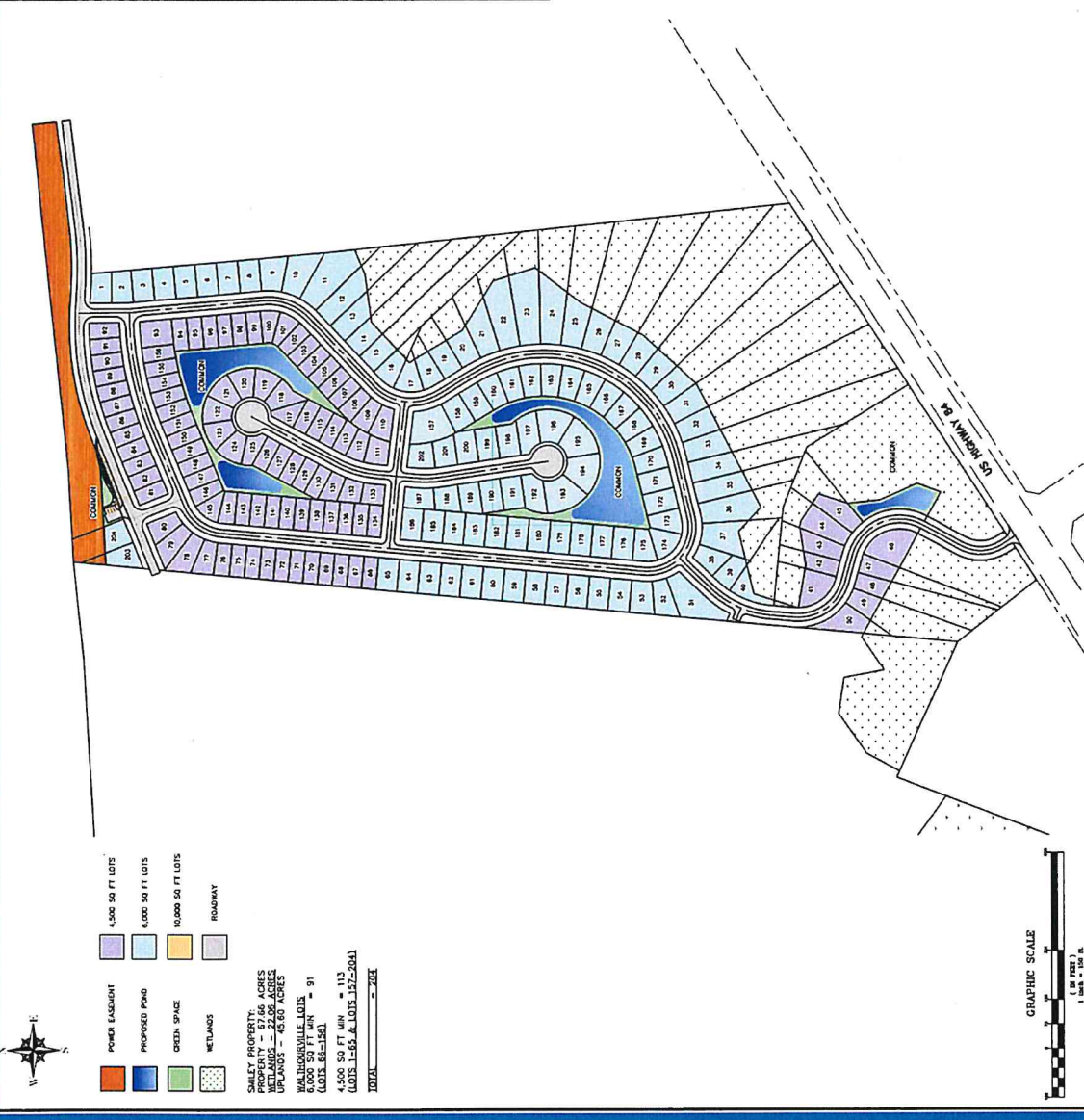












# Revised PUD Layout for Smiley Tract

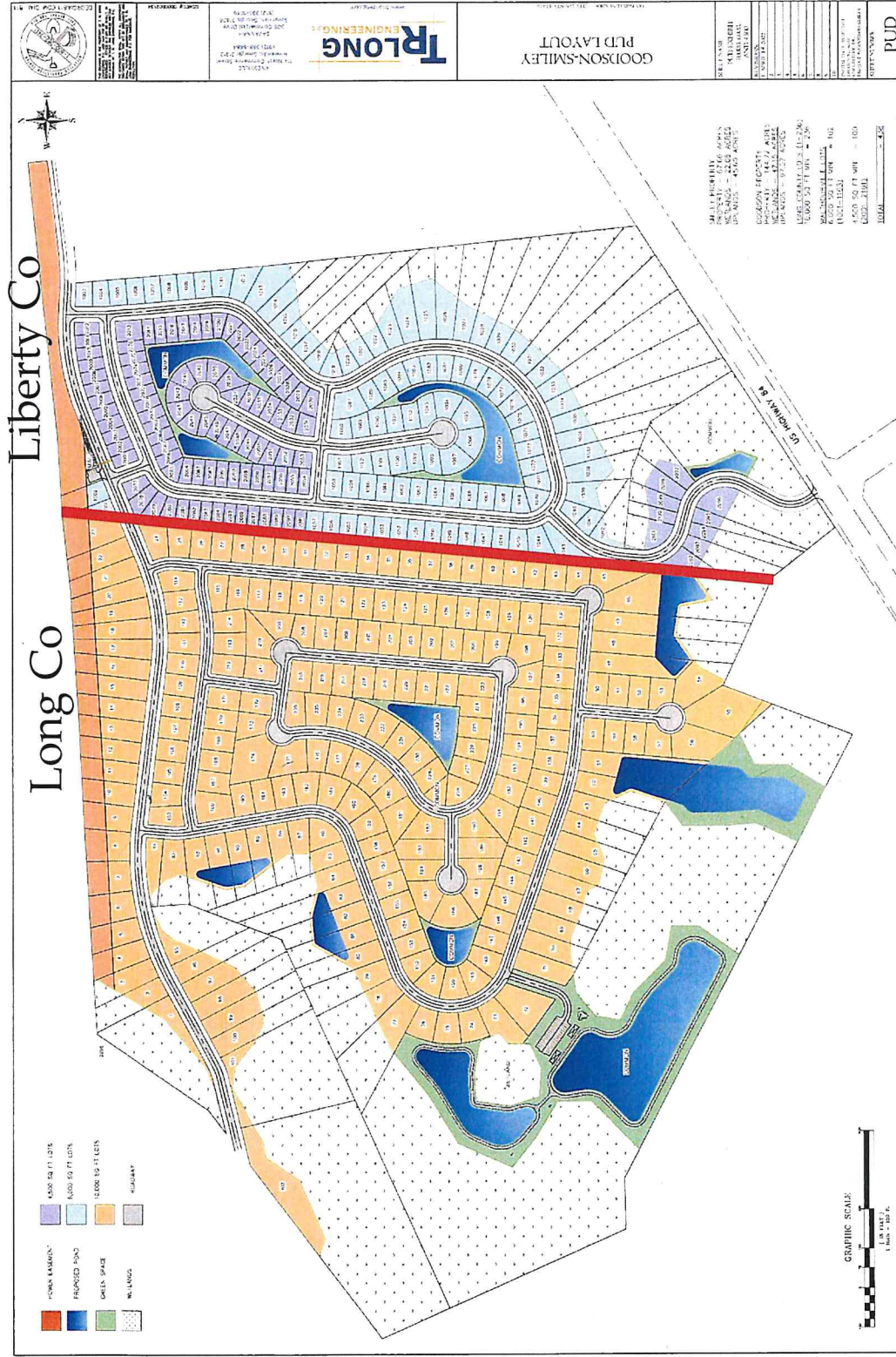
Old plan:

- 6,000 Sq ft lots: 102
- 4,500 sq ft lots: 100
- Total: 202

New Plan:

- 6,000 sq ft lots: 91
- 4,500 sq ft lots: 113
- Total: 204











# Lot Standards for Standard Single-Family Lots And Garden Style Lots (Revised Narrative)

## II. Uses, Density and Standards

The primary use of Parcel 041B 001 will be single-family dwellings on standard lots.

### **Standard Single-Family Lots:**

- Use: Standard single family lots will be used only for single-family detached dwellings.
- No manufactured or mobile homes will be allowed.
- Density: Up to 100 units in Walthourville.
- Lot Standard:

Minimum Gross Lot Area	6,000 square feet
Minimum Usable Lot Area	4,500 square feet
Minimum Lot Width at Building Line	60 feet
Minimum Front Yard	15 feet
Minimum Side Yard (Interior)	7.5 feet
Minimum Side Yard Street	15 feet
Minimum Rear Yard	15 feet

### **Garden Style Lots:**

- Use: Standard single family lots will be used only for single-family detached dwellings.
- No manufactured or mobile homes will be allowed.
- Density: Up to 115 units in Walthourville.
- Lot Standard:

Minimum Gross Lot Area	4,500 square feet
Minimum Usable Lot Area	4,000 square feet
Minimum Lot Width at Building Line	45 feet
Minimum Front Yard	15 feet
Minimum Side Yard (Interior)	7.5 feet
Minimum Side Yard Street	15 feet
Minimum Rear Yard	15 feet

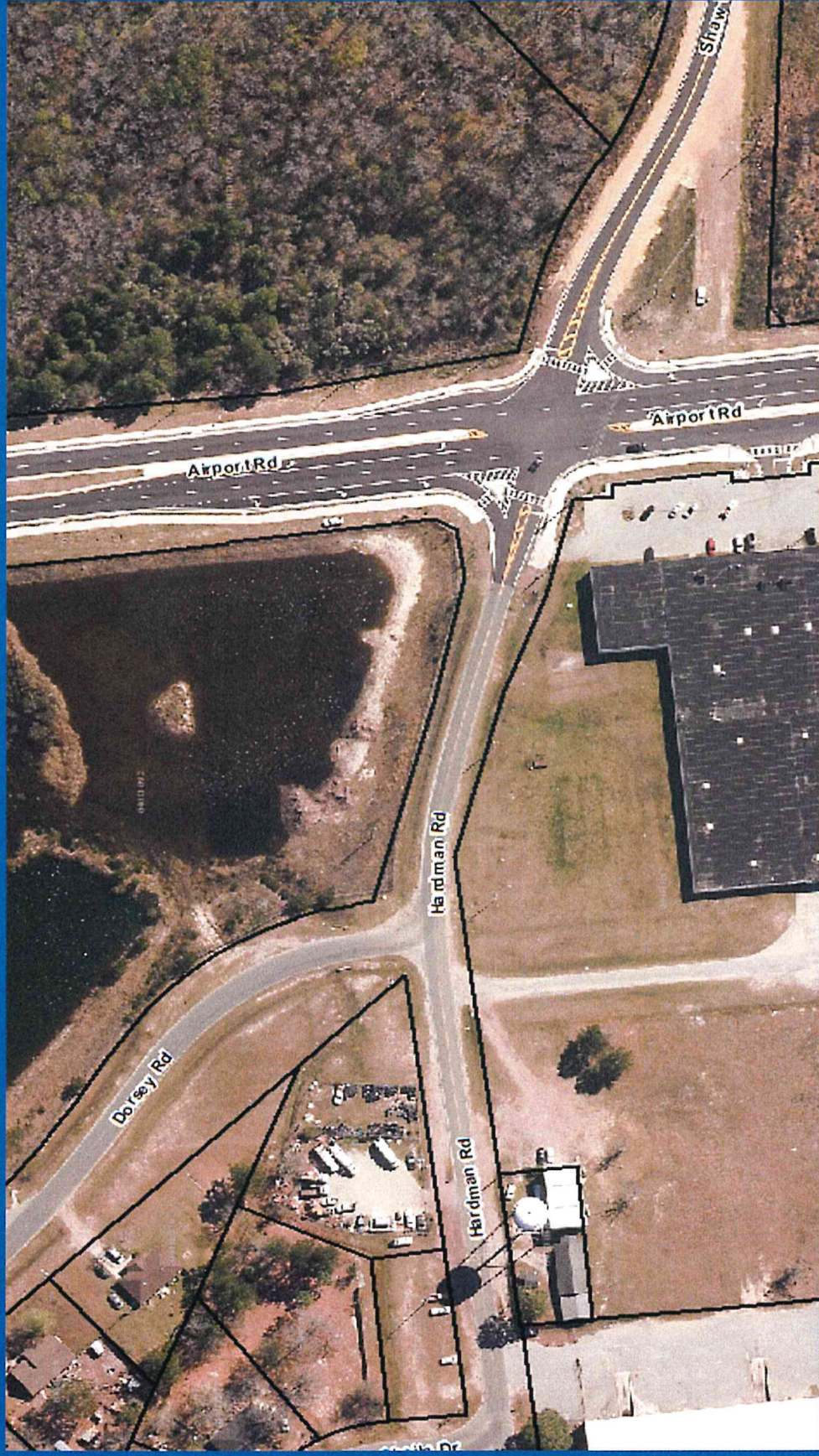


Dorsey and Hardman Road are local streets and are currently funneling traffic from both Long and Liberty County onto Airport Road



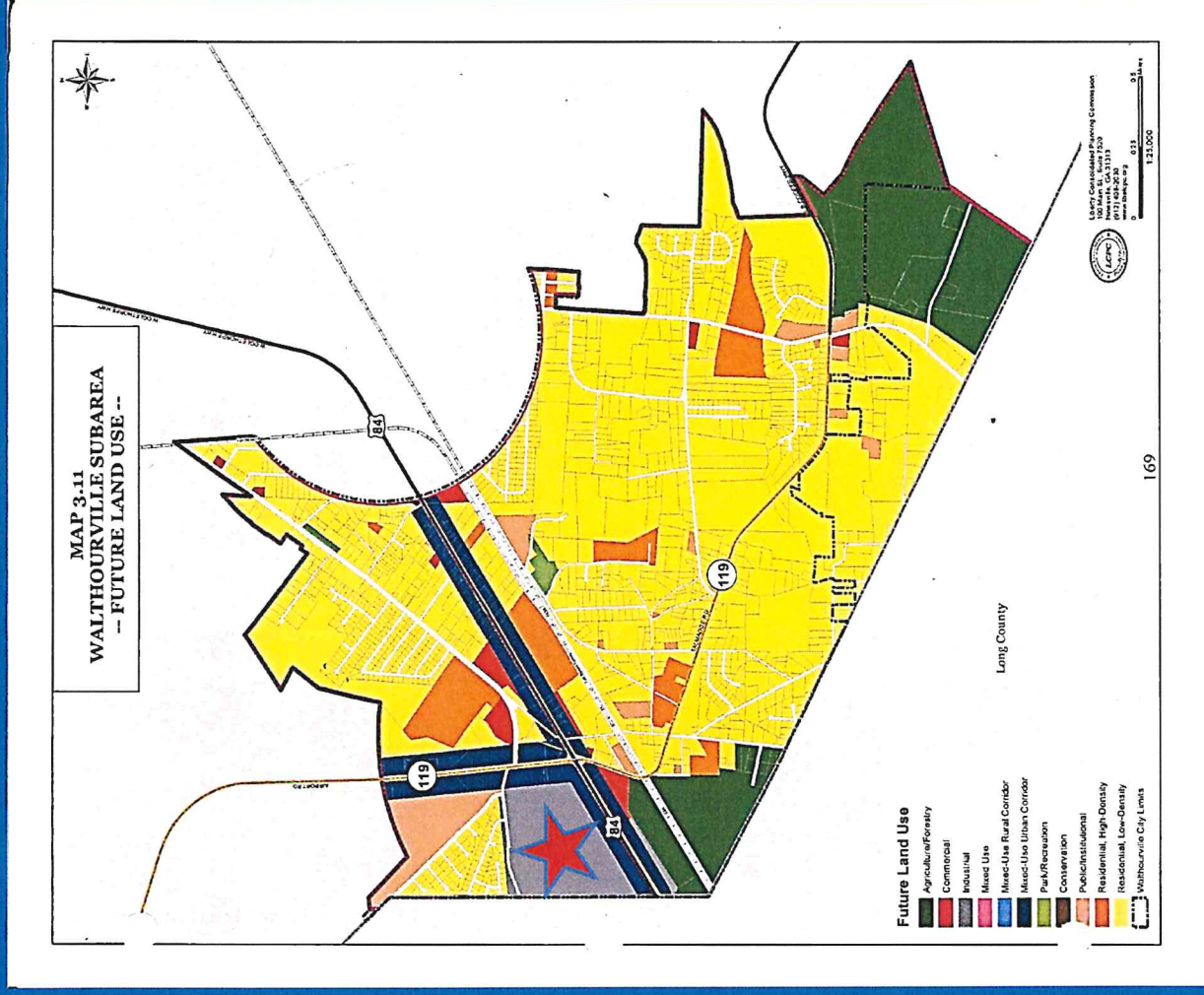


# Intersection Details





Future Land Use  
Map shows  
industrial use  
(grey) and some  
mixed-use urban  
corridor along  
Hwy 84 (blue).





# Zoning Analysis

1. Does the 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?
  - No. It is designated as industrial.



# Zoning Analysis

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



# 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”?
  - Yes.
9. Are there unique historical sites which may be adversely impacted?
  - None Noted.



# Zoning Analysis

10. Is this parcel in a Flood Hazard Area?
  - Yes.
11. Is it spot zoning and unrelated to the existing pattern of development?
  - No.
12. Are there unique conditions which support approval or denial?
  - According to current sketch, there are two entrance roads shown.

February 14, 2023



# Staff Recommendation

## Approval

Rezoning Petition 2022-009-H

## Conditions Standard and Special



# Standard Conditions

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



# Special Condition

- A second access road to Hwy. 84 shall be provided.



# Staff Recommendation

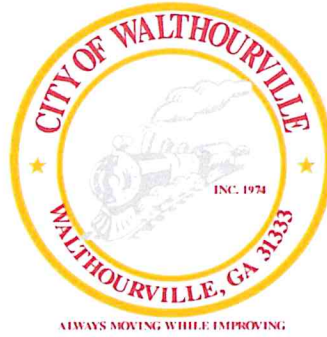
## Approval

Rezoning Petition 2022-009-H

## Conditions Standard and Special

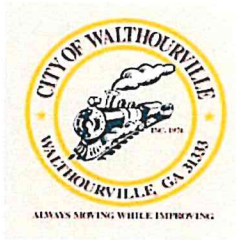






# AGENDA ITEM 6





# CITY OF WALTHOURVILLE

## MAYOR AND CITY COUNCIL AGENDA ITEM

### SUBJECT: ROAD IMPROVEMENT-GRIFFIN ROAD

☐ AGREEMENT                      ☒ POLICY / **DISCUSSION**                      ☐ CONTRACT  
☐ ORDINANCE                      ☐ RESOLUTION                      ☒ OTHER

SUBMITTED: 02-03-2023

Council Meeting: 02-14-2023

**DEPARTMENT:** MAYOR AND COUNCIL

**BUDGET IMPACT:** FUNDING FOR PAVING

**PUBLIC HEARING?** ☐ Yes                      ☒ No

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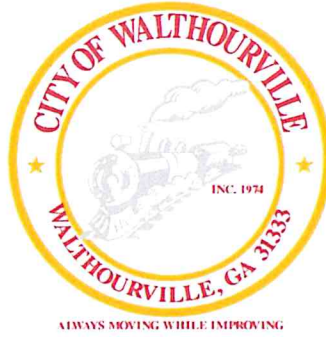
**PURPOSE:** For Mayor and Council to discuss options for paving/resurfacing Griffin Road

**HISTORY:** Longtime native Mrs. Carla Bell has complained about the deterioration of Griffin Road with potholes.

**FACTS and ISSUES:** NA

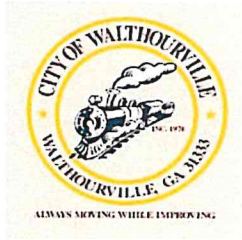
**RECOMMENDED ACTION:** NA

*Bridgette Kelly*



# AGENDA ITEM 7





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

**SUBJECT: CALI COMMUNICATIONS, LLC**

☐ AGREEMENT

☒ POLICY / DISCUSSION

☒ CONTRACT

☐ ORDINANCE

☐ RESOLUTION

☐ OTHER

**SUBMITTED: 02-03-2023**

**Council Meeting: 02-14-2023**

**DEPARTMENT: POLICE DEPARTMENT**

**BUDGET IMPACT: POLICE DEPARTMENT SALARIES 100-03200-511100**

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

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**PURPOSE:** For Mayor and Council to approve or disapprove the contract between Cali Communications, Ms. Natalie Lopez and the City of Walthourville.

**HISTORY:** Ms. Lopez was hired by Mayor Baker and Former Police Chief Alfonza Hagan as the Public Information Officer for the Police Department at a monthly salary of \$1500.00

**FACTS and ISSUES:** Contract

**RECOMMENDED ACTION:** Contract Continuance or Separation.

*Mayor Larry D. Baker*

*Attorney Luke R. Moses*



This Professional Service Agreement is made and entered into as of the 1st day of September, 2021, by and between Cali Communications and Walthourville Police Department, with an office located at 2013 Elim Church Rd NE Ludowici, GA 31316.

**Whereas**, the Police Department wishes to obtain the professional service of Cali Communications; and,

**Whereas**, Cali Communication has the knowledge, skill and capability to perform such services for the Police Department.

**Therefore**, in consideration of the foregoing, the parties, intending to be legally bound, hereby agree to the following:

**Services.** Social media management, content creations and digital strategy as it relates to Walthourville Police Department and the City of Walthourville.

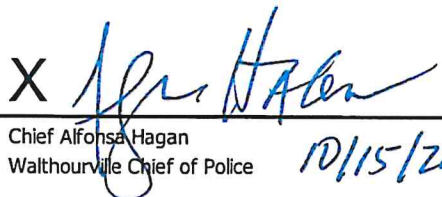
**Payment for services.** The Walthourville Police Department shall pay for the services performed in accordance with this contract of \$1500.00 monthly.

**Reimbursements of expenses.** Cali Communications will be reimbursed for actual, reasonable and necessary expenses incurred in the performance of service.

**Term.** The term of this contract shall commence on September 1, 2021 and terminate At-Will with a written notice of at least 14 days notice

If the above mentioned statements reflect your understanding please indicate by signing below.

X  10/15/21  
Natalie Lopez  
Cali Communications

X  10/15/2021  
Chief Alfonso Hagan  
Walthourville Chief of Police