

## ***Pre-Agenda Session @ 5:30 p.m.***

### **A G E N D A**

***City Council Meeting***

***Monday, October 7, 2024 – 6:00 p.m.***

#### **➤ OPENING**

- **Call to Order**
- **Invocation**
- **Pledge of Allegiance**
- **Roll Call**
- **Proclamation to designate November 3, 2024, as “Retired Educators Day”**

#### **➤ FORMAL PUBLIC COMMENT**

- Mr. Al Ellisor III, assistant manager of Ace Acres Mobile Home Park requests to address the City Council to discuss the permit fee for new mobile homes in Garden City.

#### **Formal Public Comment – City Council Agenda Protocol**

The City of Garden City has identified this portion of the meeting to allow individuals an opportunity to formally address the City Council on issues of importance. Garden City requires that individuals who desire to formally address the City Council submit a written request form outlining the subject matter that they intend to discuss so that they can be placed on the meeting agenda. Members of the public desiring to be placed on the agenda to present or address matters to the City Council must submit a formal ***“REQUEST TO BE PLACED ON THE CITY COUNCIL AGENDA”*** form to the Office of the City Manager at least 10 days prior to the requested City Council meeting date that you wish to speak. City Council meetings are held on the first and third Monday of each month so the request must be submitted no later than 5:00 pm on the Friday which constitutes 10 days prior. The request can be done in person, regular mail, fax or e-mail and the speaker should obtain acknowledgement of the request from the City to demonstrate that the 10 day requirement has been met. The request form may be obtained from the Office of the City Manager and on the City’s website [www.gardencity-ga.gov](http://www.gardencity-ga.gov). The request should state the name of the individual(s) desiring to be heard and the subject matter to be presented to City Council. Requests may be referred at the discretion of the City Manager, to appropriate staff for mediation prior to being placed on the public agenda. Please be advised the completion of a request form does not entitle the speaker to be added to the agenda.

## ➤ RECEIPT OF INFORMAL PUBLIC COMMENT

**Procedure:** To best manage this meeting section, any person who desires to address the City Council must sign up using the process outlined on the website where this meeting is advertised. Once recognized by the Mayor, the person will be allowed to speak in accordance with the Informal Public Comment–Speaker Protocols outlined below.

### *Informal Public Comment – Speaker Protocol*

The City of Garden City believes that any member of the general public should be afforded the opportunity to address the City Council provided that designated rules are followed by the speaker. Any member of the public who wishes to address the City Council and offer public comment on items within the City Council's jurisdiction, may do so during the Informal Public Comment period of the meeting. However, no formal action will be taken on matters that are not part of the posted agenda. Informal Public Comments are scheduled for a total of fifteen (15) minutes and each person will be limited to three (3) minutes. In order to ensure the opportunity for all those desiring to speak before the Council, there is no yielding of time to another speaker. Speakers not heard during the limited fifteen (15) minute period will be first to present their comments at the next Council meeting. The opportunity to address City Council on a topic of his/her choice shall be used by an individual only one (1) time per month. It may not be used to continue discussion on an agenda item that has already been held as a public hearing. Matters under negotiation, litigation, or related to personnel will not be discussed. If a member of the general public would like to address the City Council during the Informal Public Comment portion of the meeting, please respectfully indicate your desire to address the City Council when the Mayor solicits members of the general public to come forward and speak. You will be recognized by the Mayor and asked to come forward to the podium so that you can address the City Council in accordance with the rules outlined herein. Once the speaker has been recognized to speak, he/she will be given three (3) minutes to address the City Council. The speaker should not attempt to engage the City Council and/or Staff in a discussion/dialogue and the speaker should not ask specific questions with the expectation that an immediate answer will be provided as part of the three (3) minute time frame since that is not the intent of the Informal Public Comment period. If the speaker poses a question or makes a request of the City, the Mayor may refer the issue or request to the City Manager for follow up. At the conclusion of the three (3) minute time period, the speaker will be notified that his/her time has elapsed and the next speaker will be recognized to come forward to the podium and address the City Council. The Mayor may rule out of order any Speaker who uses abusive or indecorous language, if the subject matter does not pertain to the City of Garden City, or if the Speaker(s) attempts to engage the City Council Members in a discussion or dialogue on issues. City Council shall not discuss non-agendized matters because it does not give the public adequate notice. Accordingly, City Council shall be limited to asking factual and clarifying questions of staff, and when appropriate, the Council may consider placing a matter on a future agenda. In addition, it is not reasonable to expect staff to respond to any of a variety of issues on which they may or may not be prepared to respond to on a moment's notice, so the City Manager may respond, or direct staff to respond at a later time.

## ➤ PUBLIC HEARINGS

- **Alcohol Beverage License Application:** Receipt of public comment on an alcohol beverage license application made by Rigoberto Velasco to sell wines, beer, and/or malt beverages at Pupuseria Salvadorena Las Veronicas, LLC (D/B/A Pupuseria Salvadorena Las Veronicas) 109 Minus Ave, Suite C1 Garden City, Georgia.
- **Alcohol Beverage License Manager's Application:** Receipt of public comment on a manager's alcohol beverage license application made by Rigoberto Velasco to sell wines, beer, and/or malt beverages at Pupuseria Salvadorena Las Veronicas, LLC (D/B/A Pupuseria Salvadorena Las Veronicas) 109 Minus Ave, Suite C1 Garden City, Georgia.
- **Alcohol Beverage License Application:** Receipt of public comment on an alcohol beverage license application made by Ashok Lakhani to sell wines, beer, and/or malt beverages at Ganesh 1109, LLC (D/B/A BP 4801) 4801 Augusta Road, Garden City, Georgia.

### **Speaking to a Public Hearing Item Protocol**

In the interests of time and to ensure fairness of all persons who appear before the City Council to speak for or against a public hearing item, speakers will be limited to three (3) minutes each to address City Council except as described herein. One speaker for the Petitioner may address the City Council for no more than 10 minutes, unless extended by the Mayor. In an effort help the City Council and the general public to better understand the issues, the Mayor may request that a City staff member address the City Council from the podium. Speakers from the general public may only speak when recognized by the Mayor during the public hearing. Speakers will be asked to come to the podium to address the City Council for three (3) minutes and they shall state their name and resident address for the record.

Speakers addressing City Council on a public hearing item should coordinate comments to respect City Council's time limits. Groups should select a spokesperson to present the major points that summarize their position and opinions. Speakers are urged to be brief and non-repetitive with their comments. Comments shall specifically address the public hearing item before the City Council, and the speaker shall maintain appropriate tone and decorum when addressing the City Council. City Council may ask questions of the applicant, speakers, or staff during these proceedings only for the purpose of clarifying information. The speaker shall not direct derogatory comments to any individual, organization, or business. At the conclusion of the three (3) minute time period, the speaker will be notified that his/her time has elapsed, and the next speaker will be recognized to come forward to the podium and address the City Council. Once the public hearing is closed on an item, there will be no further opportunity for formal or informal public input at a City Council meeting.

***PROCEDURES FOR CONDUCTING PUBLIC HEARINGS ON PROPOSED ZONING DECISIONS BEFORE  
GARDEN CITY'S MAYOR AND COUNCIL AND STANDARDS GOVERNING THE EXERCISE OF  
CITY COUNCIL'S ZONING POWER***

**Procedures for Conducting Public Hearings on Proposed Zoning Decisions:**

All public hearings conducted by the Mayor and Council on Garden City, Georgia, on proposed zoning decisions shall be conducted as follows:

- (1) All public hearings by the Mayor and Council on zoning amendments shall be chaired by the Mayor.
- (2) The Mayor shall open the hearing by stating the specific zoning amendment being considered at the public hearing and further stating that printed copies of the adopted standards governing the exercise of the Mayor and Council's zoning power and the procedures governing the hearing are available to the public.
- (3) The Director of the City's Planning and Zoning Department shall advise the Mayor and Council of the recommendation of the Planning Commission when applicable.
- (4) The Mayor shall determine the number of attendees who desire to testify or present evidence at the hearing.
- (5) When there is a large number of individuals wishing to testify at a hearing, the Mayor may invoke time limits on individual speakers. In such cases, these time limits shall apply to all speakers. Proponents, including the petitioner or the petitioner's agent requesting the zoning decision, shall have no less than ten (10) minutes for the presentation of data, evidence, and expert opinions; opponents of the proposed decision shall have an equal minimum period of time. The Mayor may grant additional time; provided, however, an equal period of time shall be granted both sides.
- (6) The petitioner requesting such zoning decision, or the applicant's agent, shall be recognized first and shall be permitted to present and explain the request for the zoning decision. Thereafter, all individuals who so desire shall be permitted to speak in favor of the zoning decision.
- (7) After all individuals have had an opportunity to speak in accordance with subparagraph (6) above, those individuals present at the public hearing who wish to speak in opposition to the requested zoning decision shall have an opportunity to speak.
- (8) The Mayor may limit repetitious comments in the interest of time and may call for a show of hands of those persons present in favor of or opposed to the proposed decision.
- (9) It shall be the duty of the Mayor to maintain decorum and to assure the public hearing on the proposed decision is conducted in a fair and orderly manner.
- (10) Once all parties have concluded their testimony, the Mayor shall adjourn the public hearing.

**Standards Governing the Exercise of The Zoning Powers of Garden City's Mayor and Council:**

Prior to making a zoning amendment, the Mayor and Council shall evaluate the merits of a proposed amendment according to the following criteria:

- (1) Is this request a logical extension of a zoning boundary which would improve the pattern of uses in the general area?
- (2) Is this spot zoning and generally unrelated to either existing zoning or the pattern of development of the area?
- (3) Could traffic created by the proposed use or other uses permissible under the zoning sought traverse established single-family neighborhoods on minor streets, leading to congestion, noise, and traffic hazards?
- (4) Will this request place irreversible limitations or cause material detriment on the area similarly zoned as it is or on future plans for it?
- (5) Is there an imminent need for the rezoning and is the property likely to be used for the use requested?
- (6) Would the proposed use precipitate similar requests which would generate or accelerate adverse land use changes in the zone or neighborhood?

➤ **Approval of City Council Minutes**

- Consideration of the minutes from the September 16<sup>th</sup> Pre-Agenda Session and City Council Meeting Minutes.

➤ **City Manager Updates**

➤ **ITEMS FOR CONSIDERATION**

- **Resolution – GDOT SR 21 School Zone Flashers and Signage Agreement:** A resolution authorizing the City of Garden City, Georgia to enter into a contract with Hoffman Electric in the amount of \$72,500.00 for removal and installation of school zone flashers and signage on the segment of State Route 21 between Brampton Road and Rommel Avenue in Garden City, Georgia, where the newly constructed Davis-Edwards-Harris Educational Complex is located.
- **Resolution – Visit Savannah Agreement:** A resolution authorizing the City of Garden City, Georgia to enter into a memorandum with the Savannah Area Chamber of Commerce, Inc. acting through its business unit of Visit Savannah to provide marketing, public relations, advertising, and other services to promote tourism, conventions, and trade shows in the City, in return for the City's payment to the authority of the Hotel-Motel occupancy tax which the City shall collect and disburse pursuant to Code Sections of the official Code of Georgia annotated and any additional funds made available by the City for such purpose; authorizing the City Manager to execute the memorandum of agreement.
- **Resolution – Rostan Solutions Agreement:** A resolution ratifying the City Manager's decision to engage the services of Rostan Solutions, LLC for providing storm debris monitoring services in connection with property damage caused by Hurricane Helene, and for providing public assistance consulting services with respect to recovering from Federal and State agencies eligible costs that shall be incurred by the City as a result of the City's response to the hurricane; ratifying the City Manager's execution of task orders for such services.
- **Resolution – FY2025 Police & City Vehicle Reserve Order:** A resolution approving the lease purchasing of fourteen (14) City vehicles from Enterprise FM Trust to be added to the City's Vehicle Fleet.
- **Alcoholic Beverage License Application:** Consideration by the Mayor and Council of an alcohol beverage license application made by Rigoberto Velasco to sell wines, beer, and/or malt beverages at Pupuseria Salvadorena Las Veronicas, LLC (D/B/A Pupuseria Salvadorena Las Veronicas) 109 Minus Ave, Suite C1 Garden City, Georgia.
- **Alcoholic Beverage License Manager's Application:** Consideration by the Mayor and Council of a manager's alcohol beverage license application made by Rigoberto Velasco to sell wines, beer, and/or malt beverages at Pupuseria Salvadorena Las Veronicas, LLC (D/B/A Pupuseria Salvadorena Las Veronicas) 109 Minus Ave, Suite C1 Garden City, Georgia.

- **Alcoholic Beverage License Application:** Consideration by the Mayor and Council of an alcohol beverage license application made by Ashok Lakhani to sell wines, beer, and/or malt beverages at Ganesh 1109, LLC (D/B/A BP 4801) 4801 Augusta Road, Garden City, Georgia.

- **ADJOURN**

**BY THE MAYOR OF THE CITY OF GARDEN CITY, GEORGIA**

**A PROCLAMATION**

**RETIRED EDUCATORS DAY**

**WHEREAS:** More than 145,000 retired educators have devoted their time and talents to public education in our state, fostering the academic development of millions of outstanding citizens in the State of Georgia; and

**WHEREAS:** For sixty-seven years, the Georgia Retired Educators Association has dedicated its efforts to improving the welfare of retired educators, and it has provided opportunities for them to become involved in community activities; and

**WHEREAS:** It is appropriate that a day be designated for citizens to express their appreciation for the contributions that retired educators have made and continue to make for the betterment of human lives and for society; and

**WHEREAS:** The Governor of the State of Georgia has proclaimed the day of Sunday, November 3, 2024, as Retired Educators Day in Georgia; and

**WHEREAS:** Local churches and businesses will recognize those lasting contributions made by retired educators in this community; now

**THEREFORE:** I, Mayor BRUCE CAMPBELL of Garden City, Georgia do hereby proclaim the day of November 3, 2024, as "**RETIRED EDUCATORS DAY**" and I call upon the citizens of Garden City, Georgia to observe that day in an appropriate manner honoring retired educators.

Given unto my hand and seal at Garden City, Georgia, on this 7th day of October, in the year of our Lord, 2024.

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Bruce Campbell, Mayor

ATTEST:

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Tonya Roper, Clerk of Council



The City of Garden City, Georgia  
100 Central Avenue, Garden City, Georgia 31405  
Phone: 912.966.7777 Fax: 912.966.7792

## REQUEST TO BE PLACED ON THE CITY COUNCIL AGENDA

*The City of Garden City would like to hear issues of importance brought by citizens of Garden City as it is in the best interest of the City that the Mayor and City Council be well-informed and prepared to address topics placed on the agenda. In order to better ensure that this process is efficient and effective, the City requires that citizens submit a written form outlining the subject matter about which they would like to speak. The Mayor may rule out of order personal, abusive or indecorous language or matters that the City has no purview over. Completion of this form does not entitle the Speaker to be added to the agenda.*

Request Submittal Date: August 28, 2024

Name of Person to Speak: Al Ellisor III

Title: Assistant Manager

Business / Organization: ACE ACRES MOBILE HOME PARK

Address: 5228 AUGUSTA ROAD

City/State/Zip: Garden City, Georgia, 31408

Telephone Number: (912) 438-9303 Email Address: aellisor@coastal-group.net

Have you addressed your issue(s) with City staff?  Yes  No

Have you addressed your issue(s) with the City Manager?  Yes  No

City Council Meeting Date: First meeting in October 2024

**PURPOSE:**

**Brief summary / paragraph of topic:**

**Discuss the permit fee for new mobile homes in Garden City**

**Alfred Ellisor III**

**August 28, 2024**

**Signature**

**Date**

A request must be received by the City Manager **one (1) week** prior to the requested City Council Meeting date in order to include this form in the City Council packet. Please be sure to include a detailed summary of your presentation topic on this form or with your typed description. If presenting collateral materials (handouts, maps, fliers, etc.), **eleven (11)** copies must be submitted with this form. If using other forms of media (PowerPoint Presentation, DVD, CD, etc.), the final version must be submitted electronically (or on flash drive /CD) with this form and no modifications will be accepted or allowed. It is understood that the City reserves the right to re-format the presentation to facilitate its use during the City Council meeting, but the City will not edit content.



**The City of Garden City, Georgia**  
**100 Central Avenue, Garden City, Georgia 31405**  
**Phone: 912.966.7777 Fax: 912.966.7792**

**CITY STAFF USE ONLY**

City Manager	Approved <input type="text"/>	Denied <input type="text"/>	Initial / Date <input type="text"/>
Mayor	Approved <input type="text"/>	Denied <input type="text"/>	Initial / Date <input type="text"/>
Clerk of Council Notified			Initial / Date <input type="text"/>
Council Agenda / Meeting	Approved Date <input type="text"/>		
Requester Notified	Date <input type="text"/>		

Reason for Denial:

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**City of Garden City**  
100 Central Avenue, Garden City, Georgia 31405  
Phone: 912.966.7777 Fax: 912.966.2735  
Email: Occtax@gardencity-ga.gov

## APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

Date Filed: 8/20/2024

For the Year: 2024  
Expires at December 31 of the above year.

**Type of License (check all that apply)**

<input type="checkbox"/> Spirituous Liquors (package)	\$2,722.00	<input checked="" type="checkbox"/> Beer and/or malt beverages	\$682.00
<input type="checkbox"/> Spirituous Liquors (by the drink)	\$2,722.00	<input checked="" type="checkbox"/> Wines	\$236.00
<input checked="" type="checkbox"/> Advertising Cost	\$95.00		

TOTAL: \$ 1,013.00

**Business Information**

Business Name: PUPUSERIA SALVADORENA LAS VERONICAS LLC

D/B/A/ (if applicable): PUPUSERIA SALVADORENA LAS VERONICAS

Business Address: 109 MINUS AVE STE C1, GARDEN CITY, GA 31408 Business Phone: (678) 492-5938

Mailing Address: 2611 US HIGHWAY 80 W Emergency Phone: (404) 450-8803  
(If different from Business Address)

City: GARDEN CITY State: GA Zip Code: 31408

Business Email Address: dalyavero@hotmail.com

What other kinds of business will be conducted at this location? FULL SERVICE RESTAURANT

List all persons with a financial interest in the business:

(For corporations, include all stockholders who own more than 10% of the outstanding stock of the corporation.)

Name	Address	% Ownership
RIGOBERTO VELASCO	2611 US HIGHWAY 80 W, GARDEN CITY, GA 31408	100

Has any person having an interest in said business been convicted of any violation of law other than a traffic violation? Served time in prison, or other correctional institution?  Yes  No

If Yes, describe circumstances:

**Applicant/Licensee Information**

Full Name: RIGOBERTO VELASCO

Home Address: 2611 US HIGHWAY 80 W

Phone: 678-492-5938

City: GARDEN CITY

State: GA

Zip Code: 31408

SSN: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Age: \_\_\_\_\_

Ever held a similar license: YES IN S.C

Year: 2023-2024

Describe the interest owned or held by the applicant in the business: PRESIDENT WITH DIRECT INTEREST IN THE BUSINESS

Will the applicant operate the business in person?  Yes  No

If No, list the name of the manager: DALYA V VELASCO

Brief personal history of applicant:

(Include education, previous jobs, businesses owned, and any place of residence during last five years.)

BUSINESS OWNER FOR 6 YEARS INVOLVED IN DIRECT OPERATIONS. OWNER OF AN ADDITIONAL BUSINESS LOCATION IN SOUTH CAROLINA THAT HAS BEEN OPERATING FOR ONE YEAR. SAME RESIDENCE ADDRESS FOR MORE THAN 5 YEARS.

Criminal history of applicant (if any): N/A

**Fingerprints of applicant shall be required with the initial application.**

List five character references that will vouch for the applicant:

Name	Address
MARIO A ZUNIGA	19 LAKE SHORE BLVD, PORT WENTWORTH, GA 31407
ROGER FLORES	601 QUACCO RD, APT 1004, SAVANNAH, GA 31419
JOSE B RODRIGUEZ	1449 BELL DR, BEECH ISLAND, SC 29842
JAIME NEGRON CRUZ	523 TANGER RD, NORTH AUGUSTA, SC 29841
TANIA J RODRIGUEZ	1449 BELL DR, BEECH ISLAND, SC 29842

\*ALL OF THE FOREGOING INFORMATION IS HEREBY GIVEN AND ALL OF THE FOREGOING STATEMENTS ARE HEREBY MADE ON OATH, WILLFULLY, KNOWINGLY, AND ABSOLUTELY, AND THE SAME IS AND ARE HEREBY SWORN TO BE TRUE UNDER PENALTY FOR FALSE SWEARING AS PROVIDED BY LAW.

Rigoberto Velasco

Applicant's Signature

Sworn to and subscribed before me this

20<sup>th</sup> day of august, 20 24

Jessica Perez Hernandez  
Notary Public



THIS PAGE FOR OFFICE USE ONLY

Application received by: Katie Draeger Date: 8/20/24

POLICE DEPARTMENT REVIEW

Fingerprinted by: OK for license SKD Date: 8/29/24

Separate report submitted to the City Administrator:

\_\_\_\_\_  
Swa Date: 8/10/24  
\_\_\_\_\_  
Police Chief

Public Hearing held on: \_\_\_\_\_

Date advertised in Savannah Morning News: \_\_\_\_\_

Action of Council:  Approval  Denial

License(s) Issued: \_\_\_\_\_ Date: \_\_\_\_\_



**City of Garden City**  
100 Central Avenue, Garden City, Georgia 31405  
Phone: 912.966.7777 Fax: 912.966.2735  
Email: Occtax@gardencity-ga.gov

## MANAGER APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

This form must be completed if manager or other employee operates the business on behalf of the License Applicant. If this is a new manager (change from last year's application) an additional advertising cost fee of \$75.00 made payable to the City of Garden City must accompany this application.

Date Filed: 8/20/2024

For the Year: 2024

Advertising Cost \$95.00

Expires at December 31 of the above year.

### Business Information

Business Name: PUPUSERIA SALVADORENA LAS VERONICAS LLC

D/B/A (if applicable): PUPUSERIA SALVADORENA LAS VERONICAS

Business Address: 109 MINUS AVE STE C1, GARDEN CITY, GA 31408

### Manager Information

Full Name: DALYA V VELASCO

Home Address: 2611 US HIGHWAY 80 W

Phone: (404) 450-8803

City: GARDEN CITY

State: GA

Zip Code: 31408

SSN: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Age: \_\_\_\_\_

Ever held a similar license: YES IN S.C.

Year: 2023-2024

Brief personal history of applicant:

(Include education, previous jobs, businesses owned, and any place of residence during last five years.)

BUSINESS MANAGER FOR 6 YEARS INVOLVED IN DAILY OPERATIONS. ALSO MANAGER OF AN ADDITIONAL LOCATION IN

SOUTH CAROLINA THAT HAS BEEN OPERATING FOR ONE YEAR. SAME RESIDENTIAL ADDRESS FOR MORE THAN 5 YEARS.

Criminal History of Applicant (if any): n/a

Fingerprints of applicant shall be required with the initial application.

List five character references that will vouch for the applicant:

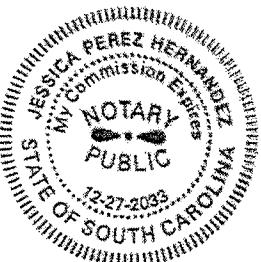
Name	Address
MANFREDO VELASCO	440 HIGH FALLS ROAD, JACKSON, GA 30233
ALAN FABRICIO CARMONA GOMEZ	109 MINUS AVE STE D6, GARDEN CITY, GA 31408
YAMILET MENJIVAR	12750 GOLF CLUB DR, SAVANNAH, GA 31419
VERONICA E CASTILLO VELASCO	2481 QUACCO RD, POOLER, GA 31322
ORLANDO BONET	1121 TENNESSEE AVE, LOUISVILLE, KY 40208

\*ALL OF THE FOREGOING INFORMATION IS HEREBY GIVEN AND ALL OF THE FOREGOING STATEMENTS ARE  
HEREBY MADE ON OATH, WILLFULLY, KNOWINGLY, AND ABSOLUTELY, AND THE SAME IS AND ARE HEREBY  
SWORN TO BE TRUE UNDER PENALTY FOR FALSE SWEARING AS PROVIDED BY LAW.

**Applicant's Signature**

Sworn to and subscribed before me this  
20<sup>th</sup> day of august, 2024.

Notary Public



THIS PAGE FOR OFFICE USE ONLY

Application received by: Katie Draeger Date: 8/20/24

POLICE DEPARTMENT REVIEW

Fingerprinted by: OK for license SKO Date: 8/29/24

Separate report submitted to the City Administrator:

Fisher Date: 8/30/24  
Police Chief

Public Hearing held on: \_\_\_\_\_

Date advertised in Savannah Morning News: \_\_\_\_\_

Action of Council:  Approval  Denial

License(s) Issued: \_\_\_\_\_ Date: \_\_\_\_\_



## City of Garden City

100 Central Avenue, Garden City, Georgia 31405  
Phone: 912.966.7777 Fax: 912.966.2735  
Email: Occtax@gardencity-ga.gov

### APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

Date Filed: 8-26-24

For the Year: 2024

Expires at December 31 of the above year.

#### Type of License (check all that apply)

<input type="checkbox"/> Spirituous Liquors (package)	\$2,722.00	<input checked="" type="checkbox"/> Beer and/or malt beverages	\$682.00
<input type="checkbox"/> Spirituous Liquors (by the drink)	\$2,722.00	<input checked="" type="checkbox"/> Wines	\$236.00
<input checked="" type="checkbox"/> Advertising Cost	\$95.00		

TOTAL: \$ 1013.00

#### Business Information

Business Name: GANESH 1109 LLC  
D/B/A/ (if applicable): BP 4801  
Business Address: 4801 AUGUSTA RD, GARDEN CITY 31408 Business Phone: 912-349-3562  
Mailing Address: SAME (If different from Business Address) Emergency Phone: 201-683-1340

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Email Address: \_\_\_\_\_

What other kinds of business will be conducted at this location? GAS STATION & CONVENIENT STORE

List all persons with a financial interest in the business:

(For corporations, include all stockholders who own more than 10% of the outstanding stock of the corporation.)

Name	Address	% Ownership
ASHOK LAKHANI	174 ENCLAVE BLW, SAN. GA 31419	100

Has any person having an interest in said business been convicted of any violation of law other than a traffic violation? Served time in prison, or other correctional institution?  Yes  No

If Yes, describe circumstances: \_\_\_\_\_

**Applicant/Licensee Information**

Full Name: ASHOK LAKHANI

Home Address: 174 ENCLAVE BLVD

Phone: 261-683-1340

City: SANANNAH

State: GA

Zip Code: 31419

SSN: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Age: \_\_\_\_\_

Ever held a similar license: YES

Year: 2023

Describe the interest owned or held by the applicant in the business: OFFICER

Will the applicant operate the business in person?  Yes  No

If No, list the name of the manager: \_\_\_\_\_

Brief personal history of applicant:

(Include education, previous jobs, businesses owned, and any place of residence during last five years.)

\_\_\_\_\_

\_\_\_\_\_

Criminal history of applicant (if any): \_\_\_\_\_

**Fingerprints of applicant shall be required with the initial application.**

List five character references that will vouch for the applicant:

Name	Address
<u>NIRAN SHETH</u>	<u>134 MOOR BEN LANDING, SAN. GA 31419</u>
<u>VINIT PATEL</u>	<u>131 COFFEE BLUFF VILLA RD, SAN. GA 31419</u>
<u>LOKESHA PATEL</u>	<u>216 FAULT DR. SAN. GA. 31419</u>
<u>BHANING PATEL</u>	<u>172 COFFEE PT, SAN. GA. 31419</u>
<u>BRIANA WRIGHT</u>	<u>2141 TEXAS AVE. SAN. GA 31404</u>

\*ALL OF THE FOREGOING INFORMATION IS HEREBY GIVEN AND ALL OF THE FOREGOING STATEMENTS ARE HEREBY MADE ON OATH, WILLFULLY, KNOWINGLY, AND ABSOLUTELY, AND THE SAME IS AND ARE HEREBY SWORN TO BE TRUE UNDER PENALTY FOR FALSE SWEARING AS PROVIDED BY LAW.

  
Applicant's Signature

Sworn to and subscribed before me this  
2611 day of AUGUST, 20 24.

Mark Bush-Canada

Notary Public



**THIS PAGE FOR OFFICE USE ONLY**

Application received by: Natlie Draeger Date: 8/26/24

**POLICE DEPARTMENT REVIEW**

Fingerprinted by: OK for license SLD Date: 8/28/24

Separate report submitted to the City Administrator:

\_\_\_\_\_  
FSG Date: 8/29/24  
\_\_\_\_\_  
Police Chief

Public Hearing held on: \_\_\_\_\_

Date advertised in Savannah Morning News: \_\_\_\_\_

Action of Council:  Approval  Denial

License(s) Issued: \_\_\_\_\_ Date: \_\_\_\_\_

## SYNOPSIS

**Pre-Agenda Session**  
**Monday, September 16, 2024 - 5:30 p.m.**

**Call to Order:** Mayor Campbell called the pre-agenda session to order at approximately 5:30 p.m. and gave the invocation.

### **Attendees**

**Council Members:** Mayor Bruce Campbell, Councilmember Gwyn Hall, Councilmember Richard Lassiter, Councilmember Natalyn Morris, Councilmember Debbie Ruiz, and Councilmember Kim Tice.

**Staff Members:** Rhonda Ferrell-Bowles, City Manager; James P. Gerard, City Attorney; Yoland Irizarry, HR Director; Cliff Ducey, Recreation Director; Gil Ballard, Police Chief; Laureen Boles, Planning Director; Mike Dick; Fire Chief, Katie Draeger; Finance Director, Ben Brengman; IT Director, Veronica Enoch; Executive Assistant and Tonya Roper, Clerk of Council.

### **Mayor's Updates**

The Mayor had no updates to report.

### **City Council Updates**

The Council had no updates to report.

### **City Manager Updates**

The City Manager gave an overview of items on the agenda. She stated that we have two proclamations for tonight: National Hispanic Heritage Week and Garden City Reads Day.

#### **1. Formal Public Comment**

The City Manager reported there is a formal public comment by Carl Lee to address City Council regarding the completion of paving for Briarwood Drive to accommodate a lot at the end of the street. City Manager said that she has an email from Stacey, Public Works administrator stating that she spoke with Mr. Lee about paving the remainder of the road and Stacey doesn't recommend it.

Councilmember Tice stated that Mr. Lee attempted to do it last year and there was a guy wanting to purchase the property. The purchaser would have to pay to have the road extended; there is no water, no gas and it's a dead end that backs up to Pipemakers. He was told by the former City Manager that the City would not accommodate and it's not the City's responsibility to pave into a personal property.

City Manager stated that Staff has not been able to reach Mr. Lee for follow-up and he may or may not be here for the formal public comment.

**2. Public Hearing**

Alcohol Beverage License application for Drivers Food Market.

**3. Approval of City Council Minutes**

Consideration of the minutes from pre-agenda, City Council meeting and workshop.

**4. Items for Consideration**

- (a) The City Manager stated that we have a zoning text amendment for the 2nd reading for EV Charging Stations.
- (b) The zoning amendment for 2<sup>nd</sup> reading requests for rezonings for Nr. Nathaniel Smalls on Heidt Avenue and a zoning amendment for 2779 U. S. Highway 80.
- (c) A resolution for two surplus fire equipment for two pumper.
- (d) A resolution for the conversion of four part-time positions to one full-time position.
- (e) A resolution for the Fire Department's mutual aid agreement with Chatham County Fire Department that is a five-year term on this agreement where it's changed from a private agency to Chatham County.
- (f) We have a hiring bonus incentive for newly hired post-certified police officers.
- (g) There is a resolution for the Right-of-Way Maintenance agreement for the Flock license plate readers.
- (h) A resolution for designating signatures for accounts with Bank of America.
- (i) A resolution for procurement of the City's CenterPoint Lift station for damaged pipes and valves.
- (j) The City Manager stated we have the alcohol beverage license application for consideration.

The City Manager confirmed with Councilmember Hall that the alcohol license application had completed the required process.

The City Attorney addressed Councilmember Morris' inquiry about the 2<sup>nd</sup> reading of the ordinance regarding property ownership of the 2779 Highway 80 rezoning request.

Ben Bregman, IT Director stated that there will be a PowerPoint presentation on the screens as test run for the viewing of the agenda.

**Adjournment:** Given no other items to discuss, the Mayor and City Council adjourned the pre-agenda session at approximately 5:45p.m.

*Transcribed & submitted by: The Clerk of Council*

*Accepted & approved by: The City Council 10-7-24.*

## M I N U T E S

### City Council Meeting Monday, September 16, 2024 – 6:00 p.m.

**Call to Order:** Mayor Campbell called the meeting to order at approximately 6:00 p.m.

**Opening:** Mayor Campbell gave the invocation and led the City Council in the pledge of allegiance to the flag.

#### **Roll Call**

**City Council Members:** Mayor Bruce Campbell, Councilmember Gwyn Hall, Councilmember Richard Lassiter, Jr., Councilmember Natalyn Morris, Councilmember Debbie Ruiz and Councilmember Kim Tice. Absent: Mayor Pro-Tem Marcia Daniel.

**Staff Members:** Rhonda Ferrell-Bowles City Manager; James P. Gerard, City Attorney; Gil Ballard, Chief of Police; Laureen Boles, Planning and Economic Development Director, Katie Draeger; Finance Director, Mike Dick; Fire Chief, Cliff Ducey; Parks and Recreation Director, Tonya Roper; Clerk of Council and Andrew Guzman; IT Technician.

Mayor Campbell presented on behalf of Mayor and Council to designate September 30<sup>th</sup>, 2024, as “Garden City Reads Day” and designation of “National Hispanic Heritage Month”; September 15, 2024 - October 15, 2024 (correction on agenda item noted as proclamation to designate week of September 15<sup>th</sup> as National Hispanic Heritage Week).

**Formal Public Comment:** Mr. Carl Lee; owner, requests to address the City Council concerning the completion of paving for Briarwood Drive to accommodate lot at the end of the street.

Mr. Carl Lee, 110 Nelson Avenue stated he wanted to inquire why the street on Briarwood has never been paved as it was planned. The paving stopped short of the planning destination. In 1986, I bought the property with the understanding that the street would be paved. He stated that he has been paying taxes on the property and now wants to develop the property but can't due to the restrictions proposed by the City. Mr. Lee said he would like a resolution to the issue.

Councilmember Hall asked what type restrictions were imposed by the City?

Mr. Lee stated that the closing Attorney for a previous sale was stopped because the utilities and pavement must abut to the property and the pavement stops at the edge of his property. He said I can't build on it and I can't sell it; the only thing I can do is pay taxes on it.

Councilmember Lassiter inquired whether Mr. Lee has considered completed the paving since purchasing the property in 1986.

Mr. Lee stated that it was his understanding that the property would be paved at a later date when the property was purchased. Mr. Lee said since 1986, property taxes have been paid and nothing has happened, and if I can't develop the property then I will sell it, but the sale was blocked due to restrictions.

Mr. Lee asked Council to either lift the restrictions or pave the street. The right-of-way belongs to the City, there are two streets that stop short of their destination; those streets are Wildwood and Briarwood.

Councilmember Morris questioned if there was anything in writing from the administration at that time to continue the pavement.

Mr. Lee stated that the communication was verbal.

City Attorney stated that he will look into the matter, and what restrictions were placed on the property.

**Informal Public Comment:** Mayor Campbell opened the floor to receive public comment from the audience.

Mr. Rashan Lowery, 3908 5<sup>th</sup> Street stated his concerns of receiving a fine on his grandmother's water bill due to his stripping down appliances for extra income. Mr. Lowery said we help to beautify the City because we are picking up the old appliances from locations within the City. He stated he was previously told to stop the business activities of stripping down the appliances. He said we strip the washers, dryers, and refrigerators to remove copper and then take to the scrap yard; I came to the meeting to inquire about the resolve of the fine on the water bill.

City Manager stated that we can look into it tomorrow morning. We will need to reach out to Planning and Zoning staff regarding the fine.

Councilmember Morris inquired of whether Mr. Lowery was given a warning prior to the fine being placed on the water bill.

Mr. Lowery stated that three years ago he came to court regarding a citation to stop running a business. He said one day he left and came back with a notice on the door. The front yard has flowers and is manicured; they would have to have seen it from the backyard.

Given no other speakers, Mayor Campbell closed the public comment portion of the meeting.

**Public Hearing: Alcohol Beverage License Application:** Receipt of public comment on an alcohol beverage license application made by Nikolai Semenchine to sell wines, beer, and/or malt beverages at Drivers Food Market, LLC 25 Main Street, Garden City, Georgia.

Nikolai Semenchine, 25 Main Street, stated this is his business, there is no gas station but there is a fast-food place and regular convenience store with lottery, beer and wine.

Given no further speakers for those in favor or opposition; Mayor Campbell closed the Public Hearing.

**City Council Minutes:** Councilmember Tice motioned to approve the minutes from the August 19th, Pre-Agenda Session and City Council Meeting Minutes, and the September 9<sup>th</sup> workshop. The motion was seconded by Councilmember Ruiz and passed with Councilmember Morris, Councilmember Ruiz, Councilmember Tice and Mayor Campbell voting in favor of the motion. Councilmember Hall abstained from voting due to being absent from the August 19<sup>th</sup> Council meeting. Councilmember Lassiter abstained from voting due to being absent from the September 9th Council workshop.

### **Items for Consideration**

**Second - Ordinance – Zoning Text Amendment (EV Charging Station):** The Clerk of Council read the heading of an ordinance to amend the Code of Ordinances for Garden City, Georgia, as amended, by amending Chapter 22 of the said Code to define and regulate the operation of electric vehicle charging stations as businesses within the City; by amending zoning Chapter 90, Articles I & II, to add electric vehicle charging stations to the permitted uses listed in Code Section 90-47(b).

Councilmember Lassiter motioned to deny the ordinance on second reading. Councilmember Morris seconded the motion. Councilmember Hall, Councilmember Ruiz, and Mayor Campbell opposed the motion. Councilmember Tice voted in favor of the motion. With a tie of the motion to deny; Councilmember Hall made a motion to approve the ordinance on second reading. Councilmember Ruiz seconded the motion. Councilmember Tice, Councilmember Hall, Councilmember Ruiz and Mayor Campbell voted in favor of the motion. Councilmember Lassiter and Councilmember Morris voted in opposition. Mayor Campbell stated that the motion carries to adopt the ordinance on the second reading.

**Second Reading - Ordinance – Zoning Map Amendment(Nathaniel Smalls/0 Heidt Avenue):** The Clerk of Council read the heading of an ordinance to amend the zoning ordinance, and map of Garden City Georgia, as amended, to rezone from a zoning classification of “R-2” to a zoning classification of “C-2A” the northern half of Lot 132 and the southern half of Lot 131, Central Junction Heights subdivision, Garden City, Chatham County, Georgia, currently owned by Nathaniel Smalls, Jr., as administrator of the estate of Gussie Mae Small pursuant to letters of administration issued on May 16, 2024, by the Probate Court of Chatham County, Georgia in the Gussie Mae Small estate.

Councilmember Morris motioned to approve the ordinance on the second reading. Councilmember Lassiter seconded the motion. Councilmember Hall, Councilmember Ruiz, Councilmember Tice and Mayor Campbell voted in opposition of the motion; the adoption of the ordinance is denied.

Councilmember Lassiter expressed concern regarding the sequence of the request.

**Second Reading - Ordinance – Zoning Map Amendment(2779 U.S. Highway 80):** The Clerk of Council read the heading of an Ordinance to amend the zoning ordinance and map of Garden City, Georgia, as amended, to rezone from a zoning classification of “R-1” to a zoning classification of “R-2” portions of Lot 3 and lot 4 of the Burdette Tract in Garden City, Chatham County, Georgia, having an address of 2779 U.S. Highway 80, Garden City, Georgia 31408 and currently owned by the City of Garden City and by All In One Car Export, LLC.

Councilmember Ruiz motioned to approve the ordinance on the second reading. Councilmember Hall seconded the motion. The motion passes and is adopted with Councilmember Morris voting in opposition.

**Resolution – Surplus Fire Engine:** The Clerk of Council read the heading of a resolution to classify as surplus property the Fire Department’s 2000 E-One Pumper and 1995 E-One Pumper and to authorize the Fire Department to dispose of the equipment by having it auctioned at public sale pursuant to State law.

Councilmember Hall motioned to adopt the resolution, and Councilmember Tice seconded the motion. The motion passed with all voting in favor of the motion.

**Resolution – Conversion of Part-time Positions to Full-time Position – Fire Department:** The Clerk of Council read the heading of a resolution of the Mayor and Council to approve the elimination of four (4) part-time Firefighter positions and the addition of one (1) full-time Firefighter position; to amend the Fiscal Year 2024 budget to make changes to appropriations within the Fire Department for salaries and wages paid to full-time and part-time Firefighter positions.

Councilmember Lassiter motioned to adopt the resolution. Councilmember Hall seconded the motion, the motion passes with no opposition.

**Resolution – Chatham County Fire Department Mutual Aid Agreement:** The Clerk of Council read the heading of a resolution authorizing the City of Garden City, Georgia to enter into an agreement for Fire service mutual aid with Chatham County, Georgia for the provision of emergency services upon request for a five-year term with renewals upon written consent of both parties; designating representatives to serve as a point of contact for the coordination of mutual aid and assistance; authorizing the City Manager to execute the agreement.

Councilmember Ruiz motioned to adopt the resolution. Councilmember Hall seconded the motion and the motion passes without opposition.

**Resolution – Hiring Bonus Incentive for Newly Hired Post-Certified Police Officers:** The Clerk of Council read the heading of a resolution of Mayor and Council implementing a program funded with currently appropriated Police budgeted salary and benefit savings for a “Signing Bonus” incentive of \$5000.00 for newly hired Post-certified police officers of the Garden City Police Department.

Councilmember Morris motioned to deny adopting the resolution based on the language within the resolution and expressing concerns with regards to payout, retention and policy. Councilmember Lassiter seconded the motion. Councilmember Tice requested further explanation of the resolution. With further explanation by Gilbert Ballard; Police Chief; the motion fails with Councilmember Hall, Councilmember Ruiz, Councilmember Tice and Mayor Campbell voting in opposition. Councilmember Hall made a motion to approve to adopt the resolution. Councilmember Ruiz seconded the motion; the motion passes with Councilmember Hall, Councilmember Ruiz, Councilmember Tice and Mayor Campbell voting in favor of the motion. Councilmember Morris and Councilmember Lassiter voted in opposition of the motion.

**Resolution – Right-of-Way Maintenance Agreement – Flock License Plate Readers:** The Clerk of Council read the heading of a resolution approving that certain right-of-way maintenance agreement by and between Garden City, Georgia, and the Georgia Department of Transportation requiring the City to perform maintenance services in connection with the City’s installation of automated license plate readers along the State’s Rights-of-Way; and for other purposes.

Councilmember Hall motioned to adopt the resolution. Councilmember Ruiz seconded the motion; all vote to approve the motion.

**Resolution – Bank of America Signatories:** The Clerk of Council read the heading of a resolution to designate signatories of the City’s bank accounts with Bank of America; superseding any previous resolutions; and providing an effective date.

Councilmember Ruiz motioned to adopt the resolution. Councilmember Hall seconded the motion, the motion passes without opposition.

**Resolution – CenterPoint Lift Station Procurement:** The Clerk of Council read the heading of a resolution to ratify the emergency service procurement for damaged pipe and valves for the City's CenterPoint Lift Station.

Councilmember Tice made a motion to approve the resolution. Councilmember Ruiz seconded the motion; all vote in favor of the motion.

**Alcohol Beverage License Application:** The Clerk of Council read the heading for consideration by the Mayor and Council of an alcohol beverage license application made by Nikolai Semenchine to sell wines, beer, and/or malt beverages at Drivers Food Market, LLC 25 Main Street, Garden City, Georgia.

City Manager confirmed that the alcohol license application had completed the required process.

Councilmember Ruiz made a motion to approve the application. Councilmember seconded the motion. The motion passes without opposition.

Councilmember Lassiter expressed his concerns regarding due diligence in doing our homework for ordinance and resolution requests and the dynamics involved with the process.

City Attorney addressed the concerns of Councilmember Lassiter and confirmed the procedural requirements of the approval and adoption of an ordinance.

**Adjournment:** Given no other items on the agenda to discuss, Mayor Campbell called for a motion to adjourn the meeting. Councilmember Hall motioned to adjourn the meeting at approximately 6:41 p.m. The motion was seconded by Councilmember Ruiz and passed without opposition.

*Transcribed & submitted by: The Clerk of Council*

*Accepted & approved by: The City Council on October 7, 2024*

## **GARDEN CITY RESOLUTION**

WHEREAS, Garden City, Georgia, desires to enter into a contract for the removal and installation of school zone flashers and signage on the segment of State Route 21 between Brampton Road and Rommel Avenue in Garden City, Georgia, where the newly constructed Davis-Edwards-Harris Educational Complex is located (the "Contract Work"); and,

WHEREAS, the City solicited competitive bids for the performance of the Contract Work; and,

WHEREAS, the invitation of bids was advertised in the Savannah Morning News and on the City's website for two weeks commencing August 30, 2024 (a copy of said advertisement being attached hereto as Exhibit "A"), with a bid opening date and time of September 16, 2024, at 2:00 p.m. set forth therein; and,

WHEREAS, the only bid which was received by the City for the Contract Work was opened on September 16, 2024, at 2:00 pm, disclosing the bidder as Hoffman Electric Company and the bid amount as \$ 72,500.00; and,

WHEREAS, prior to soliciting for bids for the performance of the Contract Work, the City received cost estimates for the Contract Work in the approximate amount of \$75,000.00; and,

WHEREAS, Hoffman Electric is a Georgia Department of Transportation - approved local contractor which competently installed a traffic signal at the intersection of Priscilla D. Thomas Way and Highway 21 last year in connection with the construction of the educational complex after submitting the lowest and most responsible bid for the work, and is very familiar with the segment of Highway 21 where the Contract Work is to be performed; and,

WHEREAS, the City has retained Hoffman Electric on prior public projects and has never been dissatisfied with the contractor's work product; and,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of Garden City, Georgia, that Hoffman Electric has submitted the lowest and most responsible bid for the Contract Work in the amount of \$72,500.00, and that a contract or work order agreement for the performance of the Contract Work be awarded to such bidder,

BE IT FURTHER RESOLVED that the cost of the Contract Work be funded by the City's SPLOST fund.

BE IT FURTHER RESOLVED that the City Manager is authorized to sign the contract or work order agreement in the name of the City.

ADOPTED AND APPROVED this \_\_\_\_\_ day of October, 2024.

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TONYA ROPER, Clerk of Council

Received and approved this \_\_\_\_\_ day of October, 2024.

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BRUCE CAMPBELL, Mayor

EXHIBIT "A"

ADVERTISEMENT FOR BIDS

**PROJECT 2024-PD-01 - REMOVAL AND INSTALLATION OF STATE ROUTE 21  
SCHOOL ZONE FLASHERS AND SIGNAGE**

Sealed bids will be accepted by Garden City, Georgia, from contractors approved by the Georgia Department of Transportation by Garden City, Georgia, for Project No. 2024-PD-01 at the Garden City Police Department at Garden City City Hall, 100 Central Avenue, Garden City, Georgia, 31405 until 2:00 p.m. on September 16, 2024, at which time they will be publicly read aloud. Envelopes must be clearly marked in the bottom left hand corner "Bid for Project 2024-PD-01".

The Project includes work on the segment of State Route 21 between Brampton Road and Rommel Avenue in Garden City, Georgia, where the Davis-Edwards-Harris Educational Complex is located. The Project includes the (a) the installation of a 45 mph speed limit sign at southbound Milepost 7.65; (b) the removal of a 45 mph speed limit sign at northbound Milepost 7.88; (c) the installation of overhead school flashing beacons and a 30 mph school limit sign at southbound Milepost 8.18; (d) the installation of an overhead "End School Zone" sign at northbound Milepost 8.18; (e) the installation of a 45 mph speed limit sign at northbound Milepost 8.21; (f) the removal of overhead school flashing beacons and a 30 mph school limit sign at southbound Milepost 8.45; (g) the removal of an overhead "End School Zone" sign at northbound Milepost 8.45; and associated work.

The Georgia Department of Transportation ("GDOT") plans and specifications for the Project may be examined and/or copies obtained at the Garden City Police Department at Garden City City Hall, 100 Central Avenue, Garden City, Georgia 31405. If mailed, an additional fee will be charged to cover postage and handling. The plans and specifications can be sent electronically at no charge. Bids shall be valid for 30 days from the date of opening unless extended otherwise. The City reserves the right to reject any and all bids or to waive any informalities in the bidding and shall determine which bid or bidders is the most responsive, satisfactory, and responsible, and shall be the sole judge thereof. The award of the Project will not occur until the City has reviewed all bids for responsiveness and responsibility determinations, and the Mayor and Council of Garden City, Georgia, has formally awarded the Project.

All work for the Project shall be conducted in compliance with a permit granted to Garden City, Georgia, by GDOT, and shall be coordinated with, and performed in accordance with, the directives of GDOT's District Traffic Engineer.

Local preference shall be given to businesses having a business location within the geographic boundaries of Chatham County.

It is the policy of Garden City to provide minority and women owned and operated business enterprises with equal opportunity in connection with the City's procurement and contracting activities, consistent with federal, state, and local laws.

Dated this 27th day of August, 2024.

/s/ Tonya Roper  
Tonya Roper, Clerk of Council

**RESOLUTION**

**A RESOLUTION AUTHORIZING THE CITY OF GARDEN CITY, GEORGIA, TO ENTER INTO A MEMORANDUM OF WITH THE SAVANNAH AREA CHAMBER OF COMMERCE, INC., ACTING THROUGH ITS BUSINESS UNIT OF VISIT SAVANNAH TO PROVIDE MARKETING, PUBLIC RELATIONS, ADVERTISING, AND OTHER SERVICES TO PROMOTE TOURISM, CONVENTIONS AND TRADE SHOWS IN THE CITY, IN RETURN FOR THE CITY'S PAYMENT TO THE AUTHORITY OF 33 1/3% OF THE HOTEL-MOTEL OCCUPANCY TAX WHICH THE CITY SHALL COLLECT AND DISBURSE PURSUANT TO CODE SECTIONS 48-13-51(A)(3.2) AND 48-13-51(A)(3.7) OF THE OFFICIAL CODE OF GEORGIA ANNOTATED AND ANY ADDITIONAL FUNDS MADE AVAILABLE BY THE CITY FOR SUCH PURPOSE; TO AUTHORIZE THE CITY MANAGER TO EXECUTE THE MEMORANDUM OF AGREEMENT; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

WHEREAS, pursuant to Code Section 48-13-51 (a) (3.2) and Code Section 48-13-51(a)(3.7) of the Official Code of Georgia Annotated, a County (within the territorial limits of a special district located within the County), and the municipalities within the County, are authorized to levy and collect within the boundaries of said special district of the County and within the boundaries of said municipalities, respectively, an excise tax upon the furnishing for value of public accommodations at the rate of 6% of the charge to the public for such furnishing (the "Hotel-Motel Occupancy Tax"); and,

WHEREAS, pursuant to Code Section 48-13-51 (a) (3.2) and Code Section 48-13-51 9(3.7) of the Official Code of Georgia Annotated, Chatham County or a municipality levying the Hotel-Motel Occupancy Tax is required to expend in each fiscal year during which the Hotel-Motel Occupancy Tax is collected an amount equal to 50% of the Tax for the purpose of promoting tourism, conventions, and trade shows in the City or for the purpose of either the marketing or operation of trade and convention facilities; and,

WHEREAS, the City, pursuant to an ordinance duly adopted, has levied the Hotel-Motel Occupancy Tax at the rate of 6% and has authorized the expenditure of 16 2/3% of the Tax for the marketing and operation of the International Maritime Trade Center in Chatham County, Georgia, pursuant to an Intergovernmental Contract with the Georgia International and Maritime Trade Center Authority dated November 15, 1999, as amended on November 7, 2016, in accordance with the provisions of Section 48-13-51 (a) (3.2) and 48-13-51(3.7) of the Official Code of Georgia Annotated as set forth above; and,

WHEREAS, the City presently wishes to enter into a written agreement with the Savannah Area Chamber of Commerce, Inc., acting through its business unit of Visit Savannah, for the purpose of providing for the promotion of tourism, conventions and trade shows in the City in return for receiving 33 1/3% of the Hotel-Motel Occupancy Tax collected by the City, and any additional funds made available by the City for such purpose; and,

WHEREAS, the Savannah Area Chamber of Commerce is a non-profit organization and incorporated under the laws of the State of Georgia as an organization described Internal Revenue code 501(c)(6) which, acting through its business unit known as Visit Savannah, is the official destination marketing organization for the Savannah/Chatham County area providing resources, platforms, and opportunities for local hospitality businesses to market their services and products to a variety of travel audiences including leisure visitors, convention planners, and meetings/trade show attendees; and,

WHEREAS, the Savannah Area Chamber of Commerce, working through Visit Savannah, is willing to provide for the promotion of tourism, conventions, and trade shows in the City through use of 33 1/3 % of the total amount of Hotel/Motel Tax collected by the City and any additional

funds made available by the City for such purpose in accordance with the Memorandum of Agreement with the City which is attached hereto as Exhibit "A"; and,

WHEREAS, said Memorandum of Agreement runs for a three-year term commencing on January 1, 2025 and expiring on December 31, 2027; provides for the implementation, oversight, and updating of an annual plan and budget to provide marketing, public relations, advertising, and other services to promote the City's tourism industry; describes the status of the Savannah Area Chamber of Commerce as an independent contractor and not that of the City's agent, employee, partner, or co-venturer; and allows either party to terminate the agreement as a matter of convenience upon providing the other party advance written notice of at least sixty(60) days; and,

WHEREAS, the Savannah Area Chamber of Commerce has historically provided excellent tourism promotion activities for Chatham County businesses; and,

WHEREAS, the City desires to contract with the Savannah Area Chamber of Commerce for the tourism promotion activities described in the Memorandum of Agreement attached hereto as Exhibit "A";

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of Garden City, Georgia, that the City Manager is hereby authorized to enter into and execute the proposed Memorandum of Agreement with Savannah Area Chamber of Commerce, Inc., acting through its business unit of Visit Savannah, attached hereto as Exhibit "A", and to implement such administrative procedures as may be necessary to carry out the terms and provisions of the agreement and this Resolution.

The effective date of this Resolution shall be when approved by the Mayor and Council.

SO RESOLVED AND ADOPTED, this \_\_\_\_\_ day of October, 2024.

THE MAYOR AND COUNCIL FOR  
GARDEN CITY, GEORGIA

By: \_\_\_\_\_  
TONYA ROPER  
CLERK OF COUNCIL

RECEIVED AND APPROVED, this \_\_\_\_\_ day of October, 2024.

\_\_\_\_\_  
BRUCE CAMPBELL, MAYOR

STATE OF GEORGIA  
CHATHAM COUNTY

**MEMORANDUM OF AGREEMENT  
REGARDING HOTEL/MOTEL TAX**

*30th*  
This Memorandum of Agreement (the "Agreement"), made and entered into this    day of AUGUST, 2024, is by and between GARDEN CITY, GEORGIA, a municipal corporation chartered and existing under the laws of the State of Georgia, hereinafter referred to as "City," as party of the first part, and the SAVANNAH AREA CHAMBER OF COMMERCE, INC., a nonprofit corporation chartered and existing under the laws of the State of Georgia (the "Chamber"), acting through its business unit of VISIT SAVANNAH, hereinafter referred to "Visit Savannah" as party of the second part.

**WITNESSETH:**

WHEREAS, pursuant to O.C.G.A §48-13-51(a)(3.2), the City levies a tax of six (6%) percent on all hotel and motel rooms receipts within the City's jurisdiction (hereinafter the "Hotel/Motel Tax"); and

WHEREAS, the aforementioned code section requires the City to expend in each fiscal year during which the tax is collected an amount equal to 33 1/3% of the total Hotel/Motel Tax collected at the rate of six (6%) percent for the purpose of promoting tourism, conventions, and trade shows under a contract with a private sector non-profit organization which is defined by O.C.G.A. §48-13-50.2 (3) as a chamber of commerce, a convention and visitors bureau, a regional travel association, or any other private group organized for similar purposes which is exempt from federal income tax under Section 501(c)(6) of the Internal Revenue Code of 1986; and,

WHEREAS, the Chamber is a private sector non-profit organization incorporated under the laws of the State of Georgia as an organization described in Internal Revenue Code 501 (c) (6) which, acting through its business unit known as Visit Savannah, is the official destination marketing organization for the Savannah/Chatham County area providing resources, platforms and opportunities for local hospitality businesses to market their services and products to a variety of travel audiences, including leisure visitors, convention planners and meeting/trade show attendees; and,

WHEREAS, the Chamber, working through Visit Savannah, is willing to provide for the promotion of tourism, conventions, and trade shows in the City through use of 33 1/3% of the total amount of Hotel/Motel Tax collected by the City, and any additional funds made available by the City for such purpose, in accordance with a written agreement with the City setting forth, among other things, a plan and budget for the spending of such monies; and,

WHEREAS, the City desires to enter into an agreement with the Chamber for the above-stated purposes;

THEREFORE, the City and Chamber do agree to the following:

1. For a term commencing on January 1, 2025, and expiring on December 31, 2027 (subject to being prematurely terminated by either party for convenience pursuant to the terms of Paragraph 9 hereof), the Chamber, through its business unit Visit Savannah, will provide services including, but not limited to, marketing, public relations, advertising, and other services to promote tourism, conventions, and trade shows in the City, providing exposure to the City in the local, state, national and international media.
2. Visit Savannah shall hire an independent contractor to provide implementation, oversight, and updating of a plan (the “Plan”) to provide marketing, public relations, advertising, and other services (the “Services”) to promote the City’s tourism industry. The Plan shall be reviewed and updated at mid-year and year end by the independent contractor, and will be provided to the City’s City Manager. Year-end Plan results shall be presented by the independent contractor to the Mayor and Council during a meeting of City Council in February of each year. Visit Savannah’s status under this Agreement shall be that of an independent contractor, and not that of the City’s agent, employee, partner, or co-venturer. In its capacity as an independent contractor, Visit Savannah has the sole right to control and direct the means, manner, and method by which the Services required by this Agreement will be performed.
3. A marketing program and budget for providing the Services from the date of this Agreement through year 2025 is attached hereto as Exhibit A. The marketing program and budget for remaining years of the Agreement shall be provided to the City Manager for approval by the City’s Mayor and Council no later than December 1 of each year for the upcoming year starting the following January 1. The marketing plan and budget (“Marketing Plan and Budget”) shall include the following:
  - A. Line-item details by major work programs areas with explanations supporting proposed line-item expenditures.
  - B. Proposed expenditures in the budget plan matching the estimated Hotel/Motel Tax receipts for the year and any additional funds contributed by the City to promote tourism, conventions, and trade shows.
  - C. Annual expenditures which shall include, but not be limited to, the agreed upon cost for the retaining of the above-mentioned independent contractor;
  - D. an administrative fee of an agreed upon amount to the Chamber for financial oversight; and an administrative fee of an agreed upon amount to

Visit Savannah for sales/marketing consultation with its independent contractor.

The marketing program, which will be directly related to the budget above, will include the following:

- A. Annual goals for Visit Savannah with respect to the City; and,
- B. Measurable objective and strategies to achieve the objectives.

4. The City will pay Visit Savannah for the Services a monthly amount which is 33 1/3% of the total Hotel/Motel Tax receipts for each month plus any additional amount which the City has agreed to contribute to promote tourism, conventions, and trade shows in the City. All payments will be made by the tenth working day of the month following the month of receipt by the City. By the tenth working day of each month, the City shall also furnish a statement to Visit Savannah showing the total amount of Hotel/Motel Tax received during the previous month and cumulatively for the year. The Chamber shall likewise provide at such time a monthly statement to the City outlining all expenditures made during the previous month, and cumulatively for the year, derived from the 33 1/3% of the Hotel/Motel Tax which is received from the City, and whatever additional funds, if any, are contributed to Visit Savannah by the City to promote tourism, conventions, and trade shows in the City.
5. Visit Savannah will maintain separate and verifiable accounting records for all revenues and expenses relating to the provision of Services to the City including P&L statements and balance sheets which will be separate and distinct from similar records maintained by Chamber and Visit Savannah for their own operating funds and for funds received by Visit Savannah from other governmental entities for promoting tourism, conventions, and trade shows. Visit Savannah funds derived from the City's Hotel/Motel Tax will be used solely to pay expenses related to the promotion of tourism, conventions, and trade shows in the City in conformity with the approved Marketing Plan and Budget. Prior to expending any funds for any purposes, or in any manner, not outlined in the approved Marketing Plan and Budget, Visit Savannah shall seek a budget adjustment from the City and such budget adjustment must be granted before Visit Savannah may expend any funds in any manner not outlined in the Marketing Plan and Budget. In accordance with generally accepted accounting principles applicable to not-for-profit organizations, all Visit Savannah revenues, expenditures, assets, liabilities, and fund equity relating to the provision of Services to the City will be accounted for in a separate fund entity (hereinafter "Visit Savannah/Garden City Fund"), which is distinct from the general operating funds of the Chamber and Visit Savannah, as well as distinct from the funds held by Visit Savannah for promoting tourism, conventions, and trade shows in other governmental entities.

6. Visit Savannah will provide a mid-year report to the City Manager on revenues and expenditures to date, work program achievements, and progress in meeting goals and objectives. These reports will be provided no later than August 1.
7. Visit Savannah and the Chamber will provide to the City Manager within 180 days of the end of each year independently audited financial statements for the Visit Savannah Garden City Fund and the Visit Savannah operating fund that will include balance sheets and statements of revenues and expenditures. The intent is to clearly demonstrate Visit Savannah monies are separately accounted for and used exclusively for the advancement of Visit Savannah goals, strategies and tactics and that Hotel/Motel Tax revenues collected by the City were used in conformity with State law. At the same time as the audit report, Visit Savannah will provide detailed statement of revenues and expenditures for its operations on the same level of detail as the approved budget comparing actual totals to approved totals.
8. A final settlement of amounts due under this Agreement shall be made by February 14, 2028. Any Hotel/Motel Tax received by the City after December 31, 2027, which pertain to Hotel/Motel Tax levied from January 1, 2027, through December 31, 2027, shall pertain to the period during which they were received from the lodgings or accommodations. The final payments of amounts due under this Agreement for such period shall be paid to Visit Savannah no later than February 14, 2028.
9. Either party may terminate this Agreement as a matter of convenience upon providing the other party advance notice of at least sixty (60) days. Upon the termination date, a final settlement of amounts due under this Agreement for the period ending with the termination date, shall be made within forty-five (45) days after the termination date. Any Hotel/Motel Tax received by the City after the termination date which pertains to Hotel/Motel Tax levied during the period ending with the termination date, and to which Visit Savannah is entitled, shall pertain to the period during which they were received from the lodgings or accommodations.
10. Upon termination or expiration of this Agreement, the outstanding obligations incurred by Visit Savannah which are included in the Marketing Program and Budget approved by the City, shall be the obligation of Visit Savannah unless the City contracts with another qualifying organization to assume that responsibility through use of the Hotel/Motel Tax revenue. The City shall not be required to assume any obligations which were not specifically approved by its Mayor and Council as reflected on the official minutes of the City. The approval of the Marketing Plan and Budget of Visit Savannah by the City shall not constitute the specific approval required under this paragraph of this Agreement.

11. All notices, demands, deliveries and any and all other communications that may be or are required to be given to or made by either party to the other party in connection with this Agreement must be in writing and will be deemed to have been properly given if delivered in person, or sent by overnight commercial courier (next business day morning delivery), by facsimile transmission, or by e-mail (provided that if facsimile or e-mail is used as a method of notice, hard copies of said notice shall also be sent via overnight courier on the same day as the facsimile or e-mail is sent) to the addresses set out below or at such other address as specified by written notice and delivered in accordance herewith:

As to City: Rhonda Ferrell Bowles, City Manager  
Garden City City Hall  
100 Central Avenue  
Garden City, Georgia 31405  
Facsimile: (912) 966-7792  
E-Mail: [rhonda@gardencity-ga.gov](mailto:rhonda@gardencity-ga.gov)

As to Chamber &  
Visit Savannah: Joseph Marinelli, President /CEO  
Visit Savannah/Savannah Area Chamber of Commerce  
101 East Bay Street  
Savannah, Georgia 31401  
Facsimile: N/A  
E-mail: [jmarinelli@visitsavannah.com](mailto:jmarinelli@visitsavannah.com)

For purposes of this Agreement, the time of actual delivery, as evidenced by a signed receipt, if made in person, or one (1) business day after deposit in the ordinary course of business, if by overnight commercial courier, or the date the facsimile or e-mail is sent if sent prior to 5:00 p.m. Eastern time (so long as a copy is also sent via overnight courier on the same day as the facsimile or e-mail is sent), will be deemed the date of any notice, demand or delivery. Rejection or other refusal to accept or inability to deliver because of changed address of which no notice was given will be deemed to be receipt of such notice, demand, or delivery. A party may change its mailing address by giving at least five (5) days' prior written notice to the other parties.

12. This Agreement constitutes the entire written agreement between the parties and shall be interpreted in accordance with the provisions of Georgia law.

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement the day and year first written above.

GARDEN CITY, GEORGIA

By: \_\_\_\_\_  
Rhonda Ferrell Bowles, City Manager

Attest:

\_\_\_\_\_  
Tonya Roper, Clerk of Council

SAVANNAH AREA CHAMBER OF  
COMMERCE/VISIT SAVANNAH

By: Joseph Marinelli  
Joseph Marinelli, President & CEO  
8/30/24

**A RESOLUTION RATIFYING THE CITY MANAGER'S DECISION TO ENGAGE THE SERVICES OF ROSTAN SOLUTIONS, LLC, PURSUANT TO A MASTER SERVICES AGREEMENT WITH SAID COMPANY FOR PROVIDING STORM DEBRIS MONITORING SERVICES IN CONNECTION WITH PROPERTY DAMAGE CAUSED BY HURRICANE HELENE, AND FOR PROVIDING PUBLIC ASSISTANCE CONSULTING SERVICES WITH RESPECT TO RECOVERING FROM FEDERAL AND STATE AGENCIES ELIGIBLE COSTS THAT SHALL BE INCURRED BY THE CITY AS A RESULT OF THE CITY'S RESPONSE TO THE HURRICANE; TO RATIFY THE CITY MANAGER'S EXECUTION OF TASK ORDERS FOR SUCH SERVICES; AND FOR OTHER PURPOSES.**

WHEREAS, Garden City, Georgia, is desirous of engaging the debris monitoring services of Rostan Solutions, LLC, pursuant to that certain Master Services Agreement for Debris Monitoring & Public Assistance Consulting Services between the City and the company dated July, 17, 2023, to, among other things, assist with load inspections for storm debris generated by Hurricane Helene being removed from public rights-of-way, private property, drainage areas/canals, waterways, and other City-designated areas by one or more debris hauling and disposal contractors of the City; and,

WHEREAS, Garden City, Georgia, is also desirous of engaging the public assistance consulting services of Rostan Solutions, LLC, pursuant to the above-mentioned Master Agreement to assist it with recovering from the appropriate federal and state agencies eligible costs that the City shall incur as a result of its response to Hurricane Helene, such services to include, but not be limited to, the identification of eligible emergency recovery work, assessing and categorizing recovery costs, and assisting in attaining emergency funding from federal and state sources; and,

WHEREAS, Rostan Solutions, LLC, is well-qualified to provide such debris monitoring and public assistance consulting services, having previously provided debris monitoring services to the City and also public assistance consulting services in connection with recovering costs incurred by the City in the course of responding to all of the major hurricane disasters during the last six years; and,

WHEREAS, Rostan Solutions, LLC, has submitted the attached Task Order 1 for debris monitoring services at a fee not to exceed \$240,00.00 without authorization of the City, and the attached Task Order Two for public assistance consulting services at a fee not to exceed \$50,000.00 without authorization of the City, which task orders are more than adequate with respect to both scope and price, copies of said task orders being collectively attached hereto as Exhibit "A"; and,

WHEREAS, on October 2, 2024, the City Manager was compelled to engage the debris monitoring services and public assistance consulting services of Rostan Solutions, LLC, pursuant

to the Master Services Agreement for Debris Monitoring & Public Assistance Consulting Services between the City and the company by executing the attached Task Order 1 and Task Order 2 on an emergency basis pursuant to the Declaration of Local Emergency and Executive Order which were entered on September 25, 2024, and extended on October 2, 2024; and,

WHEREAS, the Mayor and Council presently wish to ratify and approve the above-mentioned emergency procurements set forth in the attached Task Order 1 and Task Order 2 pursuant to the Master Services Agreement for Debris Monitoring & Public Assistance Consulting Services between the City and Rostan Solutions, LLC, having determined there was in fact an declared local emergency threatening public health, welfare and safety, and that the procurements under the Master Services Agreement are necessary to competently respond to the damage caused to the City by Hurricane Helene;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Garden City, Georgia, and it is hereby resolved:

1. The Mayor and Council of Garden City, Georgia, hereby ratify the decision made on October, 2, 204, to engage the professional debris monitoring services and public assistance consulting services of Rostan Solutions, LLC, pursuant to that certain Master Services Agreement for Debris Monitoring & Public Assistance Consulting Services between the City and the company dated July 17, 2023, to (a) assist with load inspections for storm debris resulting from Hurricane Helene being removed from public rights-of-way, private property, drainage areas/canals, waterways, and other City-designated areas by one or more debris hauling and disposal contractors of the City, and (b) assist with recovering from the appropriate federal and state agencies eligible costs that the City shall incur as a result of its response to Hurricane Helene, such services to include, but not be limited to, the identification of eligible emergency recovery work, assessing and categorizing recovery costs, and assisting in attaining emergency funding from federal and state sources.
2. The Mayor and Council of Garden City, Georgia, hereby also ratify the City Manager's executing, on behalf of the City, Task Order 1 and Task Order 2 collectively attached hereto as Exhibit "A" defining both the scope and establishing the fees for the performance of such debris monitoring and public assistance consulting services which shall be carried out pursuant to the City's July 17, 2023, Master Services Agreement with Rostan Solutions, LLC.

The effective date of this Resolution shall be when approved by the Mayor and Council.

SO RESOLVED this 7<sup>th</sup> day of October, 2024.

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TONYA ROPER, Clerk of Council

Received and approved this 7<sup>th</sup> day of October, 2024.

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BRUCE CAMPBELL, Mayor

EXHIBIT "A"

PROFESSIONAL SERVICES TASK ORDER

Task Order Number: 001

Subject to the Agreement for Professional Services ("Agreement") between the City of Garden City, GA ("CLIENT") and Rostan Solutions, LLC ("ROSTAN"), effective as of July 17, 2023, the CLIENT hereby authorizes ROSTAN to perform services as specified in this Task Order and in accordance with the above-mentioned Agreement.

**1. Basic Project Information.**

Project Name: Hurricane Helene – Debris Monitoring  
Services Project Location: Garden City, GA  
CLIENT Representative: Chief Mike Dick  
ROSTAN Representative: Chris Bellavia

- 2. Scope of Services:** ROSTAN shall perform its services as described in Attachment 1, Scope of Services, attached and incorporated into this Task Order.
- 3. Period of Service:** The period of service shall be October 1, 2024 through December 31, 2024.
- 4. Compensation:** ROSTAN's compensation under this Task Order, which shall not be exceeded without prior written authorization of the CLIENT, is \$240,000.
- 5. Fee Schedule:** This Task Order's Fee Schedule is incorporated and provided as Attachment 2.

**ISSUED AND AUTHORIZED BY:**  
Garden City, GA

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**ACCEPTED AND AGREED TO BY:**  
Rostan Solutions, LLC

By: 

Name: Travis Mays

Title: Principal/Vice President

## PROFESSIONAL SERVICES TASK ORDER

Task Order Number: 001

### **ATTACHMENT 1** Scope of Services

#### **3.0 SCOPE OF SERVICES**

The selected contracting firm will be expected to provide disaster debris monitoring services, including debris generated from the public rights-of-way, private property, drainage areas/canals, waterways, and other areas designated as eligible by the City. Specific services include:

- a. Consultant will assist with load inspections for storm debris cleanup by one or more debris hauling and disposal contractors or the City.
- b. The Consultant will employ and maintain on the worksite(s) a qualified accessible supervisor(s) and provide the City with a Principal-in- Charge/Project Manager, who shall have full authority to act on behalf of the Consultant, and all communications given to the Principal-in-Charge/Project Manager in writing by the City's authorized representative shall be as binding as if given to the Consultant.
- c. Consultant shall supply a sufficient number of trained debris monitors and trained field supervisors to accommodate the volume of debris to be removed at loading sites, debris management sites, or final disposal sites.
- d. Coordinating daily briefings, work progress, staffing, and other critical items with the City.
- e. Supporting the selection and permitting of debris locations and other permitting/regulatory issues as requested.
- f. Daily scheduling work for team members and contractors.
- g. Hiring, scheduling, and managing field staff.
- h. Consultant shall remove and replace employees immediately upon notice from the City for conduct or actions not in keeping with the contract.
- i. Monitoring recovery contractor operations and making/implementing recommendations to improve efficiency and speedup recovery work.
- j. Assisting the City with responding to public concerns and comments.
- k. Certifying contractor vehicles for debris removal using methodology and documentation practices appropriate for contract monitoring.
- l. Operating a database application/automated debris management system to account for the eligible collection, transport, and disposal of disaster debris, including entering all load tickets.
- m. Digitization of source documentation at each loading site to include:

## PROFESSIONAL SERVICES TASK ORDER

Task Order Number: 001

- Collection Date/Time
- Address
- Type (Vegetative Debris, Construction, Demolition Debris, Other)
- Location within the Public ROW
- Pile Size (Small, Medium, Large)
- Truck ID
- Person imputing the data
- Geographic Coordinates (Lat/ Long)
- Photos to include a picture of the debris pile and a picture of the truck, with Truck ID
- Additional Photos as needed

n. Developing daily operational reports to keep the City informed of work progress.

o. Development of maps, GIS applications, etc., as necessary.

p. Comprehensive review, reconciliation, and validation of debris removal contractor(s) invoices before submission to the City for processing.

## **PROFESSIONAL SERVICES TASK ORDER**

Task Order Number: 001

**ATTACHMENT 2**  
**Fee Schedule**

## **EXHIBIT E: FEE SCHEDULE**

Debris Monitoring Operations	
Labor Category	Hourly Rate
Project Manager	\$90.00
Operations Manager	\$75.00
Environmental / Technical Specialist	\$65.00
GIS Analyst	\$65.00
Data Manager	\$75.00
Field Supervisor	\$48.00
Debris Site/Tower Monitor	\$37.00
Billing/Invoice Analyst	\$55.00
Debris Collection Monitor (Crew Monitor)	\$37.00
Administrative Assistant	\$33.00
FEMA Reimbursement Specialist	\$125.00

**Note: Rates are inclusive of all costs with the exception to those expenses related to allowable mileage and/or rental vehicles, rental vehicle petroleum products, and lodging. Expenses will be directly passed through without markup. Receipts will be provided.**

## PROFESSIONAL SERVICES TASK ORDER

Task Order Number: 002

Subject to the Agreement for Professional Services ("Agreement") between the City of Garden City, GA ("CLIENT") and Rostan Solutions, LLC ("ROSTAN"), effective as of July 17, 2023, the CLIENT hereby authorizes ROSTAN to perform services as specified in this Task Order and in accordance with the above-mentioned Agreement.

### 1. Basic Project Information.

Project Name: Hurricane Helene – Debris Monitoring  
Services Project Location: Garden City, GA  
CLIENT Representative: Chief Mike Dick  
ROSTAN Representative: Jamie Welsh

2. **Scope of Services:** ROSTAN shall perform its services as described in Attachment 1, Scope of Services, attached and incorporated into this Task Order.
3. **Period of Service:** The period of service shall be October 1, 2024 through March 31, 2024.
4. **Compensation:** ROSTAN's compensation under this Task Order, which shall not be exceeded without prior written authorization of the CLIENT, is \$50,000.
5. **Fee Schedule:** This Task Order's Fee Schedule is incorporated and provided as Attachment 2.

**ISSUED AND AUTHORIZED BY:**  
Garden City, GA

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**ACCEPTED AND AGREED TO BY:**  
Rostan Solutions, LLC

By: 

Name: Travis Mays

Title: Principal/Vice President

## **PROFESSIONAL SERVICES TASK ORDER**

Task Order Number: 002

### **ATTACHMENT 1** **Scope of Services**

#### **3.3 Public Assistance Consulting Services**

Federal Funding: Consultant shall work on behalf of the City of Garden City to provide applicable documentation, technical assistance, and negotiations required to maximize the eligible activities to be funded by the Public Assistance Program, including Categories A through G, 406 mitigation and the 404 (HMGP) Grant Programs awarded to the State. If authorized by the City of Garden City, Consultant shall provide consultation and Federal program expertise to identify all eligible activities for FEMA / Federal Funding to repair, restore, and mitigate the local public infrastructure impacted and vulnerable to the hazards of current and future incidents. Consultant shall work with the State Level Grantee and FEMA to maximize the eligible Public Assistance recovery and HMGP mitigation activities and identify other federal or state-level funding sources that may also be utilized, such as the NRCS, HUD, and USEPA and support with grant development and submittal.

Public Assistance consulting services may include, but not be limited to, the following:

1. Identification of eligible emergency and permanent work.
2. Damage assessments.
3. Immediate Needs Funding assistance.
4. Project management and recovery workload prioritization.
5. Loss Measurement and categorization.
6. Insurance evaluation, adjustment, and settlement support services.
7. Project Worksheet development and review.
8. Quarterly reporting.
9. Federal and state reimbursement support.
10. Staff augmentation.
11. Inspection and Engineering support services.
12. Appeals services and negotiations.
13. Reconstruction and long-term infrastructure planning.
14. Grant development, review, and submittal.
15. Grant management.
16. Mitigation funding support and pursuit identification.

## PROFESSIONAL SERVICES TASK ORDER

Task Order Number: 002

### **ATTACHMENT 2** Fee Schedule

#### **EXHIBIT E: FEE SCHEDULE**

<b>Public Assistance / Grants Management / Planning</b>	
<b>Labor Category</b>	<b>Hourly Rate</b>
Subject Matter Expert	\$225.00
Senior FEMA Reimbursement Specialist	\$210.00
Principal / Program Manager	\$250.00
Project Manager	\$190.00
Senior Grants Management Consultant	\$175.00
Project Grants Management Consultant	\$150.00
Grants Management Consultant	\$125.00
FEMA Reimbursement Specialist	\$195.00
Grants Administrator	\$100.00
Senior Consultant / Planner / Engineer	\$200.00
Project Consultant / Planner / Engineer	\$185.00
Consultant / Planner / Engineer	\$170.00
Junior Consultant / Planner / Engineer	\$155.00
Floodplain Mgmt Specialist	\$170.00
Benefit Cost Analysis Specialist	\$190.00
Grants Data Specialist	\$110.00
GIS / HAZUS Specialist	\$170.00
Senior Engineering Technician	\$135.00
Engineering Technician	\$125.00
Senior Field Technician	\$95.00
Field Technician	\$80.00
Administrative Specialist	\$65.00

Note: Rates are inclusive of all costs with the exception to those expenses related to allowable mileage and/or rental vehicles, rental vehicle petroleum products, and lodging. Expenses will be directly passed through without markup. Receipts will be provided.

RESOLUTION APPROVING THE LEASE-PURCHASING OF FOURTEEN CITY VEHICLES  
FROM ENTERPRISE FM TRUST TO BE ADDED TO THE CITY'S VEHICLE FLEET

WHEREAS, the City has budgeted to replace in 2025 eight (8) police vehicles, two (2) detective vehicles, two (2) planning and zoning vehicles, one (1) public works truck, and one (1) administrative vehicle which have exceeded their useful lives; and,

WHEREAS, on or about January 16, 2024, the City entered into a Master Equity Lease Agreement, as modified by an Amendment to Master Equity Agreement of even date, with Enterprise FM Trust, a Delaware statutory trust doing business as "Enterprise Fleet Management," for the lease-purchase of vehicles to supplement the current City vehicle fleet; and,

WHEREAS, the benefits of lease-purchasing the needed vehicles from Enterprise Fleet Management pursuant to the above-mentioned Agreement, as opposed to buying them, include: (1) engaging the fleet management services provided by Enterprise Fleet Management, Inc., for the vehicles; (2) maintaining a fleet with the most current technological advances; (3) providing budget stability with more consistent cash outlay; (4) maximizing potential equity of vehicles at the time of resale; (5) reducing operational expenses; and (6) increasing safety for the drivers of City vehicles; and,

WHEREAS, if the City were to presently order the vehicles for lease-purchase during the manufacturing rebate period currently in effect, it would take advantage of relatively lower lease-purchasing rates charged by Enterprise Fleet Management; and,

WHEREAS, the lease-purchasing rates currently charged by Enterprise Fleet Management over a five (5) year lease term for the vehicles which the City will need in 2025 are as follows:

\$940.54/month per police vehicle (\$7,524.21/month for 8 vehicles)  
\$822.16/month per detective vehicle (\$1,644.32/month for 2 vehicles)  
\$822.16/month per planning and zoning vehicle (\$1,644.32/month for 2 vehicles)  
\$967.22/month per public works vehicle  
\$822.16/month per administrative vehicle

Total: \$12,602.23/month;

and,

WHEREAS, the current total annual lease-purchase cost for the fourteen (14) vehicles is \$151,226.76; and,

WHEREAS, the Mayor and Council are desirous of taking advantage of the current optimal lease-purchase charges set forth above by authorizing the City Manager to immediately order from Enterprise Fleet Management the above-mentioned fourteen (14) vehicles to lease for a five (5) year term commencing in 2025, and then purchase, based on the terms and provisions set forth in

the January 16, 2024 Master Equity Lease Agreement, as amended, at the lease-purchase rates set forth above;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council for the City of Garden City, Georgia, as follows:

1. The above recitals are incorporated herein by reference.

2. The City Manager is authorized and directed to forthwith sign the appropriate documents, and to immediately take whatever additional actions are necessary or desirable, to lease the above-mentioned fourteen (14) vehicles from Enterprise Fleet Management for a five-year term commencing in 2025, and then purchase them, based on the terms and provisions set forth in the January 16, 2024 Master Equity Lease Agreement between the City and Enterprise FM Trust, as amended, at the lease-purchase rates set forth above.

PASSED AND ADOPTED by the Mayor and Council of the City of Garden City, Georgia, this 7<sup>th</sup> day of October, 2024.

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TONYA ROPER, Clerk of Council

Received and Approved this 7<sup>th</sup> day of October, 2024.

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BRUCE CAMPBELL, Mayor