



CITY OF PORT WENTWORTH

CITY COUNCIL

MARCH 8, 2022

Council Meeting Room

Regular Meeting

7:00 PM

**7224 GA HIGHWAY 21
PORT WENTWORTH, GA 31407**

1. CALL MEETING TO ORDER – ROLL CALL

2. PRAYER AND PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES

A. City Council – Regular Meeting - February 24, 6:30 PM

5. RECOGNITION OF SPECIAL GUESTS

6. ELECTIONS & APPOINTMENTS

- A. Human Resource Director
- B. Interim Finance Director

7. CONSENT AGENDA

- A. Pay Request No. 2 for the Antrim Roadway Improvements Project to Sandhill ALS Construction, Inc. in the amount of \$43,857.47.
- B. Pay request No. 3 for the Red Robin Court Roadway Improvements project to Griffin Contracting, Inc., in the amount of \$48,340.85.

8. UNFINISHED BUSINESS

- A. Alcoholic Beverage license Application submitted by Susan Mueller for a Beer / Wine License for Chop Barbershop dba Chop Port Wentworth, LLC. (4 Magnolia Blvd., STE 300) located in a MRO (Master Plan Overlay) Zoning District.

9. NEW BUSINESS

- A. Contract Extension – Tyler Technologies
- B. Subdivision Application submitted by Neil P. McKenzie, P.E., Coleman Company Inc., on behalf of BEP Rice Hope, LLC., for PIN # 7-0906-04-091 (Mulberry Blvd.) located in a M-P-O (Master Plan Overlay) Zoning District for a Preliminary Plat of a Major Subdivision (Mulberry Tract Phase 3) for the purpose of Single-Family Homes

- C. Site Plan Review Application submitted by Neil P. McKenzie, P.E., Coleman Company, LLC., on behalf of BEP Rice Hope, LLC., for PIN # 7-0906-04-091 (Mulberry Blvd) for a Specific Development Site Plan to allow a Residential Subdivision (Mulberry Tract Phase 3) in a MPO (Master Plan Overlay)
- D. Site Plan Review Application submitted by Phillip McCorkle, McCorkle, Johnson & McCoy LLP., on behalf of LRE Crossgate North, LLC., for PIN # 7-0035-01-007 (Northeast corner of Crossgate Road & Jimmy DeLoach parkway) for a General Development Site Plan to allow a warehouse development in a P-I-1 (Planned Industrial) Zoning District.

10. RESOLUTIONS/ORDINANCES/PROCLAMTIONS

- A. R2022-XX Resolution Regarding Final Plat Approval – First Reading
- B. R2022-XX Resolution Regarding Staffing Vacancies at City Hall
- C. R2022-XX Resolution Opposing Dissolution of City
- D. R2022-XX Resolution Setting 2022 City Council Meetings

11. EXECUTIVE SESSION

12. PUBLIC COMMENTS

13. ADJOURNMENT

CITY OF PORT WENTWORTH
STATE OF GEORGIA

IN THE MATTER OF:)
)
COUNCIL MEETING MINUTES)

TRANSCRIPT OF PROCEEDINGS

Thursday, February 24, 2022

6:30 p.m.

Port Wentworth City Hall
7224 Georgia Highway 21
Port Wentworth, Georgia

Elise M. Napier, CCR-2492

CITY COUNCIL APPEARANCES

THOMAS BARBEE - Council Member At-Large (The Moderator)

MARK STEPHENS - Council Member District 2

RUFUS BRIGHT - Council Member District 3

JO SMITH - Council Member At-Large

1 THE MODERATOR: May I have your attention, ladies
2 and gentlemen? May I have your attention, ladies and
3 gentlemen? can everybody hear me? We're going go
4 ahead and get started. It's 6:30 by my watch. Does
5 anybody else has 6:30 p.m.

6 MS. SMITH: Yep.

7 THE MODERATOR: It's just like I announced Monday
8 at the press release that we was going to have a city
9 council meeting. We did all the proper precautions for
10 our meeting. We have a clerk, certified clerk, that is
11 a certified clerk and she's ready to annotate what
12 happens at this meeting. We have an officer,
13 Lieutenant Anderson, he's here to preserve law and
14 order and it will be a professional city council
15 meeting. This is our second one.

16 First of all, I will say that there will be public
17 comments and it won't be three minutes of babbling over
18 nothing; hopefully it will be something that we could
19 use as a city and that we could use as a council to
20 help better our city so we can improve the lives of our
21 citizens.

22 We're not here for a joke, we take this job
23 seriously although some of you may not take it
24 seriously but we do take it seriously. For some
25 unknown reason many people are going to have push back

1 because of change but change happens each and every day
2 of your life. You were born, then you crawled and
3 started walking and running, next thing you know he was
4 a teenager. After that comes young adulthood, after
5 that adulthood, some people are stuck in 16 years of
6 age but we're going to get past that today and we're
7 going to move forward.

8 I'm Mayor Pro Tem, Thomas Barbee, this is
9 Councilwoman Jo -- they cut the mikes off and it's hot
10 in here. If you haven't felt it yet, they cut the air
11 off, it's 84 degrees, so I thank you for staying but it
12 won't be too long, trust me. This is Councilman Rufus
13 Bright and this is the other Councilman, Mark Stephens.

14 And so you will know we have contacted Councilman
15 Jones and our Mayor Norton and still as of today since
16 the 27th of January we have not heard, not one phone
17 call returned, not one text message returned, not one
18 e-mail returned. we are trying to be professional and
19 you can't make people do good stuff that's professional
20 but we have tried. I called 20 times and after the
21 19th I started wondering maybe he ain't going to talk
22 to me no more, but we tried. We've invited all the
23 counsel to be here but, unfortunately, two chose not to
24 be here.

25 And Mrs. Nelson had her baby and I wanted to

1 congratulate her. I know we're being recorded on there
2 so I want to congratulate Mrs. Nelson had a baby boy.
3 Okay. Go ahead and start. We're going to have a
4 prayer followed by the The pledge of allegiance.

5 MR. STEPHENS: All who have hats on would you
6 remove them, please, let us pray.

7 (Thereupon, a prayer followed by The Pledge of
8 Allegiance was done.)

9 THE MODERATOR: We shall have approval of agenda.
10 I just did rollcall. Okay.

11 MR. STEPHENS: The approval of the agenda I move
12 to amend the agenda to add the following items. Under
13 section six, item C, rescind the appointment of acting
14 city manager; under section 6, item D, accept the
15 interim city attorney's resignation; under section 6,
16 item E, appoint an interim city attorney; under section
17 12, item A, adopt rules and procedures of the city
18 council. Can I get a second?

19 MR. BRIGHT: Second.

20 THE MODERATOR: Any discussion? Call for a vote.

21 (Thereupon, City Councell members voted on the
22 motion.)

23 THE MODERATOR: All ayes. Any nays? Motion
24 passes.

25 MR. STEPHENS: Also on item 4 I move to table to

1 following item until the regular rescheduled March
2 meeting under section 7 --

3 (Thereupon, residents stated they couldn't hear
4 what was being said by the council.)

5 MR. STEPHENS: I move to table the following items
6 until the regularly scheduled March meeting: Under
7 section 7, item A, the council meeting minutes. Do I
8 have a second?

9 MS. SMITH: Second.

10 THE MODERATOR: All in favor?

11 (Thereupon, City Council members voted on the
12 motion .)

13 THE MODERATOR: Any nays? The motion passes. Are
14 there any more additions to the agenda?

15 MR. STEPHENS: Any special guests, do we have any?

16 THE MODERATOR: Do we have any special guests in
17 the audience tonight? Elections and appointments?

18 MR. STEPHENS: On item A I move to accept the
19 resignation letter dated January 27th, 2022 of Edwin
20 Booth at City Manager with his last day on February
21 27th, 2022 and the placement Mr. Booth on
22 administrative leave retroactively to February 11th,
23 2022, the starting date of his announced vacation.

24 THE MODERATOR: Do I have a second.

25 MS. SMITH: Second.

1 MR. STEPHENS: Any discussion?

2 THE MODERATOR: All in favor?

3 (Thereupon, City Council members voted on the
4 motion.)

5 THE MODERATOR: Any nays? Motion passes.

6 MR. STEPHENS: Item B, I move ap point Steve Davis
7 as Interim City Manager to rescind his previously
8 suspension without pay and any decision therewith and
9 to adopt his current employment agreement as Interim
10 City Manager. Do I have a second?

11 MS. SMITH: Second.

12 THE MODERATOR: Any discussion? Any nays? All in
13 favor?

14 (Thereupon, City Council members voted on the
15 motion.)

16 THE MODERATOR: The motion passes.

17 MR. STEPHENS: Item C, I move to rescind the
18 appointment of or designation of Matt Libby or anyone
19 to active City Manager position.

20 MR. BRIGHT: I second.

21 THE MODERATOR: All in favor?

22 (Thereupon, City Council members voted on the
23 motion.)

24 THE MODERATOR: Any nays? Motion passes.

25 MR. STEPHENS: Item D, I move to accept the

1 resignation of Joseph Ervin as interim City Attorney
2 effective immediately. Do I have a second?

3 MS. SMITH: Second.

4 THE MODERATOR: All in favor?

5 (Thereupon, City Council members voted on the
6 motion.)

7 MR. BARBEE: Any nays? Motion passes.

8 MR. STEPHENS: Item E, I move to appoint Scott
9 Robichaux as interim City Attorney and accept his
10 representation agreement fore this position. Second?
11 Do I have a second?

12 MR. BRIGHT: I second.

13 THE MODERATOR: Any discussion? All in favor?

14 (Thereupon, City Council members voted on the
15 motion.)

16 THE MODERATOR: Any nays? Motion passes.

17 MR. STEPHENS: Okay. Item eight.

18 THE MODERATOR: Are there any communications and
19 petitions? Nope? There were no committee reports.
20 The current mayor told the department heads not to
21 submit committee reports because there wasn't going to
22 be a city council meeting.

23 (Thereupon, residents stated they couldn't hear
24 what was being said by the council .)

25 THE MODERATOR: There will be no committee reports

1 because of communication issues. On the consent agenda
2 do we have anything? Unfinished business? New
3 business?

4 MR. STEPHENS: Yes. Item A, I move we adopt the
5 new city council rules of procedures. Do we have a
6 second?

7 MS. SMITH: Second.

8 A RESIDENT: And what are these rules and
9 procedures?

10 THE MODERATOR: Once we -- once we have operating
11 individuals that can type on our facebook page, the
12 city's facebook page, we will post the rules of
13 procedures. It's something that normally happens every
14 knew term of government they adopt the rules of
15 procedures and it's also in our charter. If you would
16 like to look it up, the rules of procedure it is under
17 section --

18 A RESIDENT: In a regular session council meeting.

19 THE MODERATOR: It's under section 214. Thank
20 you.

21 A RESIDENT: You are trying to pass rules and
22 procedures illegally.

23 ANOTHER RESIDENT: And there is no city attorney
24 present.

25 A RESIDENT: There is no attorney, no. We're

1 going blast through this like this. To you are not
2 going to do it.

3 THE MODERATOR: Let's a call for a vote.

4 A RESIDENT: Regular city council session.

5 THE MODERATOR: All in favor?

6 (Thereupon, City Council members voted on the
7 motion .)

8 THE MODERATOR: Are there any nays? Motion
9 passes. Any resolution of ordinances and
10 proclamations? There will be no executive session. I
11 recommend we move to public topics.

12 Mr. Davis, and Mr. Scott, could you come forward,
13 please? The next time you hear from them, just escort
14 them out the building. You'll hear some, trust me.

15 (There are disagreements of the residents and
16 other discussions taking place.)

17 LIEUTENANT ANDERSON: This is your meeting, this
18 is your right. You are the citizens of this city;
19 okay? But can we do it with some kind of order?

20 A RESIDENT: Yes, sir.

21 LIEUTENANT ANDERSON: I'm here to represent the
22 city, too, but we can do it in an orderly fashion
23 without bickering and scratching over each other?

24 A RESIDENT: Well, he's completely ignoring the
25 residents and he shouldn't do that.

1 LIEUTENANT ANDERSON: I understand that. Let's
2 not to get in the middle of this here. I don't want to
3 be in the middle.

4 THE MODERATOR: Thank you, Lieutenant Anderson.
5 Back to the order of business. I'll read the whole
6 thing and I'm going to say the high part and say your
7 name and right at the end; okay, sir? I.

8 MR. ROBICHAUX: I, Scott Robichaux.

9 THE MODERATOR: Do solemnly swear that I will
10 faithfully discharge the duties divulged upon me as
11 Interim City Attorney of the city of Port Wentworth and
12 that I will faithfully discharge all the duties
13 assigned to me or imposed upon me by the Mayor and
14 council of the city of Port Wentworth, the laws of the
15 state of Georgia and ordinances of the city of Port
16 Wentworth to the best of my ability, skill and
17 knowledge during my continuance therein so help me God.

18 MR. ROBICHAUX: I so swear, so help me God.

19 THE MODERATOR: Thank you, sir. It's going to be
20 a tough job.

21 (There are disagreements of the residents and
22 other discussions taking place.)

23 THE MODERATOR: All right. Raise your right hand.
24 I do solemnly swear --

25 MR. DAVIS: Steve Davis.

1 THE MODERATOR: That I will faithfully discharge
2 the duties divulged upon me as Interim City Manager of
3 the city of Port Wentworth and that I will faithfully
4 discharge all the duties assigned to me or imposed upon
5 me by the Mayor and council of the city of Port
6 Wentworth, the laws of the state of Georgia, the
7 ordinances of the city of Port Wentworth to the best of
8 my ability, skill and knowledge during my continuous
9 therein so help me God.

10 MR. DAVIS: I solemnly swear.

11 THE MODERATOR: All right. That's your seat and
12 there is your seat. Thank you and welcome aboard.
13 It's going to be a tough job. We're a growing little
14 municipality.

15 MS. SMITH: We appreciate you.

16 THE MODERATOR: We appreciate your time that you
17 want to get involved with this particular community. We
18 appreciate you, too, you're doing a great job. You
19 good? All right. All right. Thank you once again.
20 We have an acting City Manager and a new City Attorney.
21 Let's give them a hand.

22 Okay. Try to keep this as orderly as possible.
23 Any citizens that wishes to come up and to speak, let's
24 see, hopefully, we'll give you two minutes and you can
25 come up and speak. We'd like for you to repeat your

1 name and address and speak your piece, two minutes.

2 MR. RAMOS: Hi, my name is Adam Ramos, I live at 4
3 Hasty Point Road. I've been a resident here in Port
4 Wentworth for eight years. Clean it up. We are done
5 with your vendetta tactics, your revenge. We've seen
6 it, it's been going on four years now. Second time
7 you're here in the city, huh? Okay. Who you going to
8 fire this time?

9 All right. We are tired of the dirty nasty crap.
10 You have a resignation letter from an attorney who said
11 you are being unethical. You should laugh. You're the
12 one that threatened him; okay? And let me tell you
13 something. No. No. No. You're going to give me my
14 two minutes.

15 THE MODERATOR: Order. Order. What we're not
16 going to do is act like we're five years. How old are
17 you, sir?

18 MR. RAMOS: I'm old enough to know better, sir.

19 THE MODERATOR: Okay. We still don't know what --

20 MR. RAMOS: You have not given me my two minutes
21 and you're not going to sit here and ridicule me and
22 belittle me. You're going to hear what I've got to say
23 because that is your job.

24 THE MODERATOR: Go ahead.

25 MR. RAMOS: You are an elected official and you

1 are going to listen to me. Do we have that clear?
2 Thank you. Clean it up all of you. You're an
3 embarrassment to all of us.

4 THE MODERATOR: Thank you, sir. Next. That is
5 it? No more public comments? are we sure? Lieutenant
6 Anderson, you got something to say?

7 LIEUTENANT ANDERSON: Yeah. I'm just saying for
8 both sides let's keep it clean, let's keep it to
9 address your concern but do it in a tactful manner.

10 MS. SMITH: We have another public speaker coming
11 up.

12 MS. HESTER: I, Janet Hester, live at 440
13 Mineheart Road, Port Wentworth, Georgia, and I want to
14 congratulate the council for taking charge of the city
15 and getting us back to work for the citizens. I want
16 to thank Mr. Robichaux and thank you so for having the
17 guts to come in here with this hostile city environment
18 and do what you have done tonight and accept those jobs
19 and I want to thank you.

20 MR. ROBICHAUX: Thank you.

21 THE MODERATOR: Thank you, Ms. Hester. I want to
22 take the time I want to give each citizen the
23 opportunity to say their piece. Do we have any other
24 public speakers that would like to speak? Just state
25 your name and your address, ma'am, and talk a little

1 loud.

2 MS. QUINONES: My name is Madeline Quinones, I
3 live at 114 Park Side Boulevard I have two questions.
4 First, where is our mayor? Second, how many employees
5 have we lost since the beginning of this year? Can you
6 answer those questions and why do we have a third City
7 Manager and now another attorney? What's going on
8 here? I mean, really, what's going -- the citizens
9 should know.

10 THE MODERATOR: I'll tell you what --

11 MS. QUINONES: It shouldn't be -- we shouldn't
12 hear it on facebook, we should know what's going on
13 here.

14 THE MODERATOR: You are so correct, ma'am.

15 MS. QUINONES: Our Mayor is not here, he should be
16 here.

17 THE MODERATOR: You are right.

18 MS. QUINONES: And you're not the Mayor.

19 THE MODERATOR: No, I'm not the Mayor, I'm the
20 Mayor Pro Tem.

21 MS. QUINONES: And who made you that?

22 THE MODERATOR: Unanimous council voted me in.
23 But let me see if I can answer your question. You
24 asked five different questions.

25 MS. QUINONES: And where is Ms. Smith?

1 THE MODERATOR: We don't know. We don't know. We
2 don't know what the Mayor is at. We don't know where
3 the council --

4 MS. QUINONES: We have three council people here,
5 three council. How do you hold a meeting with three
6 council members?

7 THE MODERATOR: We have four, ma'am.

8 (There are disagreements of the residents and
9 other discussions taking place.)

10 MS. QUINONES: Are you regular council?

11 MS. SMITH: I'm Smith.

12 THE MODERATOR: Yeah. She just got elected.

13 MS. SMITH: I'm Smith.

14 THE MODERATOR: Yes, ma'am.

15 MS. QUINONES: She just got elected?

16 MS. SMITH: November 2nd.

17 THE MODERATOR: November.

18 MS. QUINONES: Okay.

19 THE MODERATOR: And it is so important that you do
20 be informed and engaged to what's going on. That's why
21 we we constantly preach getting information out.
22 That's why we wish we had access to the website but we
23 do not because of circumstances and we're doing our
24 best and best believe from today forward it will be a
25 little different because we are the new leadership for

1 the city of Port Wentworth and that's how it is. Have
2 I answered all your questions? Do you have any more?

3 MS. QUINONES: No. You didn't answer all my
4 questions. How many employees either walked off or
5 have gotten fired since January with this new council?

6 THE MODERATOR: Let me correct you, ma'am. This
7 is the correct information: There is no one that has
8 been fired, zero --

9 MS. QUINONES: Okay.

10 THE MODERATOR: -- have been fired. Now, there is
11 one that was leaving, we knew about her and that's
12 Yolanda. She's the human resources director. She was
13 already leaving on the 14th of January, I believe. All
14 of the letters of resignation are out there. I think
15 the police put out some type of press release with all
16 their orchestrated letters of resignation and I think
17 it's six, if I'm not mistaken. Am I correct? Is it
18 six letters of resignation.

19 MS. SMITH: Yes.

20 THE MODERATOR: And that was about it.

21 MS. QUINONES: So another question, you said going
22 forward this is going to be our council?

23 THE MODERATOR: Your two minutes is up ma'am.

24 MS. QUINONES: This is going to be our council
25 going forward; am I correct?

1 THE MODERATOR: Yes. The ones that show up. Yes,
2 ma'am, but your two minutes are up. Thank you, ma'am.
3 Thank you. You have two minutes, sir. Please speak.

4 MR. RON: My name is Maurice Ron, I live at 501
5 Bonny Creek Road. I got one question for each one of
6 you up there. Where were y'all at 1:00 when the city
7 employees walked out because I was here and not a one
8 of y'all showed up and there was -- there were citizens
9 that were coming up here and nobody to talk to.

10 THE MODERATOR: Could you repeat that question one
11 more time? I want to make sure we answer exactly how
12 you asked it.

13 MR. RON: Where were y'all? Were y'all here at
14 1:00?

15 THE MODERATOR: Were we here at 1:00?

16 MR. RON: When the employees walked out, when they
17 resigned and left?

18 THE MODERATOR: Okay. Are you ready?

19 MR. RON: Sure.

20 THE MODERATOR: This is mine. I had no clue that
21 they were going to walk out but obviously --

22 MR. RON: But the city shut --

23 THE MODERATOR: -- Mayor Jones.

24 MR. RON: -- down before 5:00 and that was four
25 hours.

1 THE MODERATOR: Mayor Norton knew about it, we
2 didn't know about it, nobody told us.

3 MR. RON: We were here.

4 THE MODERATOR: Oh, you might have been here --

5 MR. RON: Yeah. I was here.

6 THE MODERATOR: -- but you knew. But we didn't
7 know.

8 MR. RON: The Mayor was here and so was a few
9 citizens.

10 THE MODERATOR: But we didn't know. That's why we
11 wasn't here. We wasn't informed.

12 MR. RON: Okay.

13 THE MODERATOR: We weren't informed. Did we
14 answer your question?

15 MR. RON: No. I'm not here to be asked questions.

16 THE MODERATOR: Oh, no. You said you're asking
17 questions.

18 MR. RON: No, I'm asking the questions.

19 THE MODERATOR: We're answering your questions.

20 MR. RON: But you were not here because you were
21 not informed?

22 THE MODERATOR: So we were not informed because we
23 didn't know.

24 MR. RON: But that's not okay because between 1:00
25 and 5:00 I'm sure the word got around. Thank you.

1 THE MODERATOR: You're welcome. Are there any
2 more public comments? Hold on, ma'am. Just a second.

3 MS. MORRIS: I congratulate everybody and the
4 courage that you guys have. God bless you because I
5 wouldn't do it.

6 MR. STEPHENS: Your name?

7 MS. MORRIS: I've been living in Port Wentworth
8 for 14 years --

9 THE MODERATOR: Ma'am, what is your name and your
10 address?

11 MS. MORRIS: Katherine Morris, I live on Old Mill
12 Road.

13 THE MODERATOR: Hold on, hold on, your name and
14 your address?

15 MS. MORRIS: 13 Old Mill Road and my name is
16 Katherine Morris.

17 THE MODERATOR: Thank you.

18 MS. MORRIS: Okay.

19 THE MODERATOR: Okay.

20 MS. MORRIS: I have a five year rape case that
21 Port Wentworth have not solved yet. I want to know
22 what is going on with that. Also, I commend you
23 because this is something hard. Everybody is running
24 around about who is not doing what. To answer his
25 question, I was here. City Hall was locked up. The

1 doors had a sign on it, I couldn't pay my bill.

2 I talked to Gary Norton myself so I don't want to
3 hear about a bill. A rape of an 11 year old has not
4 been solved yet. My home was torn apart. Nothing has
5 been done yet, so petty stuff, yes, but I have a person
6 and life is messed up and Mr. Reyes put that same child
7 on facebook and just scarred her some more. So I'm not
8 worried about the little petty stuff, I'm worried about
9 somebody's life, a 12 year old.

10 THE MODERATOR: Thank you, ma'am.

11 A RESIDENT: Grow up.

12 MRS. L. SMITH: Hello, I'm Linda Smith. I think
13 y'all all know me.

14 THE MODERATOR: What's your address, ma'am? It's
15 for the clerk.

16 MRS. L. SMITH: Sir, my address is 828 Barnsley
17 Road. Sir, attorney, how do you spell your name?

18 MR. ROBICHAUX: R-o-b-i-c-h-a-u-x.

19 MRS. L. SMITH: A-u-x?

20 MR. ROBICHAUX: Yes, ma'am.

21 MRS. L. SMITH: Okay. Thank you. The positions
22 that were filled I'd like to know if they were
23 advertised and vetted, interviewed and vetted? That's
24 very important to me. Also, I have two people that I'd
25 like to know as constituents our council is supposed to

1 live here, not have a residence here but live here.
2 Mark Stephens, I do believe, is staying with his mother
3 and Jo Smith is staying up in Marietta and that needs
4 to be known to the city of Port Wentworth. Now, if
5 that's not true --

6 MS. J. SMITH: It is not true.

7 MRS. L. SMITH: Excuse me, I'm not through.

8 THE MODERATOR: Let her get it out. Let her get
9 it out.

10 MRS. L. SMITH: Thank you. Thank you.

11 THE MODERATOR: Let her get it out.

12 MRS. L. SMITH: Yeah. And my husband can read, by
13 the way.

14 THE MODERATOR: Yes.

15 MRS. L. SMITH: Thank you. Because that's on
16 video that you asked him in a council meeting whether
17 he could read or not.

18 THE MODERATOR: That's good he could read.

19 MRS. L. SMITH: Yeah.

20 THE MODERATOR: Amen.

21 MRS. L. SMITH: And there is no more Jim Crow days
22 like you did another time.

23 THE MODERATOR: Jim Crow? What's Jim Crow.

24 MRS. L. SMITH: You! You got up and said Jim Crow
25 days, no more Jim crow days. That's what you said in a

1 council meeting. You don't remember that, I do.

2 THE MODERATOR: Okay, ma'am.

3 MRS. L. SMITH: But, Jo Smith, I'd like to know if
4 you have that apartment for a residence here? That's
5 all you have it for or are you living here? Also,
6 Mr. Stephens, whether you live here or not. And also
7 if the clerk has been vetted and has she been brought
8 in because she is now sitting as clerk of council.
9 Thank you very much.

10 THE MODERATOR: Thank you. Is there any more
11 public comments? If not could I get a motion -- you
12 have something to say, sir? He'll be the last one.
13 State your name and your address, please.

14 MR. FERGUSON: Trevor Ferguson, 6 Lower Ridge
15 Court. And I hope I'm not out of turn. The guys,
16 the Patels is trying to do the gas station on Highway
17 30.

18 THE MODERATOR: Yes.

19 MR. FERGUSON: Last time I was here I was told to
20 contact someone from City Hall to see if we could use
21 this room here for residents of Lake Shore to meet with
22 the Patels to have a back and forth. I've been calling
23 the City Hall, didn't get an answer so I want to know
24 is anybody here that could give me a data get that set
25 up?

1 THE MODERATOR: Mr. Davis, make sure you get his
2 information.

3 MR. FERGUSON: I'll get with you at the end. I
4 appreciate your time. Thank you.

5 THE MODERATOR: Any more public comments? We've
6 heard you, ma'am. Come back to the Mike. Come on.

7 MS. QUINONES: What are you doing? You've got in
8 the hostile work environment?

9 THE MODERATOR: Ma'am, I really -- I don't believe
10 there was a hostile work environment but this is not
11 the venue to come up here and ask us about a hostile
12 work environment. We've never had no paperwork, there
13 has never been anything filed, never been any type of
14 hearing or anything about hostile, it's accusations.

15 MS. QUINONES: And when they resigned, they put it
16 in their letter?

17 THE MODERATOR: Have you seen the letters, ma'am?

18 MS. QUINONES: I've seen one letter. I seen when
19 the --

20 THE MODERATOR: Okay. When you read those
21 letters, that's the information that you will have.
22 That's the most informed information. Yes, ma'am.

23 MS. QUINONES: And it does state there is a
24 hostile work environment here in our City Hall.

25 THE MODERATOR: You can have any kind of

1 accusations that you want to say but that doesn't make
2 it true.

3 MS. QUINONES: I'm not saying that.

4 THE MODERATOR: Is there anything else that you
5 have, ma'am?

6 MS. QUINONES: That was my question, what are you
7 doing to fix it?

8 THE MODERATOR: Let's go. State your name and
9 your address, please.

10 MS. BULLWARE: Brenda Bullware, 1 Horn Place. I'd
11 like to know those employees that walked out -- those
12 employees that walked out my question is were they not
13 all black females?

14 THE MODERATOR: No.

15 MS. SMITH: No, ma'am.

16 MS. BULLWARE: I just need to know.

17 THE MODERATOR: No, ma'am.

18 A RESIDENT: You were here.

19 MS. BULLWARE: That's the question; okay? It's a
20 laughing matter. I'm asking you a question. You have
21 made this a race issue.

22 THE MODERATOR: I haven't made it anything, ma'am.

23 MS. BULLWARE: Yes, you have.

24 (There are disagreements of the residents and
25 other discussions taking place.)

1 THE MODERATOR: This is.

2 THE MODERATOR: Okay. Are there any more public
3 comments?

4 MS. BULLWARE: So I'm through?

5 THE MODERATOR: Your two minutes were up.

6 MS. BULLWARE: I have about 20 seconds.

7 MS. BULLWARE: If you have a question. We're
8 answering questions about personnel.

9 MS. BULLWARE: Okay. All right. So --

10 THE MODERATOR: This is not a court hearing. Go
11 ahead.

12 MS. BULLWARE: My question -- my question to some
13 of you folks up here, and if the shoe fits, wear it.
14 Aren't y'all in the middle of litigation regarding
15 large, very large sums of money? 310,000?

16 THE MODERATOR: We're not answering those
17 particular allegations. It's a whole bunch of
18 allegations out there. Some people still believe that
19 the world is flat. That's an allegation we don't know.
20 What we're going to do, ma'am --

21 MS. BULLWARE: Are y'all representing --

22 THE MODERATOR: Do you have something that's --

23 MS. BULLWARE: Are all representing the
24 constituents --

25 THE MODERATOR: -- directed toward the council?

1 MS. BULLWARE: -- or do you represent yourself?
2 MS. J. SMITH: I'm at large, ma'am.
3 MS. BULLWARE: Yeah. You're at-large? So you're
4 supposed to represent me?
5 MS. J. SMITH: Yes, ma'am.
6 MS. BULLWARE: Okay. Well, represent me.
7 MS. J. SMITH: Okay.
8 MS. BULLWARE: Who do you represent? You're
9 at-large?
10 THE MODERATOR: Your two minutes are up. Next.
11 MR. BISCAYNE: My name is Scott Biscayne, I'm from
12 Bald Eagle Partners, I represent the Rice Hope
13 Development. I'm blessed with a loud voice so
14 everybody will be able to hear me.
15 THE MODERATOR: What's your name and address for
16 the clerk?
17 MR. BISCAYNE: Scott Biscayne, 124 Burke Circle.
18 Bald Eagle Partners, Rice Hope. I happen to be from
19 Washington DC so I live with this kind of acrimony
20 everyday, okay, this is politics. Politics is an ugly
21 sport, okay, so I'm disappointed but it happens. What
22 everybody in this room should care about is investment
23 capital coming boo is this city; okay? And I came here
24 tonight to represent investment capital coming into the
25 city.

1 And guess what we're not talking about? We're not
2 talking about investment capital coming into the city
3 to build home and residences for folks to rent and buy
4 in this city. In my community we don't have a single
5 home available for sale and that's because we can't get
6 stuff done so I'm not blaming y'all. I understand
7 these are complicated matters but our job collectively
8 one way or the other is to figure out how to move
9 forward in life because there is no housing out there.

10 THE MODERATOR: Amen. Amen. Could you say that
11 one more time. I'm moving forward?

12 MR. BISCAYNE: There is no housing left. Your
13 city can't survive and prosper if you can't build homes
14 and we can't get homes approved in the city if we can't
15 have an orderly city council meeting where -- I'm not
16 the only one, there is many people that are not on the
17 agenda tonight because the meeting was announced that
18 it was cancelled.

19 I flew down here to get a job approved that's been
20 in the works for months and my time and effort is
21 wasted. But forget about me. Nobody gives a damn
22 about me; okay? I don't care about me but the hundreds
23 of millions of dollars that are behind me might move on
24 and that's a problem.

25 THE MODERATOR: Thank you, sir. Okay, sir, we're

1 going to make you the last one. State your name and --
2 okay. I didn't see you. The pole was blocking you.
3 Come on up. Go ahead, sir. What's your name and
4 address.

5 MR. SCHUMAN: Stacey Schuman, 404 Bonny Bridge. I
6 just want everybody to know that the Mayor is not here
7 because he's at Captain D. Hollingsworth's funeral.

8 THE MODERATOR: Sir, sir?

9 MR. SCHUMAN: Yes?

10 THE MODERATOR: You need --

11 MR. SCHUMAN: You were told so show your
12 respect --

13 THE MODERATOR: Are you -- are you going to
14 address the council?

15 MR. SCHUMAN: Sure.

16 THE MODERATOR: Okay. Well, address the council.

17 MR. SCHUMAN: The Mayor isn't here --

18 THE MODERATOR: Okay. Address the council. If
19 you're going to talk to the audience, you can step down
20 and talk to the audience,

21 MR. SCHUMAN: The Mayor isn't here because he's at
22 the funeral home showing his respect.

23 THE MODERATOR: Okay. Thank you, sir. Sir,
24 you're the last one.

25 MR. GORDON: Frederick Gordon, Bonny Bridge Drive

1 condos. Congratulations. 1I think you'll be a great
2 asset no matter what the crows thinks. You're with
3 Claiborne; right?

4 MR. ROBICHAUX: Yes, sir.

5 MR. GORDON: I think you'll like the city of Port
6 Wentworth.

7 Mayor Pro Tem, you know, I come from the outside.
8 I kind of look and it seems like everybody putsd a lot
9 of the blame on truthfully. You know, man to man I
10 think that's unfair. I do. I also think that your
11 passive/ aggressive cavalier attitude probably makes
12 you an easy target. Truthfully, you know it, I know
13 it, but, you know, I hope that this town can come
14 together, and really this beating, I mean, what has it
15 really done?

16 I'm, seriously -- I mean, I hadn't been ugly to
17 you, been truthful but you got all these residents in
18 here, everybody is hooping and hollering, you know, you
19 got team A and team B, you know, it's really y'all's
20 just to bring people together. You know, sort of like
21 a coach on a team, you got to bring your people
22 together.

23 And I'll be honest with you, I owe nobody here
24 anything. With your attitude and really and you can do
25 your facial expressions and it's fine, you know, Emory

1 told me how to read well but I hope y'all can bring it
2 together because if y'all don't, many other investment
3 companies will pull out because we're sitting in
4 Atlanta and you're reading about Port Wentworth. This
5 town is gold mine.

6 Right here at the Port so many opportunities but
7 there are probably a lot of people that are going to
8 want to pull out over it. I know I've wasted my two
9 minutes. I hope y'all --

10 THE MODERATOR: You've got a minute and 20
11 seconds.

12 MR. GORDON: I hope that y'all can bring it
13 together for everybody, for everybody. The people that
14 like you, the people that don't, the people that
15 placate to you, whatever it is, you know, if you can't
16 bring it together. Now, they say that church is one of
17 the most divided places in America.

18 MR. BRIGHT: If you remember my prayer, I said,
19 God, bring unity to the city.

20 MR. GORDON: You did. And --

21 MR. BRIGHT: Unity, that's love.

22 MR. GORDON: -- I think everybody heard your
23 prayer and I'm not quite sure if I agreed with your
24 prayer because, you know --

25 MR. BRIGHT: Everybody, please, you could have a

1 different God.

2 MR. GORDON: And that's fine, listen, here is the
3 thing: But I hope that y'all can bring it together.

4 THE MODERATOR: Thank you, sir.

5 MR. GORDON: Congratulations.

6 THE MODERATOR: We appreciate it. Can I hae a
7 motion to adjourn?

8 MR. STEPHENS: Make a motion to adjourn.

9 THE MODERATOR: All in favor?

10 (Thereupon, City Council members voted on the
11 motion.)

12 THE MODERATOR: Motion, adjourned. Thank you,
13 ladies and gentlemen for coming.

14 (City Council meeting concluded.)

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1
2 C E R T I F I C A T E
3

4 STATE OF GEORGIA:

5 COUNTY OF CHATHAM:
6

7 I hereby certify that the foregoing transcript was
8 taken down, as stated in the caption, and the
9 proceeding thereto was reduced to typewriting under my
10 direction; that the foregoing pages 1 through 32
11 represent a true, complete, and correct transcript of
12 the proceeding, and I further certify that I am not of
13 kin or counsel to the parties in the proceeding; am not
14 in the regular employ of counsel for any of said
15 parties; nor am I in anywise interested in the result
16 of said case.

17 This, the 4th day of February, 2022.
18
19

20 Elise M. Napier, CCR-2492
21
22
23
24
25

1 COURT REPORTER DISCLOSURE

2 Pursuant to Article 8.B. of the Rules and Regulations
3 of the Board of Court Reporting of the Judicial Council of
4 Georgia which states: "Each court reporter shall tender a
5 disclosure form at the time of the taking of the deposition
6 stating the arrangements made for the reporting services of
7 the certified court reporter, by the certified court
8 reporter, the court reporter's employer, or the referral
9 source for the proceeding, with any party to the litigation,
10 counsel to the parties or other entity. Such form shall be
11 attached to the deposition transcript," I make the following
12 disclosure:

13 I am a Georgia Certified Court Reporter. I am here
14 with no contract/agreement to provide reporting services
15 with any party to the case, any counsel in the case, or any
16 reporter or reporting agency from whom a referral might have
17 been made to cover this deposition. I will charge the usual
18 and customary rates to all parties in the case, and a
19 financial discount will not be given to any party to this
20 proceeding.

21
22
23
24
25

Elise M. Napier, CCR-2492



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

ADOPTED

Meeting:
Department: Development Services
Category: Purchase
Prepared By: Melanie Ellis
Department Head: Brian Harvey

AGENDA ITEM (ID #)

DOC ID:

Antrim Road Roadway Improvements Pay Request No. 2 in the amount of \$43,857.47 to Sandhill ALS Construction, Inc.

Issue/Item: Antrim Road Roadway Improvements Pay Request No. 2 in the amount of \$43,857.47 to Sandhill ALS Construction, Inc.

Background: Antrim Road has been identified, by road condition standards established by the Georgia Department of Transportation, as City streets in need of repair and resurfacing. Trent Long, PE, T. R. Long Engineering, P. C., prepared plans and bid packets for the project. The contract was awarded to Sandhill ALS Construction, Inc., in the amount of \$598,118.00.

Facts and Findings: The contractor has completed a portion of the work in accordance with the contract. T.R. Long Engineering, P.C., has reviewed the applications, quantities, and values of work submitted by the contractor, and recommends payment in the amount of \$43,857.47.

Funding: Budgeted Line Item

Recommendation: Approval based upon the recommendation of T.R. Long.

APPLICATION AND CERTIFICATION FOR PAYMENT

TO OWNER: The City of Port Wentworth

Project: Antifirm Road Roadway Improvements

FROM CONTRACTOR: Sandhill ALS Construction, Inc.

ADDRESS: 607 Keller Road
Port Wentworth, Georgia 31407

VIA ENGINEER:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the attached Contract.
Continuation sheet is attached.

1. ORIGINAL CONTRACT SUM	\$	598,118.00
2. Net change by Change Orders	\$	-
3. CONTRACT SUM TO DATE (Line 1+2)	\$	598,118.00
4. TOTAL COMPLETED & STORED TO DATE:	\$	136,033.71
5. Retainage:		
a. <u>10</u> % of Completed Work	\$	13,603.37

Total Retainage	\$	13,603.37
6. TOTAL EARNED LESS RETAINAGE:	\$	122,430.34
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT:	\$	78,572.87
8. CURRENT PAYMENT DUE:	\$	43,857.47

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$	-

PAGE 1 OF 2 PAGES

APPLICATION NO: 2

PERIOD TO: 1/31/2022

ENGINEER'S PROJECT NUMBER: 2018-191

CONTRACT DATE: 2018-191

Distribution to:
OWNER
ENGINEER
CONTRACTOR

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that the current payment shown herein is now due.

CONTRACTOR:

By: Larry B. Scott

State of: South Carolina

Subscribed and sworn to before me this 2 day of February, 2022

Notary Public:

My Commission expires: 11-22-30



ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the contract Documents, based on on-site observations and the data comprising the application, the Engineer certifies to the owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....\$ 43,857.47

Engineer:

By: [Signature] Date: 2-3-22

The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, Payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

CONTINUATION SHEET

Application and Certification for Payment, containing
Contractor's signed certification is attached.
Use Column I on Contracts where variable retainage for line items may apply.

PAGE 1 OF 1 PAGES

APPLICATION NO:
PERIOD TO:
ENGINEER'S PROJECT NO:

2018-191

A ITEM NO.	B DESCRIPTION OF WORK	C ESTIMATED QUANTITY	D UNITS	E UNIT PRICE	F SCHEDULED VALUE (C*E)	G CURRENT QUANTITY	H CURRENT VALUE (E*G)	I PREVIOUS QUANTITY	J PREVIOUS VALUE (E*I)	K MATERIALS PRESENTLY STORED (NOT IN H OR J)	L TOTAL COMPLETED AND STORED TO DATE (H+K)	M BALANCE TO FINISH (F-L)
1	Unsuitable Soils	3870	CY	\$ 22.00	\$80,740.00	0.00	\$ -	980.79	\$ 21,577.38		\$ 21,577.38	\$59,162.62
2	24" Structural Fill Material	3844	CY	\$ 22.00	\$80,168.00	0.00	\$ -	683.14	\$ 15,249.28		\$ 15,249.28	\$64,918.72
3	8" Graded Aggregate Base	2890	SY	\$ 24.00	\$69,360.00	0.00	\$ -	0.00	\$ -	\$ 14,195.38	\$ 14,195.38	\$79,164.62
4	10" Graded Aggregate Base	280	SY	\$ 24.00	\$6,720.00	0.00	\$ -	0.00	\$ -		\$ -	\$6,720.00
5	Geotextile - 2 mil Thick (RSB) or Approved Equivalent	3880	SY	\$ 4.00	\$15,520.00	4.11	\$ 16.44	1,029.55	\$ 4,118.20		\$ 4,118.20	\$11,401.80
6	20" Asphalt Concrete 12.5mm	432	TONS	\$ 150.00	\$64,800.00	0.00	\$ -	0.00	\$ -		\$ -	\$64,800.00
7	30" Asphalt Concrete 10.5mm	84	TONS	\$ 150.00	\$9,600.00	0.00	\$ -	0.00	\$ -		\$ -	\$9,600.00
8	Superpave	80	TONS	\$ 150.00	\$12,000.00	0.00	\$ -	0.00	\$ -		\$ -	\$12,000.00
9	Remove and Replace Curb & Gutter	1808	LF	\$ 40.00	\$64,320.00	542.50	\$ 21,700.00	0.00	\$ -		\$ 21,700.00	\$42,620.00
10	Class B Concrete	50	SY	\$ 200.00	\$10,000.00	0.00	\$ -	0.00	\$ -		\$ -	\$10,000.00
11	Regrade Ditch	125	LF	\$ 30.00	\$3,750.00	0.00	\$ -	0.00	\$ -		\$ -	\$3,750.00
12	Storm Structure Core	6	EA	\$ 1,000.00	\$6,000.00	2.00	\$ 2,000.00	0.00	\$ -		\$ 2,000.00	\$4,000.00
13	Sewer Manhole Repair & Raise to Grade	3	EA	\$ 1,000.00	\$3,000.00	0.00	\$ -	0.00	\$ -		\$ -	\$3,000.00
14	Structure Relocation	1	SUM	\$ 10,000.00	\$10,000.00	0.00	\$ -	0.00	\$ -		\$ -	\$10,000.00
15	3" Flume Replacement	8	LF	\$ 200.00	\$1,600.00	0.00	\$ -	0.00	\$ -		\$ -	\$1,600.00
16	18" RCP Pipe	72	LF	\$ 50.00	\$3,600.00	0.00	\$ -	0.00	\$ -		\$ -	\$3,600.00
17	18" Flared End Section	2	EA	\$ 1,500.00	\$3,000.00	0.00	\$ -	0.00	\$ -		\$ -	\$3,000.00
18	6" Sock Drain w/57 Stone & Fabric	3300	LF	\$ 17.00	\$56,100.00	685.00	\$ 10,795.00	944.00	\$ 16,048.00		\$ 26,843.00	\$29,257.00
19	24" Stop Bar White	8	EA	\$ 200.00	\$1,600.00	0.00	\$ -	0.00	\$ -		\$ -	\$1,600.00
20	5" Double Yellow Striping	1700	LF	\$ 1.50	\$2,550.00	0.00	\$ -	0.00	\$ -		\$ -	\$2,550.00
21	Inlet Sediment Trap (S&P)	3	EA	\$ 100.00	\$300.00	0.00	\$ -	0.00	\$ -		\$ -	\$300.00
22	Inlet Sediment Trap (S&P)	8	EA	\$ 100.00	\$800.00	0.00	\$ -	0.00	\$ -		\$ -	\$800.00
23	Silt Fence (S&P)	900	LF	\$ 4.00	\$3,600.00	0.00	\$ -	0.00	\$ -		\$ -	\$3,600.00
24	Haybale Checkdam (C&H)	4	EA	\$ 200.00	\$800.00	0.00	\$ -	0.00	\$ -		\$ -	\$800.00
25	Temporary Grassing (D&G)	0.2	AC	\$ 2,000.00	\$400.00	0.00	\$ -	0.00	\$ -		\$ -	\$400.00
26	Permanent Grassing (D&G)	0.2	AC	\$ 2,000.00	\$400.00	0.00	\$ -	0.00	\$ -		\$ -	\$400.00
27	Mulching (D&G)	0.2	AC	\$ 3,000.00	\$600.00	0.00	\$ -	0.00	\$ -		\$ -	\$600.00
28	7" S&P Strip (Behind Replaced Curb)	1525	LF	\$ 2.00	\$3,050.00	0.00	\$ -	0.00	\$ -		\$ -	\$3,050.00
29	Traffic Control	1	SUM	\$ 48,000.00	\$48,000.00	0.00	\$ -	0.00	\$ -		\$ -	\$48,000.00
30	Mobilization 3% Max	1	SUM	\$ 15,000.00	\$15,000.00	0.00	\$ -	1.00	\$ 15,000.00		\$ 15,000.00	\$0.00
	ORIGINAL TOTAL				\$558,118.00		\$ 34,512.54		\$ 81,640.66	\$ 14,195.38	\$ 130,348.58	\$ 467,769.42
31	Geotextile Fabric Tensar TX150 or Approved Equivalent	3880	SY	\$ 5.5	\$21,385.00	4.11	\$ 22.62	1,029.55	\$ 5,692.33		\$ 5,692.33	\$15,692.67
							\$ 34,535.15		\$ 87,303.19	\$ 14,195.38	\$ 136,033.71	

CONTRACTOR'S AFFIDAVIT AND LIEN WAIVER

PERSONALLY APPEARED before me, the undersigned attesting authority in and for the State of Georgia and Chatham County, the undersigned deponent, who being first duly sworn, on oath deposes and says as follows:

1. That the undersigned is the contractor ("Contractor") who contracted with the City of Port Wentworth (the "City") for the following work:
Sandhill ALS Construction, Inc.

Performed upon or with regard to the following property: Roadway Improvements for Antrim Road Project, Port Wentworth, Georgia 31407

2. A contract for such work was executed on December 15, 2021 and may subsequently have been amended by one or more change orders (collectively referred to herein as the "Contract").

3. The undersigned warrants that the work described by such Contract has been fully completed according to the terms of the Contract between Contractor and City, and in accordance with all change orders thereto, and that all bills incurred for labor, material and/or services furnished or performed in connection with such work have been fully paid, without exception, including the bills of all mechanics, materialmen, suppliers or laborers used by me or by my subcontractors.

4. The undersigned acknowledges receipt of all monies which Contractor and all of Contractor's mechanics, materialmen, suppliers, laborers, and other subcontractors are due under the terms of said Contract. This Affidavit is made under the provisions of Official Code of Georgia annotated Section 44-14-361.2 and is made for the purpose of inducing said City to pay the balance of their contract price to Contractor.

5. Contractor expressly and unconditionally waives any lien rights which Contractor has or may have against or with regard to City or City's aforesaid Property.

CONTRACTOR:

Sandhill Construction, Inc.

Printed Name: Larry B. Scott

Address: 607 Keller Road

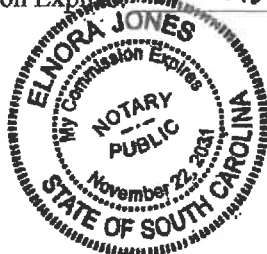
Port Wentworth, GA 31407

Lotte Scott
WITNESS

Sworn to and subscribed before me this
02 day of February, 2022

Elnora Jones
Notary Public

My Commission Expires 11-22-31





City Council
7224 GA Highway 21
Port Wentworth, GA 31407

ADOPTED

Meeting:
Department: Development Services
Category: Purchase
Prepared By: Melanie Ellis
Department Head: Brian Harvey

AGENDA ITEM (ID #)

DOC ID:

Red Robin Court Roadway Improvements Pay Request No. 3 in the amount of \$48,340.85 to Griffin Contracting Inc.

Issue / Item: Red Robin Court Roadway Improvements Pay Request No. 3 in the amount of \$48,340.85 to Griffin Contracting Inc.

Background: Red Robin Court has been identified, by road condition standards established by the Georgia Department of Transportation, as City streets in need of repair and resurfacing. Trent Long, PE, T. R. Long Engineering, P. C., prepared plans and bid packets for the project. The contract was awarded to Griffin Contracting, Inc., in the amount of \$448,600.00.

Facts and Findings: The contractor has completed a portion of the work in accordance with the contract. T.R. Long Engineering, P.C., has reviewed the applications, quantities, and values of work submitted by the contractor, and recommends payment in the amount of \$48,340.85.

Funding: Budgeted Line Item

Recommendation: Approval based upon the recommendation of T.R. Long.

APPLICATION AND CERTIFICATION FOR PAYMENT

TO OWNER: City of Port Wentworth, 7224 GA Hwy 21, Port Wentworth, GA 31407

Project: Red Robin Court Roadway Improvements

FROM CONTRACTOR: Griffin Contracting, Inc.
ADDRESS: 122 Pipemakers Circle, Suite 207
Pooler, Georgia 31322

VIA ENGINEER: T.R. Long Engineering, P.C.

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the attached Contract.
Continuation sheet is attached.

1. ORIGINAL CONTRACT SUM	\$	448,600.00
2. Net change by Change Orders	\$	-
3. CONTRACT SUM TO DATE (Line 1+2)	\$	448,600.00
4. TOTAL COMPLETED & STORED TO DATE:	\$	111,416.05
5. Retainage:		
a. <u>10</u> % of Completed Work	\$	11,141.61

Total Retainage

6. TOTAL EARNED LESS RETAINAGE:	\$	11,141.61
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT:	\$	100,274.45
	\$	51,933.60
8. CURRENT PAYMENT DUE:	\$	48,340.85

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$	\$

PAGE 1 OF 3 PAGES
APPLICATION NO: 3
Distribution to:
OWNER
ENGINEER
CONTRACTOR
PERIOD TO: 01/31/2021
ENGINEER'S PROJECT NUMBER: TRL # 2021-81 H
CONTRACT DATE: September 20, 2021

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that the current payment shown herein is now due.

CONTRACTOR: R. Griffin Contracting, Inc.

By: Chris Davis
State of: Georgia
County of: Chatham
Subscribed and sworn to before me this 02/02/2022 day of February, 2022



Notary Public: Kimberly Stuckey
My Commission expires: 11/01/2023

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the contract Documents, based on on-site observations and the data comprising the application, the Engineer certifies to the owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: 48,340.85
ARCHITECT: [Signature]
By: [Signature] Date: 2-3-22

The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, Payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

CONTINUATION SHEET

PAGE 2 OF 3 PAGES

Application and Certification for Payment, containing
Contractor's signed certification is attached.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 3
APPLICATION DATE: 2-Feb-22
PERIOD TO: 31-Jan-22
ENGINEER'S PROJECT NO: TRL # 2021-81 H

A ITEM NO.	B DESCRIPTION OF WORK	C ESTIMATED QUANTITY	D UNITS	E UNIT PRICE	F SCHEDULED VALUE (C*E)	G CURRENT QUANTITY	H CURRENT VALUE (E*G)	I PREVIOUS QUANTITY	J PREVIOUS VALUE (E*J)	K MATERIALS PRESENTLY STORED (NOT IN H OR J)	L TOTAL COMPLETED AND STORED TO DATE (H+K)	M PERCENT COMPLETE % (L/F)	N BALANCE TO FINISH (F-L)
1	Grading Modified	0.11	MI	\$430,000.00	47,300.00	0.0165	\$7,095.00	0.00	\$0.00	\$0.00	\$7,095.00		\$40,205.00
2	Remove & Replace Subgrade Matl	950	CY	\$40.00	38,000.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$38,000.00
3	8" Graded Aggregate Base (GAB)	1650	SY	\$28.00	46,200.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$46,200.00
4	Geotextile Fabric Tensar TX 160	1650	SY	\$7.40	12,210.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$12,210.00
5	3" Asphalt 19 MM SP Binder	275	TON	\$107.00	29,425.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$29,425.00
6	1.5" Asphalt 12.5 MM SP Surface	140	TON	\$123.00	17,220.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$17,220.00
7	Remove & Replace 24" C&G	1200	LF	\$40.00	48,000.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$48,000.00
8	Remove & Replace 6" Driveways	550	SY	\$83.00	45,650.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$45,650.00
9	Temporary Transition Driveways	200	TON	\$88.00	17,600.00	68.45	\$6,092.05	0.00	\$0.00	\$0.00	\$6,092.05		\$11,707.95
10	Grate Inlet Type S	4	EA	\$4,785.00	19,140.00	4.00	\$19,140.00	0.00	\$0.00	\$0.00	\$19,140.00		\$0.00
11	Junction Box/Interference Box	2	EA	\$3,580.00	7,160.00	2.00	\$7,160.00	1.00	\$3,580.00	\$0.00	\$10,740.00		-\$3,580.00
12	Connect to Existing Storm Pipe	1	EA	\$1,250.00	1,250.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$1,250.00
13	18" RCP Pipe	176	LF	\$72.00	12,672.00	176.00	\$12,672.00	0.00	\$0.00	\$0.00	\$12,672.00		\$0.00
14	24" RCP Pipe	24	LF	\$90.00	2,160.00	24.00	\$2,160.00	0.00	\$0.00	\$0.00	\$2,160.00		\$0.00
15	30" RCP Pipe	232	LF	\$97.00	22,504.00	182.00	\$15,774.00	104.00	\$10,088.00	\$0.00	\$25,802.00		-\$3,298.00
16	30" Flared End Section	1	EA	\$1,179.00	1,179.00	1.00	\$1,179.00	0.00	\$0.00	\$0.00	\$1,179.00		\$0.00
17	6" Sock Drain w/157 Stone & Fabric	1200	LF	\$25.70	30,840.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$30,840.00
18	5" Solid Double Yellow	1200	LF	\$1.50	1,800.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$1,800.00
19	24" Stop Bar	1	EA	\$220.00	220.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$220.00
20	Inlet Sediment Trap (Sd2-F)	5	EA	\$250.00	1,250.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$1,250.00
21	Inlet Sediment Trap (Sd2-P)	4	EA	\$250.00	1,000.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$1,000.00
22	Concrete Washout (CSW)	1	EA	\$1,960.00	1,960.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$1,960.00
23	Rip Rap (ST)	45	SY	\$100.00	4,500.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$4,500.00
24	Silt Fence Sd1-NS	400	LF	\$5.30	2,120.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$2,120.00
25	Temporary Grassing (Ds2)	0.24	AC	\$2,000.00	480.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$480.00
26	Permanent Grassing (Ds3)	0.24	AC	\$3,000.00	720.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$720.00
27	2' Sod Strip Behind Curb (Ds4)	1200	LF	\$3.00	3,600.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$3,600.00
28	Mulching (Ds1)	0.24	AC	\$3,000.00	720.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00		\$720.00
29	Traffic Control	1	LS	\$18,320.00	18,320.00	0.00	\$0.00	0.80	\$14,656.00	\$0.00	\$14,656.00		\$3,664.00

CONTINUATION SHEET

Application and Certification for Payment containing Contractor's signed certification is attached.

Use Column I on Contracts where variable retentage for line items may apply.

PAGE 3 OF 3 PAGES

APPLICATION NO: 3
 APPLICATION DATE: 2-Feb-22
 PERIOD TO: 31-Jan-22
 ENGINEER'S PROJECT NO: TRL # 2021-81 H

A ITEM NO.	B DESCRIPTION OF WORK	C ESTIMATED QUANTITY	D UNITS	E UNIT PRICE	F SCHEDULED VALUE (C*E)	G CURRENT QUANTITY	H CURRENT VALUE (E*G)	I PREVIOUS QUANTITY	J PREVIOUS VALUE (E*I)	K MATERIALS PRESENTLY STORED (NOT IN H OR J)	L TOTAL COMPLETED AND STORED TO DATE (H+J+K)	M PERCENT COMPLETE % (L/F)	N BALANCE TO FINISH (F-L)
30	Mobilization 3% Max	1	LS	\$13,200.00	13,200.00	0.00	\$0.00	0.90	\$11,880.00	\$0.00	\$11,880.00		\$1,320.00
	TOTAL				448,500.00		71,212.05		40,204.00	0.00	111,416.05		\$ 337,183.95

CONTRACTOR'S AFFIDAVIT AND LIEN WAIVER

PERSONALLY APPEARED before me, the undersigned attesting authority in and for the State of Georgia and Chatham County, the undersigned deponent, who being first duly sworn, on oath deposes and says as follows:

1. That the undersigned is the contractor ("Contractor") who contracted with the City of Port Wentworth (the "City") for the following work:

Red Robin Court Roadway Improvements

Performed upon or with regard to the following property: Red Robin Court, From Benton Blvd to Lake Shore Blvd

2. A contract for such work was executed on September 20, 2021 and may subsequently have been amended by one or more change orders (collectively referred to herein as the "Contract").

3. The undersigned warrants that the work described by such Contract has been fully completed according to the terms of the Contract between Contractor and City, and in accordance with all change orders thereto, and that all bills incurred for labor, material and/or services furnished or performed in connection with such work have been fully paid, without exception, including the bills of all mechanics, materialmen, suppliers or laborers used by me or by my subcontractors.

4. The undersigned acknowledges receipt of all monies which Contractor and all of Contractor's mechanics, materialmen, suppliers, laborers, and other subcontractors are due under the terms of said Contract. This Affidavit is made under the provisions of Official Code of Georgia annotated Section 44-14-361.2 and is made for the purpose of inducing said City to pay the balance of their contract price to Contractor.

5. Contractor expressly and unconditionally waives any lien rights which Contractor has or may have against or with regard to City or City's aforesaid Property.

CONTRACTOR:

Chris Davis

Chris Davis

Printed Name: Chris Davis

Address: 122 Pipemakers Circle

Suite 207, Pooler, GA 31322

Sworn to and subscribed before me this

day of September, 2021

Notary Public

My Commission Expires





Planning Commission
305 South Coastal Highway
Port Wentworth, GA 31407

Meeting: 02/14/22 06:30 PM
Department: Development Services
Category: Planning/Zoning Item
Prepared By: Melanie Ellis
Department Head: Brian Harvey

ADOPTED

AGENDA ITEM (ID # 2604)

DOC ID: 2604

Alcoholic Beverage License Application submitted by Susan Mueller for a Beer / Wine License for Chop Barbershop dba Chop Port Wentworth, LLC., (4 Magnolia Blvd, STE 300) located in a MPO (Master Plan Overlay) Zoning District

Issue/Item: Alcoholic Beverage License Application submitted by Susan Mueller for a Beer / Wine License for Chop Barbershop dba Chop Port Wentworth, LLC., (4 Magnolia Blvd, STE 300) located in a MPO (Master Plan Overlay) Zoning District

Background: The Alcoholic Beverage License Application has been submitted due to a new Barber Shop business.

Facts and Findings: The applicant, Susan Mueller, has properly completed and filed the City application and paid all applicable fees. Ms. Mueller has listed three residents of the City as references, and he has passed the criminal background check conducted by the Port Wentworth Police Department.

Funding: N/A

Recommendation: The Planning Commission will hear this application on Monday, February 14, 2022, at 6:30 P.M.

COMMENTS - Current Meeting:

The applicant, Susan Mueller, was present and offered to answer any questions the commission may have. Commissioner Sopson asked how they monitor who gets a beer. Ms. Mueller stated that each client gets offered one beer when they come in the door and that the alcohol is kept behind the front counter. Commissioner Herrin asked if beer is the only thing offered. Ms. Mueller responded they offer only one beer but also offer soft drinks as well. There were no public comments. Commissioner Morris made a motion to approve the application. Commissioner Rolf seconded the motion to approve. The vote was unanimous.

ATTACHMENTS:

- Alcoholic Beverage License Application Beer & Wine - 4 Magnolia Blvd Ste 300 FEB 2022 (PDF)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Lauree Morris, Planning Commissioner
SECONDER:	Wanda Rolf, Planning Commissioner
AYES:	Herrin, Franklin, Rolf, Morris, Hester, Sopson

CITY OF PORT WENTWORTH ALCOHOLIC BEVERAGE LICENSE APPLICATION

Administration Department | 7224 GA Highway 21, Port Wentworth, Georgia 31407

Phone: 912.964.4379 | Fax: 912.966.7429

This application must be completely filled out for processing. Please type or print legibly in blue or black ink.

LICENSE DETAILS

ALL LICENSES REQUIRE AN ANNUAL RENEWAL. FAILURE TO RENEW MAY RESULT IN FINES, SUSPENSION OR LOSS OF LICENSE.

TYPE OF ALCOHOL PERMIT	
<input checked="" type="checkbox"/> New License	<input type="checkbox"/> Change in Ownership (\$25.00 fee will be assessed) <input type="checkbox"/> Renewal
LICENSE TYPE:	
<input checked="" type="checkbox"/> \$738.41 Beer/Wine/Liquor <input type="checkbox"/> \$2,219.95 Package Shop <input type="checkbox"/> \$2,639.38 Pouring Beer/Wine/Liquor <input type="checkbox"/> \$271.63 Wine <input type="checkbox"/> \$461.25 Sunday Sales (Must accompany one of the other licenses above) <input type="checkbox"/> \$100.00 Administrative Fee (Applied to all NEW licenses) <input type="checkbox"/> \$25.00 Change in Ownership Fee	
TOTAL ALCOHOL PERMIT FEE \$ _____	
ALCOHOL LICENSE REGISTRATION:	
Georgia Alcoholic Beverage License Number	Occupational Tax Number <u>20270989227</u> Alcohol License Number _____

APPLICANT INFORMATION

APPLICANT FULL LEGAL NAME (Last, First, Middle): <u>Mueller Susan A</u>				ISSUING STATE/DRIVER LICENSE NUMBER: <u>GA</u>	
SOCIAL SECURITY NUMBER: _____		DATE OF BIRTH (mm/dd/yyyy): _____		PLACE OF BIRTH (City, State, Country): <u>Aurora, IL</u>	
RACE: <u>white</u>	SEX: <u>F</u>	HEIGHT: <u>5'9"</u>	WEIGHT: <u>220</u>	HAIR COLOR: <u>Brown</u>	EYE COLOR: <u>Hazel</u>
PHYSICAL HOME ADDRESS: <u>8 Coronado Ct</u>		CITY: <u>Pooler</u>	STATE: <u>GA</u>	ZIP CODE: <u>31322</u>	
MAILING ADDRESS: (if different)		CITY:	STATE:	ZIP CODE:	
HOME PHONE NUMBER:		MOBILE NUMBER: <u>912-323-6704</u>	EMAIL ADDRESS: <u>susan@chopbarbershop.com</u>		

RESIDENT STATUS

Are you a U.S. citizen? ☒ YES ☐ NO If YES, answer the following: ☒ Native Born ☐ Naturalized

If Naturalized, provide Alien Registration Number _____

If NO, please state your legal status in the United States?

Provide supporting documents i.e. Visa, Resident Alien, Employment Authorization Documents, etc. Attach additional sheet if needed.

RESIDENTIAL ADDRESSES

List residential addresses for the past five (5) years starting with your current address. If additional space is needed, please attach a list with the information shown below.

Number and Street	City, State, Zip	From (mm/yyyy)	To (mm/yyyy)
8 Coronado Ct	Pooler, GA 31322	06/2020	PRESENT
15 Winslow Circle	Savannah, GA 31407	12/2016	06/2020

EMPLOYMENT HISTORY

List employment for the past five (5) years beginning with your current employer. Indicate periods of unemployment, retirement or self-employment, including dates. If retired or self-employed, include name of company from which you retired or owned, and the position you held, or type of business owned. If additional space is needed, please attach a list with the information shown below.

Name of Employer/Company	Address (Street, City, State, Zip)	Position Held/Business Type	From (mm/yyyy)	To (mm/yyyy)
Chop Barbershop	108 Magnolia Blvd, Suite 300, Port Wentworth, GA 31507	mgr/barber	10/2020	
Sportchips	50 Traders Way, Tucker	mgr/barber	04/2018	10/2020
Marguard & Jellner Machon rig	16 Foundation, Savannah	mgr/desk	08/2008	09/2018

EDUCATION

List schools attended including High School and Postgraduate, location, certificates, diplomas or degrees received, and dates attended. If additional space is needed, please attach a list with the information shown below.

Name of School	Address (Street, City, State, Zip)	Certificate/Diploma/Degree	From (mm/yyyy)	To (mm/yyyy)
Oswego High	Oswego, IL	Diploma		06/1988
Hair Professionals	Oswego, IL	Degree	08/1988	01/1990
McHenry County	McHenry, IL	Certificate		

MILITARY SERVICE

List branch of service, serial numbers, type of discharge if applicable and periods of service. If additional space is needed, please attach a list with the information shown below.

Branch of Service	Serial Number	Type of Discharge	From (mm/yyyy)	To (mm/yyyy)

CRIMINAL HISTORY

WARNING - Failure to make full disclosure in responses to these questions may result in denial or subsequent revocation of the license.

Has the applicant or any person connected with or having an interest in said business:

- a. Ever been convicted of any crime or violation of law in any locality?
If yes, was conviction for other than a traffic violation? ☐ Yes ☒ No ☒ Yes ☐ No
- b. Ever served time in prison or other correctional institution? ☐ Yes ☒ No
- c. Ever had an alcoholic beverage license suspended or revoked at any time in any locality? ☐ Yes ☒ No
- d. Ever been cited for an alcoholic beverage violation?
If yes, list on separate sheet of paper. ☐ Yes ☒ No

If the answer to any part of the above questions is yes for the applicant or any person connected with or having an interest in said business, describe the circumstances for each person. For convictions include (a) the name of the person convicted, (b) nature of the crime, (c) the sentence or fine levied, (d) the date of the conviction, and (e) the jurisdiction in which said conviction occurred. For alcoholic beverage license suspensions and revocations include (a) the name of the person involved, (b) basis for suspension or revocation, (c) the punitive action taken, (d) the date of the action, and (e) the jurisdiction in which the suspension or revocation action was taken.

Listed on separate paper? ☐ Yes ☐ No, such convictions, license suspensions or revocations.

BUSINESS INFORMATION

LEGAL BUSINESS NAME: Chop Barbershop	DOING BUSINESS AS (DBA) NAME if applicable: Chop Port Wentworth LLC
BUSINESS TYPE: <input type="checkbox"/> Convenience Store <input type="checkbox"/> Hotel <input type="checkbox"/> Package Shop <input type="checkbox"/> Restaurant <input type="checkbox"/> Wholesale <input type="checkbox"/> Supermarket <input checked="" type="checkbox"/> Other (Explain) Barbershop	
FEDERAL EMPLOYMENT ID NUMBER (FEIN): 87-2863769	GEORGIA SALES TAX ID NUMBER (STIN): 308669464
BUSINESS ADDRESS (Physical Location): 4 Magnolia Blvd Suite 300, Port Wentworth, GA	
CITY: Port Wentworth	STATE: GA
ZIP CODE: 31407	

BUSINESS MAILING ADDRESS:		CITY:	STATE:	ZIP CODE:
DISTANCE FROM NEAREST SCHOOL OR CHURCH (Distance in miles or feet):			ZONING DISTRICT:	
PRIMARY PHONE NUMBER:		SECONDARY PHONE NUMBER: 912-323-6704		
BUSINESS EMAIL ADDRESS: Susan@chapbarbershop.com				

OWNER INFORMATION If business has more than one owner, attach additional sheet with the information below.

LEGAL STRUCTURE OF OWNERSHIP ENTITY:
☐ Sole Proprietor ☐ Corporation ☒ LLC ☐ Partnership

OWNER FULL LEGAL NAME (Last, First, Middle): Sarah Bolinder, Sarah ISSUING STATE/DRIVER LICENSE NUMBER: FL

SOCIAL SECURITY NUMBER: [REDACTED] DATE OF BIRTH (mm/dd/yyyy): [REDACTED] PLACE OF BIRTH (City, State, Country): Tallahassee FL USA

RACE: W SEX: F HEIGHT: 5'8" WEIGHT: 140 HAIR COLOR: Brown EYE COLOR: Brown

PHYSICAL HOME ADDRESS: 289 Mockingbird Ln Chatahoochee FL 32324 CITY: Chatahoochee STATE: FL ZIP CODE: 32324

MAILING ADDRESS: (if different) P.O. Box 15751 Tallahassee FL 32317 CITY: Tallahassee STATE: FL ZIP CODE: 32317

HOME PHONE NUMBER: MOBILE NUMBER: 850-345-1090 EMAIL ADDRESS: Sarah@chapbarbershop.com

FINANCING

Please provide investment details, including notes, loans, gifts, cash, services or equipment, and operating capital. If additional space is needed, please attach a list with the information shown below.

INVESTOR	Owner	AMOUNT INVESTED	\$
INVESTOR	Party Other Than the Owner	AMOUNT INVESTED	\$ 100%
INVESTOR	Any Party / Parties	AMOUNT INVESTED	\$
TOTAL AMOUNT OF INVESTMENT			\$

BORROWED CAPITAL

Name of Lender	Date Borrowed	Amount Borrowed	Interest Rate
Sarah Bolinder/chap		\$	%
		\$	%
		\$	%

Please list the names all of parent, affiliates, or subsidiary corporations who own more than 10% of the business who have received or will receive, as a result of your operation under the requested license, any financial gain, loss or payment derived from any interest or income from the operation. If additional space is needed, please attach a list with the information shown below.

Individual/Business Name	Sarah Bolinder/chap Barbershop	Social Security Number	593-30-8031	Issuing State/Driver License Number	02/16/1974	Sex	F	% of Ownership	100%
Individual/Business Name		Social Security Number		Issuing State/Driver License Number		Date of Birth		Sex	
Individual/Business Name		Social Security Number		Issuing State/Driver License Number		Date of Birth		Sex	
Individual/Business Name		Social Security Number		Issuing State/Driver License Number		Date of Birth		Sex	

SAVE AFFIDAVIT
AFFIDAVIT VERIFYING STATUS FOR CITY PUBLIC BENEFIT
PURSUANT TO O.C.G.A. § 50-36-1(E)(2)

By executing this affidavit under oath, as an applicant for a City of Port Wentworth, Georgia Occupational Tax Certificate (Business License), Alcohol Beverage License, or other public benefit as referenced in O.C.G.A. § 50-36-1, the undersigned applicant representing the entity known as

Chop Barbershop

Name of Private Employer (Business)

verifies one of the following with respect to my application for a public benefit:

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

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

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

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

Georgia Drivers License # [REDACTED]

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

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

Executed in Porter (City), Georgia (State).

Type of Public Benefit Applying For

☐ Occupational Tax Certificate ☒ Alcohol Beverage License

☐ Other Benefit _____

Occupational Tax Certificate (Business License) Number

JUSE, A Mueller
Printed Name of Applicant

Signature of Applicant

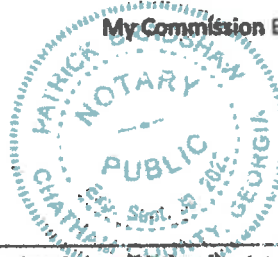
Date

SUBSCRIBED AND SWORN BEFORE ME ON

THIS THE 19th DAY OF January, 2022.

NOTARY PUBLIC

My Commission Expires: Sept 30, 2022



*Note: O.C.G.A. § 50-36-1 (e)(2) requires that aliens under Federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number here: _____

REFERENCES

Give the names, addresses, and telephone numbers of three (3) citizens residing within City limits of Port Wentworth as references:

Name	Address (Number and Street)	Contact Number
Nicki Griffin	845 Hixmith Circle	843-227-2196
Curt G. (Glen)	845 Hixmith Circle	912-323-9907
Paul Wilson		912-275-4248

ACKNOWLEDGEMENT

The applicant for a license to dispense alcoholic beverages shall be (a) a citizen of the United States of America or Resident Alien, (b) a resident of Chatham County, Georgia, or if not, the designated manager with day-to-day operating responsibility must be a resident of Chatham County, and (c) the owner of the business, or if the owner of the business is a corporation, partnership, or other legal entity, the applicant shall be (1) a substantial and major stockholder or (2) the manager of the business who regularly operates and supervises the business on the licensed premises.

ALL ABOVE INFORMATION IS FULLY UNDERSTOOD AND ALL STATEMENTS SHOWN ABOVE, AND ON ANY ATTACHMENTS ARE GIVEN UNDER OATH, WILLFULLY, KNOWINGLY, AND ABSOLUTELY, AND ARE HEREBY SWORN TO BE TRUE, CORRECT AND COMPLETE, UNDER PENALTY FOR FALSE SWEARING AS PROVIDED BY LAW.

SIGN AND NOTARIZE APPLICATION**WARNING — Georgia Code Title 16, Crimes and Offenses § 16-10-20**

A person who knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device a material fact; makes a false, fictitious, or fraudulent statement or representation; or makes or uses any false writing or document, knowing the same to contain any false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of state government or of the government of any county, city, or other political subdivision of this state shall, upon conviction thereof, be punished by a fine of not more than \$1,000.00 or by imprisonment for not less than one nor more than five years, or both.

I, under penalty of law, hereby swear that I have read all the information provided in this document and any attachments and the information is true and correct. I also understand any false statement or representation in this application can result in my application being denied and/or criminal charges filed against me. I also authorize the City of Port Wentworth to use all legal means to verify the information provided.


APPLICANT SIGNATURE

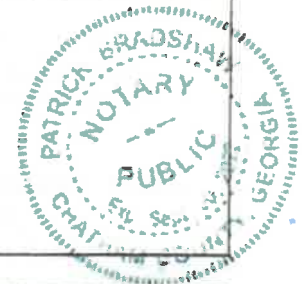
1, 19, 2022
DATE SIGNED BY APPLICANT

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

14th DAY OF January, 2022.

NOTARY PUBLIC

My Commission Expires: Sept. 30, 2022

**OFFICE USE ONLY**

\$ _____
License Fee

\$ _____
Advertising Fee

\$ _____
Total Amount Paid

FORM OF PAYMENT:

_____ Cash _____ Cashier's Check/Money Order _____ Credit/Debit Card

REVIEW DATES:

_____ Date Reviewed by Planning & Zoning _____ Date Reviewed by Council

LICENSE STATUS:

_____ Approved
_____ Denied
_____ Temporary License Issued

APPROVAL SIGNATURES

_____ City Administrator
_____ Director of Public Safety
_____ Director of Development Services

**GEORGIA CJIS NETWORK
POLICY MANUAL
CONSENT FORM**

I hereby authorize the City of Port Wentworth to receive any criminal history record information pertaining to me which may be in files of any state or local justice agency in Georgia.

Susan Ann Mueller 01/14/2022
Full Name (Please Print) Date

8 Colorado Ct Pooler, GA 31322
Address City, State Zip

F W [REDACTED] [REDACTED]
Sex Race Date of Birth Social Security Number

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

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

Executed on 19 day of Jan, 2022 in Pooler (City), GA
(State).

Susan Mueller
Printed Name and Title of Authorized Officer or Agent

[Signature]
Signature of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME THIS

19th DAY OF January, 2022.

NOTARY PUBLIC

My Commission Expires: Sept. 30, 2022





City Council
7224 GA Highway 21
Port Wentworth, GA 31407

SCHEDULED

Meeting: 03/03/22 07:00 PM
Department: Administration
Category: Agreement
Prepared By: City Manager
Department Head: Steve Davis

Contract Extension for Tyler Technologies/InCode

Issue/Item: Contract has expired as of December 31, 2021. Contract attached will be for the 2022 calendar year.

Background: Tyler Technologies/InCode is the city's accounting software. This software is critical to the operation of the city, connects to the city's bank accounts, and administration will not have the ability to pay any bills if the contract does not get approved.

The city received a cutoff notice March 1, 2022, due to non-payment of the annual renewal fee and contract extension that was due January 1, 2022. We requested and received a payment extension through March 9, 2022, the day after the March 8, 2022, regular city council meeting.

Recommendation: Approval

ATTACHMENTS:

- Contract (PDF)



AMENDMENT

This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date"), by and between Tyler Technologies, Inc. with offices at One Tyler Drive, Yarmouth, Maine 04096 ("Tyler") and the City of Port Wentworth, with offices at 7224 GA Highway 21, Port Wentworth, GA 31407 ("Client").

WHEREAS, Tyler and the Client are parties to an agreement dated November 8, 2011 ("Agreement"); and

WHEREAS, the Term of the Agreement expires December 31, 2021 ("Expiration Date");

THEREFORE, in consideration of the mutual covenants contained herein, Tyler and the Client agree as follows.

1. SaaS Term. The term of the Agreement is hereby renewed for one (1) year commencing on January 1, 2022. (for the purposes of this Amendment, the "Renewal Term"). After the completion of the Renewal Term, the Agreement will renew automatically for additional one (1) year terms at our then-current SaaS Fees unless terminated in writing by either party at least sixty (60) days prior to the end of the then-current term. We will provide you notice of any increase in SaaS Fees no less than sixty (60) days prior to the commencement of the renewal term.
2. SaaS Fees. SaaS Fees for year one in the amount of \$33,531.00, are invoiced annually in advance, beginning on the commencement date of the Renewal Term. Subsequent annual SaaS Fees are invoiced annually in advance, beginning on the anniversary of the initial invoice date.
3. Users. The SaaS fees are based on an unlimited number of users.
4. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.
5. All other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, persons having been duly authorized and empowered to enter into this Amendment hereunto executed this Amendment effective as of the date last set forth below.

Tyler Technologies, Inc.

City of Port Wentworth

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



Planning Commission
305 South Coastal Highway
Port Wentworth, GA 31407

Meeting: 02/14/22 06:30 PM
Department: Development Services
Category: Planning/Zoning Item
Prepared By: Melanie Ellis
Department Head: Brian Harvey

ADOPTED

AGENDA ITEM (ID # 2606)

DOC ID: 2606

Subdivision Application submitted by Neil P. McKenzie, P.E., Coleman Company Inc., on behalf of BEP Rice Hope, LLC., for PIN # 7-0906-04-091 (Mulberry Blvd) located in a M-P-O (Master Plan Overlay) Zoning District for a Preliminary Plat of a Major Subdivision (Mulberry Tract Phase 3) for the purpose of Single-Family Homes

Issue/Item: Subdivision Application submitted by Neil P. McKenzie, P.E., Coleman Company Inc., on behalf of BEP Rice Hope, LLC., for PIN # 7-0906-04-091 (Mulberry Blvd) located in a M-P-O (Master Plan Overlay) Zoning District for a Preliminary Plat of a Major Subdivision (Mulberry Tract Phase 3) for the purpose of Single-Family Homes

Background: This is the Preliminary Plat submittal for Mulberry Phase 5 of the Rice Hope Subdivision. Mulberry Phase 5 includes sixty-two (62) single family lots on approximately 23 Acres.

Facts and Findings: The application appears to be complete. The Subdivision will be connected to City water and sewer utilities and will include new roads.

Funding: N/A

Recommendation: The Planning Commission will hear this application on Monday, February 14, 2022 at 6:30 PM.

COMMENTS - Current Meeting:

The applicant, Neil McKenzie, was present and gave a brief presentation of the project. Commissioner Hester asked where the stormwater would go off site. Mr. McKenzie responded it would flow through the other BEP property and discharge into Knoxboro Creek. There were no public comments. Commissioner Morris made a motion to approve the application. Commissioner Hester seconded the motion to approve. The vote was unanimous.

ATTACHMENTS:

- Mulberry Tract Phase 3 Preliminary Plat FEB 22 - Application (PDF)
- Mulberry Tract Phase 3 Preliminary Plat FEB 22 - Preliminary Plat (PDF)
- Mulberry Tract Phase 3 Preliminary Plat FEB 22 - Timeline (DOCX)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Lauree Morris, Planning Commissioner
SECONDER:	Janet Hester, Planning Commissioner
AYES:	Herrin, Franklin, Rolf, Morris, Hester, Sopson

220002

SUBDIVISION APPLICATION FORM
FOR THE
CITY OF PORT WENTWORTH**Application Form Required**

This application form is to accompany all subdivisions submitted for Port Wentworth Planning Commission review and is to be filled out in its entirety. Plats/subdivisions not accompanied by this application will not be accepted for processing. All subdivisions with their completed applications must be received by the City of Port Wentworth at least 20 business days prior to the Planning Commission meeting at which they are to be considered. Revisions to a subdivision under review by the Port Wentworth Planning Commission must be received 10 business days prior to the Port Wentworth Planning Commission at which each subdivision is scheduled to be heard.

Subdivision Name: MULBERRY TRACT PHASES 3Location: MULBERRY BOULEVARDNumber of Lots: 62Number of Acres: ~23.00PIN #: 7-090-0604-091Current Zoning: M-P-O**Type of Subdivision: (Check applicable blanks from each column)**

- A. ☐ Sketch Plan
☐ Master Plan
☒ Preliminary Plat
☐ Final Plat
☐ Revision to a Recorded Plat

- B. ☒ Major Subdivision
(4 or more lots or a new road)
☐ Minor Subdivision
(3 or less lots & no new road)

Purpose of Subdivision:

- ☒ Single-Family
☐ Multi-Family
☐ Retail
☐ Other Business

- ☐ Industrial
☐ Institutional
☐ Other
☐ Sign

Variances: (List all variances being requested)

N/A

Georgia DOT Review

In all applications in which property being subdivided lies along a State Highway or access is needed from a State Highway, all applicants are required to submit a plat to the Georgia Department of Transportation for review. The subdivision application will not be considered by the Port Wentworth Planning Commission until the Georgia Department of Transportation has commented on the subdivision. The comments must accompany the application.

Previous Submittal

Has this tract of land being proposed for subdividing been submitted to the Port Wentworth Planning Commission under a different subdivision name?

Yes _____

No X _____

If yes, what name? - _____

Date Submitted: - _____ PWPC File No: - _____

Number of Required Prints

All submittals, regardless of type, shall include fifteen (15) prints. **Final Plats must include a copy of the plat scanned to a CD along with the fifteen (15) printed copies. Stamp must be in contrasting ink.**

Statements as to Covenants/Deed Restrictions: (Check One)

_____ A copy of all existing deed restrictions or subdivision covenants applicable to this property are attached.

X There are no added restrictions or subdivision covenants on this property.

Contact Person (s): (Type or Print Legibly)

Engineer/Surveyor: NEIL P. MCKENZIE, P.E. / COLEMAN COMPANY, INC.

Address: 1480 CHATHAM PARKWAY, SUITE 100 SAVANNAH, GA Zip Code: 31405

Phone #: (912) 200-3041 Fax #: (912) 200-3056

Owner: BEP RICE HOPE, LLC / ATTN: SCOTT DECAIN

Address: 4800 HAMPDEN LANE, SUITE 200 BETHESDA, MD Zip Code: 20814

Phone #: (301) 915-0460 Fax #: _____

Date of Submittal: 11/23/21

Please list all property owners that are adjacent to the parcel to be subdivided including those across the public right-of-way:

BEP Rice Hope, LLC (Bald Eagle Partners-Rice Hope Plantation, LLC)

Ardmore Port Wentworth, LLC

Savannah Electric & Power Co. (Electric Easement)

City of Savannah (Water Main Easement)

Certifications

1. I hereby certify that this proposed subdivision/plan does not violate any covenants or deed restrictions currently in effect for the property being subdivided.
2. I hereby certify that all taxes applicable to this property have been paid and that there are no delinquent taxes outstanding.
3. I hereby certify that I am the owner of the property being proposed for subdivision.
4. I hereby certify that all the information pertained in this application is true and correct.



Signature of Owner

Comments: Place any pertinent comments you wish to make in the following space:

Submit this form along with the proposed subdivision and any accompanying information to:

**CITY OF PORT WENTWORTH
7306 HIGHWAY 21, SUITE 301
PORT WENTWORTH, GEORGIA 31407**

CITY OF PORT WENTWORTH
(912) 964-4379

REC#: 00338799 1/04/2022 11:55 AM
OPER: ME TERM: 011
REF#: CK 1776

TRAN: 112.0000 BLDG PERMIT
220002 3,566.00CR
BEP RICE HOPE LLC
7-0906-04-091
I-SUBDIV 3,566.00CR

TENDERED: 3,566.00 CHECK
APPLIED: 3,566.00-

CHANGE: 0.00

WWW.CITYOFPORTWENTWORTH.COM

ADJACENT PROPERTY OWNERS FOR MULBERRY TRACT PHASE 3

- Address: 2790 Mulberry Avenue
Parcel B Rice Hope Plantation
N/F: Ardmore Port Wentworth, LLC
PIN: 7-0906-04-092
- 100 ft Savannah Electric and Power Company Easement
- 100 ft City of Savannah Water Main Easement
- Address: 27 Weavers Way
Lot 41 (Mulberry Phase 2)
N/F: BEP RH Tract 2 LLC
- Address: 29 Weavers Way
Lot 42 (Mulberry Phase 2)
N/F: BEP RH Tract 2 LLC
- Address: 31 Weavers Way
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N/F: BEP RH Tract 2 LLC
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N/F: BEP RH Tract 2 LLC
- Address: 26 Weavers Way
Lot 50 (Mulberry Phase 2)
N/F: BEP RH Tract 2 LLC
- Address: 27 Wild Silk Way
N/F: Clayton Properties Group, LLC
PIN: 70906D02018
- Address: 28 Wild Silk Way
N/F: Clayton Properties Group, LLC
PIN: 70906D03015
- Address: 29 Wild Silk Way
N/F: Clayton Properties Group, LLC
PIN: 70906D02018
- Address: 30 Wild Silk Way
N/F: Clayton Properties Group, LLC
PIN: 70906D03015
- Address: 31 Wild Silk Way
N/F: Clayton Properties Group, LLC
PIN: 70906D02018
- Address: 32 Wild Silk Way
N/F: Clayton Properties Group, LLC
PIN: 70906D03015
- Address: 33 Wild Silk Way
N/F: Clayton Properties Group, LLC
PIN: 70906D02018
- Address: 34 Wild Silk Way
N/F: Clayton Properties Group, LLC
PIN: 70906D03015

Owner Name	Mailing Address 1	City	State	Zip
Coleman Company, Inc	1480 Chatham Parkway, Ste 100	Savannah	GA	31405
BEP Rice Hope LLC	4800 Hampden Ln, Ste 200	Bethesda	MD	20814
Ardmore Port Wentworth, LLC	2790 Mulberry Ave	Port Wentworth	GA	31407
Yong Wang Liu	27 Wild Silk Way	Port Wentworth	GA	31407
Austin Haven	28 Wild Silk Way	Port Wentworth	GA	31407
Isnatanne Cadet	29 Wild Silk Way	Port Wentworth	GA	31407
Nicole Cuff	30 Wild Silk Way	Port Wentworth	GA	31407
Reyes Bustamante	31 Wild Silk Way	Port Wentworth	GA	31407
Arkeen Smalls	32 Wild Silk Way	Port Wentworth	GA	31407
Ced'rica Johnson	33 Wild Silk Way	Port Wentworth	GA	31407
Quanikqua Moultrie	34 Wild Silk Way	Port Wentworth	GA	31407
BEP RH Tract 2 LLC	680 5th Ave, 20th Floor	New York	NY	10019



Planning Commission
305 South Coastal Highway
Port Wentworth, GA 31407

Meeting: 02/14/22 06:30 PM
Department: Development Services
Category: Planning/Zoning Item
Prepared By: Melanie Ellis
Department Head: Brian Harvey

ADOPTED

AGENDA ITEM (ID # 2607)

DOC ID: 2607

Site Plan Review Application submitted by Neil P. McKenzie, P.E., Coleman Company, LLC., on behalf of BEP Rice Hope, LLC., for PIN # 7-0906-04-091 (Mulberry Blvd) for a Specific Development Site Plan to allow a Residential Subdivision (Mulberry Tract Phase 3) in a MPO (Master Plan Overlay) Zoning District.

Issue/Item: Site Plan Review Application submitted by Neil P. McKenzie, P.E., Coleman Company, LLC., on behalf of BEP Rice Hope, LLC., for PIN # 7-0906-04-091 (Mulberry Blvd) for a Specific Development Site Plan to allow a Residential Subdivision (Mulberry Tract Phase 3) in a MPO (Master Plan Overlay) Zoning District.

Background: The subject property is currently undeveloped land in the Mulberry at Rice Hope subdivision. The preliminary plat applications for phase 3 are pending approval at the February 24, 2022 City Council meeting.

Facts and Findings: The owner intends to develop a new phase of the Mulberry at Rice Hope subdivision. The phase will be accessed off of Weavers Way and Wild Silk Way include a estimated 62 new single family home lots. The site plan also includes all associated water and sewer utilities and stormwater drainage. This application is currently under technical review by City Engineers, Thomas & Hutton.

Funding: N/A

Recommendation: The Planning Commission will hear this application on Monday, February 14, 2022 at 6:30 P.M.

COMMENTS - Current Meeting:

The applicant, Neil McKenzie, was present and gave a brief presentation of the project. There were no questions from the Commission. There were no public comments. Commissioner Herrin made a motion to approve the application. Commissioner Franklin seconded the motion to approve. The vote was unanimous.

ATTACHMENTS:

- Mulberry Tract Phase 3 Site Plan Review Specific FEB 22 - Application (PDF)
- Mulberry Tract Phase 3 Site Plan Review Specific FEB 22 - Appendix A, Water & Sewer Checklists & ERU Calculations (PDF)
- Mulberry Tract Phase 3 Site Plan Review Specific FEB 22 - Landfill Certification (PDF)
- Mulberry Tract Phase 3 Site Plan Review Specific FEB 22 - NOI (PDF)
- Mulberry Tract Phase 3 Site Plan Review Specific FEB 22 - Stormwater Maint Agreement (PDF)
- Mulberry Tract Phase 3 Site Plan Review Specific FEB 22 - Wastewater Collection System Checklist (PDF)
- Mulberry Tract Phase 3 Site Plan Review Specific FEB 22 - Timeline (DOCX)
- Mulberry Tract Phase 3 Site Plan Review Specific FEB 22 - Civil Construction Plans 9.13.21 (PDF)
- Mulberry Tract Phase 3 Site Plan Review Specific FEB 22 - 1st comment letter T&H 2.3.2022 (PDF)

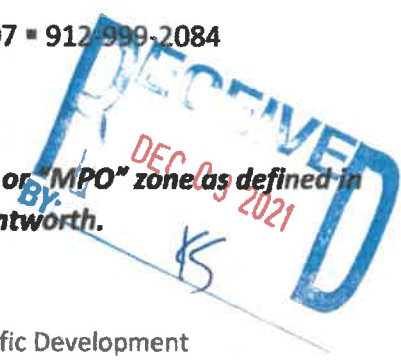
RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bill Herrin, Planning Commissioner
SECONDER:	Rosetta Franklin, Planning Commissioner
AYES:	Herrin, Franklin, Rolf, Morris, Hester, Sopson

220001

City of Port Wentworth
7224 Highway 21 • Port Wentworth • Georgia • 31407 • 912-999-2084

Site Plan Review Application

Site Plan Application is required for all new construction in a "P" or "MPO" zone as defined in the Zoning Ordinance of the City of Port Wentworth.



Site Plan Type (Check One): ☐ General / Concept ☒ Specific Development

Site Plan Address: MULBERRY BOULEVARD Mulberry Phase 3

PIN #(s): 7-090-604-091

Zoning: M-P-O Estimated Cost of Construction: \$ _____

Type of Construction: SINGLE FAMILY RESIDENTIAL SITE DEVELOPMENT
(ROADWAYS, SIDEWALKS, UTILITIES, LOT GRADING, STORM DRAINAGE)

Applicant's Name: COLEMAN COMPANY, INC. / ATTN: NEIL P. MCKENZIE, P.E.

Mailing Address: 1480 CHATHAM PARKWAY, SUITE 100 SAVANNAH, GA 31405

Phone #: (912) 200-3041 Email: NMCKENZIE@CCI-SAV.COM

Owner's Name (If Different from Applicant): BEP RICE HOPE, LLC / ATTN: SCOTT DECAIN

Mailing Address: 4800 HAMPDEN LANE, SUITE 200 BETHESDA, MD 20814

Phone #: 571-426-4310 Email: SDECAIN@BALDEAGLEPARTNERS.COM

I hereby acknowledge that the above information is true and correct.


Applicant's Signature

11/29/2021
Date

Owner's Signature (If Different from Applicant)

Date

Please see page 2 for required submittal checklist

Site Plan Review Application Submittal Checklist


Documentation below is required for a complete submittal.

- ☒ Signed and Completed Application
- ☒ 3 Full size sets of site plan civil drawings or concept plan (depending on type of site plan)
- ☒ 15 half size (11" X 17") sets of site plan civil drawings or concept plan (depending on type of site plan)
- ☒ 2 copies of hydrology reports (if applicable)
- ☒ Names, mailing address, and PIN number of all property owners within 250 feet of all property lines
- ☒ 1 8 ½" X 11" of site plan civil drawings or concept plan (depending on type of site plan)
- ☒ PDF of entire submittal (either flash drive or CD)
- ☒ Other Engineering details or reports may be required once submittal has been received
- ☒ Site plan review fee check

- ☐ No Land Disturbance- \$206.00 Site Plan Fee + \$50.00 Admin Fee = Total \$256.00
- ☐ With Land Disturbance - \$836.00 Site Plan Fee + \$50.00 Admin Fee = Total \$886.00

Additional Fee Statement: If engineer review cost to the City exceeds the site plan review fee that is paid at the time of initial application submittal, you may be required to pay additional review cost.

I have read and agree to the above additional fee statement



Applicant's Signature

11/29/2021

Date

CITY OF PORT WENTWORTH
(912) 964-4379

REC#: 00338793 1/04/2022 11:19 AM
OPER: ME TERM: 011
REF#: CK 1775

TRAN: 112.0000 BLDG PERMIT
220001 886.00CR
BEP RICE HOPE LLC
7-0906-04-091
DEV-SPR 886.00CR

TENDERED: 886.00 CHECK
APPLIED: 886.00-

CHANGE: 0.00

WWW.CITYOFPORTWENTWORTH.COM

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Quanikqua Moultrie	34 Wild Silk Way	Port Wentworth	GA	31407
BEP RH Tract 2 LLC	680 5th Ave, 20th Floor	New York	NY	10019



50 PARK OF COMMERCE WAY
SAVANNAH, GA 31405 | 912.234.5300
THOMASANDHUTTON.COM

February 3, 2022

Mr. Brian Harvey
Director of Development Services
City of Port Wentworth
305 South Coastal Highway
Port Wentworth, GA 31407

Re: Mulberry Tract Phase 3
Port Wentworth, Georgia
Site Plan Review
J-25412.0027

Dear Brian:

We have received the site plan for the referenced project submittal. The following information was included in the submittal package:

- Adjacent Property Owners Exhibit
- Water and Sewer System Analysis
- Wastewater Collection System Check List
- Storm pipe Sizing & Analysis
- Master Hydrology Report
- Landfill Certification
- Water/Wastewater Availability Request
- Water Distribution System Check List
- Wastewater Collection System Check List
- Equivalent Residential Unit (ERU) Calculations
- Construction Plans

This site plan review was completed based on our interpretation of the latest City of Port Wentworth zoning ordinance and development regulations. Thomas & Hutton's review was performed in an effort to assess if the application package for the proposed improvements is in general conformance with City of Port Wentworth regulations. Our review shall not be interpreted as a detailed technical analysis of the design or for verification of technical sufficiency for elements of design. Under no circumstances shall our review and comments related to the site plans relieve the Applicant's Design Professional of their professional obligations and professional standards of care. As such, the design submitted by the Applicant's Design Professional shall be the sole responsibility of the Applicant's Design Professional. Thomas & Hutton shall not accept any responsibility for any liability due to design and construction, in whole or in part, for any aspect of the design and construction of design documents.

We have reviewed the submittal package and offer the comments noted below for consideration.

General Comments

1. The site is zoned as Master Plan Overlay (M-P-O).
2. The site lies within an Effective FEMA Zone X, area of minimal flood hazard, as documented on FEMA FIRM Panel 13051C0035G, effective August 16, 2018.
3. Please provide EPD land disturbance approval.
4. Please provide EPD water/wastewater permits, if applicable.
5. Please provide any other pertinent permit approvals.
6. According to Section 4.1.1 in the Master Plan Overlay requirements of Section 5.2, Appendix B of the Port Wentworth Code of Ordinances, property within Phase II of the district must be surveyed for wetlands prior to land disturbing activities and a permit must be obtained from the USACE for the entire parcel before subdivision. Please provide a wetland delineation and permit. All jurisdictional wetlands must also have a minimum of a 25' buffer.

Stormwater Comments

In accordance with the City of Port Wentworth Drainage and Flood Control Ordinance (PWSMO) Section 7-79, this project proposes site development that will involve the creation of 5,000 square feet or more of impervious cover that otherwise did not exist on the site previously. As such, all stormwater provisions apply to this site.

1. The certification by the plan preparer references the City of Pooler. Please revise.
2. Provide a stormwater management inspection and maintenance agreement and plan as prescribed in Section 7-80(e) of Article III of the Drainage and Flood Control Ordinance within the Port Wentworth Code of Ordinances.
3. Acknowledge that a performance bond will be required prior to construction, as listed in Section 7-80(h) of Article III of the Drainage and Flood Control Ordinance within the Port Wentworth Code of Ordinances.
4. Runoff reduction and water quality requirements appears not to be addressed. Pursuant to Section 7-82(b) and 7-82(d) of Article III of the Drainage and Flood Control Ordinance within the Port Wentworth Code of Ordinances, provide runoff reduction and stormwater treatment requirements and calculations.
5. Pursuant to Section 3.7.9(1.) of the Port Wentworth CDM, each development shall maintain pre-development peak discharge rates for the 2, 5, 10, 25, and 50-year, 24-hour storms. It appears that post-development peak runoff rates for all the design storms exceeds the pre-development peak runoff rates for the South Outfall. Please revise or explain.
6. Provide evidence that the proposed design is providing 24 hours of extended detention for the runoff volume generated by the 1-year, 24-hour storm event pursuant to Section 7-82(c) of the Port Wentworth Code of Ordinances.

7. Per Section 3.7.10 of the CDM, provide a statement of no adverse upstream or downstream impacts to the existing stormwater system.
8. Provide the stage-storage information inputted in PondPack for the ponds.
9. The inputted rainfall depths in PondPack appear to be less than the rainfall depths provided in NOAA ATLAS 14. Please use the rainfall depths provided from NOAA Atlas 14 pursuant to Section 3.1.3 of the Georgia Stormwater Management Manual, Volume 2.
10. The proposed storm drainage for the Mulberry Tract Phase 3 site development plans appear to differ from that shown within the approved Rice Hope Comprehensive Drainage Study. Please review and revise the model, plans, and associated exhibits to be in conformance with the approved Rice Hope Comprehensive Drainage Study.
11. Additional stormwater design comments may arise upon submission of the requested requirements.

Water, Fire System, and Sanitary Sewer Design Comments

1. If construction of water and sewer facilities is to be dedicated to the City of Port Wentworth for operation and maintenance, provide a water and sewer agreement between the developer and the City.
2. If no irrigation system is proposed, please indicate on the plans pursuant to the Water Distribution System Check List.
3. Show the service lateral diameters and the number of single and double services on the plans pursuant to Section 3.1 of the CDM. Please note service laterals must be a minimum of 1".
4. Provide notes in the plans and specifications as indicated in Section 3.4.2(h) of the latest Port Wentworth CDM.
5. Ensure all water valves 8" or larger are placed in a manhole per the Water Distribution System Check List. Please provide labels on the plans indicating these valves will be in a manhole.
6. It appears that no water meters are proposed. Please provide the location and size of proposed meters on the plans per the Water Distribution Check List or explain how the development will be metered.
7. Please call out the pipe separation distances of all utility crossings per the Water Distribution Check List.
8. Ensure the water and sewer laterals are 5' from the proposed lot lines and that the water line and sanitary sewer lines are at least 7.5' from the right-of-way line per Port Wentworth detail U-2.

9. Ensure all water lines have a minimum of 3' of cover pursuant to Port Wentworth detail U-1.
10. Ensure that fire hydrants are no more than 500' apart pursuant to Section 3.4.1 of the Port Wentworth CDM.
11. Label all utility structures on the plans. Several structures do not have a label.
12. Provide isolation valves for where the existing water main is tapped pursuant to Section 3.4.1(p) of the Port Wentworth CDM.
13. Provide calculations that the minimum right-of-way requirements are satisfied using the minimum right-of-way equation provided in Section 2.4.1 of the Port Wentworth CDM based on the proposed water main and sanitary sewer main depths.
14. The proposed sanitary sewer line appears to transition from PVC to DIP. Please confirm. If DIP is proposed, please ensure all DIP sanitary sewer lines have the appropriate interior and exterior coatings with a note on the plans as described in Port Wentworth specification Section 02532.

Plan Sheets Comments

1. Pursuant to Section 3.1 of the Port Wentworth CDM, the drawings must be on a scale between 1" = 10'-0" and 1" = 50'-0". Please revise.
2. Provide a project map indexing the orientation of the sheets with match lines pursuant to Section 3.1 of the CDM.
3. Include all existing block and tax map numbers as well as the name of subdivision/property owners adjoining the property on the plans pursuant to Section 3.1 of the CDM. Some of this information appears to be missing.
4. Ensure tree yards and sidewalk widths meet the minimum requirements as outlined in the Master Plan Overlay requirements in Section 5.2, Appendix B of the Port Wentworth Code of Ordinances.
5. Pursuant to Section 3.1.11 in the Master Plan Overlay requirements in Section 5.2, Appendix B of the Port Wentworth Code of Ordinances, the maximum width of lots must be 75' and the maximum depth must be 125'. It appears that some of the proposed lots exceed these dimensions. Please explain or revise.
6. Provide a tree survey and ensure tree protection requirements are met as outlined in Section 4.2 in the Master Plan Overlay requirements of Section 5.2, Appendix B of the Port Wentworth Code of Ordinances.
7. Note that all street names within a subdivision shall be approved by the Manger and Council, pursuant to Section 15.3-2.1(k) in Appendix B of the Port Wentworth Code of Ordinances.

8. Pursuant to Section 15.3-2.1(f) in Appendix B of the Port Wentworth Code of Ordinances, dimension the centerline radius of all curvilinear streets and lot line radius at intersecting streets to ensure the minimum radius is satisfied.
9. Please note temporary dead-end streets shall meet requirements for design, maintenance, and removal as approved by the Mayor and Council pursuant to Section 15.3-2.1(h) in Appendix B of the Port Wentworth Code of Ordinances.
10. Ensure street name markers are installed at all street intersections per City specifications pursuant to Section 15.3-2.1(n) in Appendix B of the Port Wentworth Code of Ordinances.
11. Provide a certification from the developer's engineer that the subdivision will drain adequately as listed in Section 15.3-2.2 in Appendix B of the Port Wentworth Code of Ordinances.
12. Please note that monuments shall be set at each street corner and at all points of curvature in each street, and all interior lot corners of subdivisions pursuant to Section 15.3-6 of Appendix B in the Port Wentworth Code of Ordinances.
13. Please provide at least two benchmarks at opposite corners of the property being subdivided pursuant to Section 15.3-8 of Appendix B in the Port Wentworth Code of Ordinances.
14. It appears that there is an existing "30' utility easement" and "100' Savannah Electric & Power Co. & City of Savannah Water Main Easement" where lots, ponds, roads, and utilities are proposed. Please clarify if any utilities are proposed to be removed/relocated and provide encroachment approval for all entities that maintain an easement that will be encroached upon as a result of the proposed development.
15. Provide details for any proposed meters and backflow prevention devices as well as the proposed blow off valves, sub-grade drains, manhole connections, tee restraints, flared end sections (SD-11), inlet frame & cover (SD-5), flap gates, and control structure.
16. Label all proposed utility easements, building lines, etc. on the plans. It is unclear what some of the proposed linework on the plans is representing.

Site Lighting Comments

1. The provided lighting plan states the layout is not valid without an executed lighting agreement from Georgia Power. Provide a valid site lighting plan with the referenced lighting agreement from Georgia Power.
2. Provide details for the proposed lighting fixtures that meet the requirements in Section 20-64 of the Port Wentworth Code of Ordinances.

Paving, Signage, and Parking Comments

1. Applicant shall ensure construction of sidewalks, ADA parking, and accessible routes are in conformance with federal ADA standards, latest edition.
2. Any proposed signage will require a separate permit as outlined in Section 19.1–3 of Port Wentworth Code of Ordinances.
3. Any proposed buildings will require a building permit as outlined in Section 7.3, Appendix B of Port Wentworth Code of Ordinances.
4. The grading for Pond #2 does not appear to include the emergency spillway called out, and the contours appear to abruptly end without tying out to existing contours. Please revise.

Thank you for your attention to this project. If there are any questions or comments, please feel free to call us at (912) 234–5300.

Sincerely,

THOMAS & HUTTON


Darby Burk



Planning Commission
305 South Coastal Highway
Port Wentworth, GA 31407

Meeting: 02/14/22 06:30 PM
Department: Development Services
Category: Planning/Zoning Item
Prepared By: Melanie Ellis
Department Head: Brian Harvey

ADOPTED

AGENDA ITEM (ID # 2603)

DOC ID: 2603

Site Plan Review Application submitted by Phillip McCorkle, McCorkle, Johnson & McCoy LLP., of behalf of LRE Crossgate North, LLC., for PIN # 7-0035-01-007 (Northeast corner of Crossgate Rd & Jimmy Deloach Parkway) for a General Development Site Plan to allow a warehouse development in a P-I-1 (Planned Industrial) Zoning District

Issue / Item: Site Plan Review Application submitted by Phillip McCorkle, McCorkle, Johnson & McCoy LLP., of behalf of LRE Crossgate North, LLC., for PIN # 7-0035-01-007 (Northeast corner of Crossgate Rd & Jimmy Deloach Parkway) for a General Development Site Plan to allow a warehouse development in a P-I-1 (Planned Industrial) Zoning District

Background: The subject property is currently vacant woodland. There are no buildings or structures on the subject property.

Facts and Findings: The proposed project consist of a 332,450 s.f. warehouse and a 96,250 s.f. warehouse with associated parking, utilities, drainage and infrastructure improvements. The entrance will be located off of Crossgate Road. The applicant provided a Traffic Impact Analysis with the general development plan. The Traffic Impact Analysis is currently under review by City Engineer's T. R. Long Engineering.

Funding: N/A

Recommendation: The Planning Commission will hear this application on Monday, February 14, 2022 at 6:30 PM.

COMMENTS - Current Meeting:

The applicant, Phillip McCorkle, was present and gave a brief presentation of the project. Commissioner Morris asked if there would be a stop sign at the intersection of the project and Crossgate Road. Mr. McCorkle responded there would be a stop sign. Commissioner Hester asked if the proposed berm would affect the natural flow of water and would it affect flooding in the neighborhood. Jason Chambless, Thomas & Hutton, responded they would consider all the drainage when designing the site plan. Commissioner Rolf asked if the speed limit could be reduced due to the number of car parking spaces that is required by this development. Mr. McCorkle responded that would be a City decision. There were no public comments. Commissioner Franklin made a motion to approve the application. Commissioner Herrin seconded the motion to approve. The vote was unanimous.

ATTACHMENTS:

- 7-0035-01-007 Project 350k and 96k warehouse General Site Plan Feb 22 - Application (PDF)
- 7-0035-01-007 Project 350k and 96k warehouse General Site Plan Feb 22 - Timeline (DOCX)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rosetta Franklin, Planning Commissioner
SECONDER:	Bill Herrin, Planning Commissioner
AYES:	Herrin, Franklin, Rollf, Morris, Hester, Sopson

City of Port Wentworth
7224 Highway 21 Port Wentworth Georgia 31407 912-999-2084

Site Plan Review Application

Site Plan Application is required for all new construction in a "P" or "MPO" zone as defined in the Zoning Ordinance of the City of Port Wentworth.

Site Plan Type (Check One): ☒ General / Concept ☐ Specific Development
Site Plan Address: Northeast corner of Crossgate Road and Jimmy Deloach Parkway
PIN #(s): 7-0035-01-007
Zoning: P-I-1 Estimated Cost of Construction: \$ 20,000,000.00
Type of Construction: _____

Applicant's Name: Phillip R. McCorkle
Mailing Address: McCorkle, Johnson & McCoy, LLP, 319 Tattnall Street, Savannah, Georgia 31401

Phone #: (912) 232-6000 Email: prm@mccorklejohnson.com

Owner's Name (If Different from Applicant): LRE Crossgate North, LLC
Mailing Address: 2 Cooper Street, 10th Floor
Camden, New Jersey 08102
Phone #: (856) 993-6891 Email: michael.landsburg@nfiindustries.com

I hereby acknowledge that the above information is true and correct.



Applicant's Signature

1/11/22
Date



Owner's Signature (If Different from Applicant)

January 11, 2022
Date

Please see page 2 for required submittal checklist

Site Plan Review Application Submittal Checklist

Documentation below is required for a complete submittal.

- ☒ Signed and Completed Application
- ☒ 3 Full size sets of site plan civil drawings or concept plan (depending on type of site plan)
- ☒ 15 half size (11" X 17") sets of site plan civil drawings or concept plan (depending on type of site plan)
- ☐ 2 copies of hydrology reports (if applicable)
- ☒ Names, mailing address, and PIN number of all property owners within 250 feet of all property lines
- ☒ 1 8 1/2" X 11" of site plan civil drawings or concept plan (depending on type of site plan)
- ☒ PDF of entire submittal (either flash drive or CD)
- ☐ Other Engineering details or reports may be required once submittal has been received
- ☒ Site plan review fee check
 - o No Land Disturbance- \$206.00 Site Plan Fee + \$50.00 Admin Fee = Total \$256.00
 - o With Land Disturbance - \$836.00 Site Plan Fee + \$50.00 Admin Fee = Total \$886.00

Additional Fee Statement: If engineer review cost to the City exceeds the site plan review fee that is paid at the time of initial application submittal, you may be required to pay additional review cost.

I have read and agree to the above additional fee statement



Applicant's Signature



Date

Property Owners Within 250 Feet
(As Requested by the Application Form)

Name: NRPH, Inc.
PIN: 70035 01005
Property Address: 1000 Crossgate Road
Port Wentworth, Georgia 31407
Mailing Address: NRPH, Inc.
c/o Noritake Co., Inc.
15-22 Fair Lawn Avenue. Suite 2A
Fair Lawn, New Jersey 07410

Name: Georgia Power Company
PIN: 70035 01006
Property Address: Highway 21
Port Wentworth, Georgia 31407
Mailing Address: Georgia Power Company
Tax Department Bin 10120
241 Ralph McGill Boulevard NE
Atlanta, Georgia 30308

Name: Stravinski Development Group, LLC
PIN: 70033 01004
Property Address: Crossgate Road
Port Wentworth, Georgia 31407
Mailing Address: Stravinski Development Group, LLC
413 W. Yosemite Avenue, Suite 105
Madera, California 93637

Name: Southern Region Industrial Realty, Inc.
PIN: 70009 01001
Property Address: Birkenhead Street
Port Wentworth, Georgia 31407
Mailing Address: Southern Region Industrial Realty, Inc.
c/o Norfolk Southern Tax Department
Attn: Braulia Charris
3 Commercial Place, Unit 209
Norfolk, Virginia 23510

Name: Southern Region Industrial Realty, Inc.
PIN: 70009 01002
Property Address: Coastal Highway
Port Wentworth, Georgia 31407
Mailing Address: Southern Region Industrial Realty, Inc.
c/o Norfolk Southern Tax Department
Attn: Braulia Charris
3 Commercial Place, Unit 209

Property Owners Within 250 Feet
(As Requested by the Application Form)

Norfolk, Virginia 23510

Name: Southern Region Industrial Realty, Inc.
PIN: 70010 01001
Property Address: Dorset Road
Port Wentworth, Georgia 31407
Mailing Address: Southern Region Industrial Realty, Inc.
c/o Norfolk Southern Tax Department
3 Commercial Place, Unit 209
Norfolk, Virginia 23510

Name: Crossgate Industrial Investors, LLC
PIN: 70035 01008
Property Address: 1500 Crossgate Road
Port Wentworth, Georgia 31407
Mailing Address: Crossgate Industrial Investors, LLC
1776 Peachtree Street NW, Suite 100
Atlanta, Georgia 30309

Name: Savannah Economic Development Authority
PIN: 70033 01005
Property Address: 1501 Crossgate Road
Port Wentworth, Georgia 31407
Mailing Address: Savannah Economic Development Authority
131 Hutchinson Island Road
Savannah, Georgia 31421

Name: Savannah Economic Development Authority
PIN: 70009 02002
Property Address: 1 Birkenhead Street
Port Wentworth, Georgia 31407
Mailing Address: Savannah Economic Development Authority
131 Hutchinson Island Road
Savannah, Georgia 31421

Name: Kelly Laperal Gunn
PIN: 70008 03037
Property Address: 60 Warren Drive
Port Wentworth, Georgia 31407
Mailing Address: Kelly Laperal Gunn
117 Wren Court
Savannah, Georgia 31419

Name: Johnny R. Berry
PIN: 70008 03036

Property Owners Within 250 Feet
(As Requested by the Application Form)

Property Address: 58 Warren Drive
Port Wentworth, Georgia 31407

Mailing Address: Johnny R. Berry
215 Shearhouse Road
Guyton, Georgia 31312

Name: Cynthia D. Gunn & Kelly L. Gunn
PIN: 70008 03035
Property Address: 56 Warren Drive
Port Wentworth, Georgia 31407

Mailing Address: Cynthia D. Gunn & Kelly L. Gunn
117 Wren Court
Savannah, Georgia 31419

Name: Daniel E. McMahon
PIN: 70008 03034
Property Address: 54 Warren Drive
Port Wentworth, Georgia 31407

Mailing Address: Daniel E. McMahon
54 Warren Drive
Savannah, Georgia 31407

Name: John Patrick Cooper
PIN: 70008 03033
Property Address: 52 Warren Drive
Port Wentworth, Georgia 31407

Mailing Address: John Patrick Cooper
52 Warren Drive
Port Wentworth, Georgia 31407

Name: Julia McCaskle & Sarah Harris
PIN: 70010 18008
Property Address: 101 Gordon Street
Port Wentworth, Georgia 31407

Mailing Address: Julia McCaskle & Sarah Harris
2059 Lilac Court, Apt. A
Augusta, Georgia 30905

Name: Robert Ewing Hendrick, Jr.
PIN: 70010 18007
Property Address: 103 Gordon Street
Port Wentworth, Georgia 31407

Mailing Address: Robert Ewing Hendrick, Jr.
103 Gordon Street
Port Wentworth, Georgia 31407

Property Owners Within 250 Feet
(As Requested by the Application Form)

Name: Gary Wilson Norton & Donna Norton
PIN: 70010 18006
Property Address: 105 Gordon Street
Port Wentworth, Georgia 31407
Mailing Address: Gary Wilson Norton & Donna Norton
105 Gordon Street
Port Wentworth, Georgia 31407

Name: Karen D. Partain & Edith F. Partain
PIN: 70010 18005
Property Address: 107 Gordon Road
Port Wentworth, Georgia 31407
Mailing Address: Karen D. Partain & Edith F. Partain
107 Gordon Road
Port Wentworth, Georgia 31407

Name: Julie Stallings Perry
PIN: 70010 18004
Property Address: 109 Gordon Street
Port Wentworth, Georgia 31407
Mailing Address: Julie Stallings Perry
109 Gordon Street
Port Wentworth, Georgia 31407

Name: Jacqueline Watson
PIN: 70010 18003
Property Address: 111 Gordon Street
Port Wentworth, Georgia 31407
Mailing Address: Jacqueline Watson
111 Gordon Street
Port Wentworth, Georgia 31407

Name: Pamela Brownfield
PIN: 70010 18002
Property Address: 113 Gordon Street
Port Wentworth, Georgia 31407
Mailing Address: Pamela Brownfield
113 Gordon Street
Port Wentworth, Georgia 31407

Name: Owen E. McIntosh, Sr. & Erma J. McIntosh
PIN: 70010 18001
Property Address: 115 Gordon Street
Port Wentworth, Georgia 31407

Property Owners Within 250 Feet
(As Requested by the Application Form)

Mailing Address: Owen E. McIntosh, Sr. & Erma J. McIntosh
115 Gordon Street
Port Wentworth, Georgia 31407

Name: Real Life Christian Fellowship Church
PIN: 70013 03010
Property Address: 841 Crossgate Road
Port Wentworth, Georgia 31407
Mailing Address: Real Life Christian Fellowship Church
P.O. Box 18344
Garden City, Georgia 31408

Name: Real Life Christian Fellowship Church
PIN: 70013 03001
Property Address: 841 Crossgate Road
Port Wentworth, Georgia 31407
Mailing Address: Real Life Christian Fellowship Church
P.O. Box 18344
Garden City, Georgia 31408

Name: Hugh Vernon Morris
PIN: 70013 03002
Property Address: 908 Akin Drive
Port Wentworth, Georgia 31407
Mailing Address: Hugh Vernon Morris
908 Akin Drive
Port Wentworth, Georgia 31407

Name: Robert M. Schoenbeck & Shannon M. Tomlinson
PIN: 70013 03009
Property Address: 829 Crossgate Road
Port Wentworth, Georgia 31407
Mailing Address: Robert M. Schoenbeck & Shannon M. Tomlinson
829 Crossgate Road
Port Wentworth, Georgia 31407

Name: Wanda D. Rolf
PIN: 70010 17017
Property Address: 836 Crossgate Road
Port Wentworth, Georgia 31407
Mailing Address: Wanda D. Rolf
836 Crossgate Road
Port Wentworth, Georgia 31407

Name: Brad Derek Coleman & Harris H. Moore, Jr.

Property Owners Within 250 Feet
(As Requested by the Application Form)

PIN: 70010 17016
Property Address: 114 Gordon Street
Port Wentworth, Georgia 31407
Mailing Address: Brad Derek Coleman & Harris H. Moore, Jr.
P.O. Box 525
Springfield, Georgia 31329

Name: Edna Dollie Dixon
PIN: 70010 17015
Property Address: 112 Gordon Street
Port Wentworth, Georgia 31407
Mailing Address: Edna Dollie Dixon
112 Gordon Street
Port Wentworth, Georgia 31407

Name: Richard Henry Chester
PIN: 70010 17014
Property Address: 110 Gordon Street
Port Wentworth, Georgia 31407
Mailing Address: Richard Henry Chester
110 Gordon Street
Port Wentworth, Georgia 31407

Name: Teresa A. Strickland
PIN: 70010 17013
Property Address: 108 Gordon Street
Port Wentworth, Georgia 31407
Mailing Address: Teresa A. Strickland
108 Gordon Street
Port Wentworth, Georgia 31407

Name: Jack G. Rigdon
PIN: 70010 17012
Property Address: 106 Gordon Street
Port Wentworth, Georgia 31407
Mailing Address: Jack G. Rigdon
106 Gordon Street
Port Wentworth, Georgia 31407

Name: George Litzinger & Carol Litzinger
PIN: 70010 17011
Property Address: 104 Gordon Street
Port Wentworth, Georgia 31407
Mailing Address: George Litzinger & Carol Litzinger
104 Gordon Street

Property Owners Within 250 Feet
(As Requested by the Application Form)

Port Wentworth, Georgia 31407

Name: Jeremy Hendrix
PIN: 70010 17010
Property Address: 102 Gordon Street
Port Wentworth, Georgia 31407
Mailing Address: Jeremy Hendrix
102 Gordon Street
Port Wentworth, Georgia 31407

CITY OF PORT WENTWORTH
(912) 964-4379

REC#: 00340758 1/14/2022 2:59 PM
OPER: ME TERM: 011
REF#: CK 3255

TRAN: 112.0000 BLDG PERMIT
220061 886.00CR
LRE CROSSGATE NORTH, LLC
7-0035-01-007
DEV-SPR 886.00CR

TENDERED: 886.00 CHECK
APPLIED: 886.00-

CHANGE: 0.00

WWW.CITYOFPORTWENTWORTH.COM



TO: Mayor and City Council of the City of Port Wentworth

FROM: Scott C. Robichaux, Interim City Attorney

DATE: March 8, 2022, for the City Council Meeting on March 8, 2022

ITEM: Resolution to Amend the Zoning Ordinance for Approval of Final Plats

BACKGROUND:

This Agenda Memo is regarding a request to amend the City's Zoning Ordinance with respect to review and approval of final plats. The City Attorney's Office does not take a position or make a recommendation on whether to adopt or reject these proposed changes.

DISCUSSION:

Port Wentworth City Code, Appendix B – Zoning is the City's Zoning Ordinance. Article XV deals with Subdivision Regulations, and specifically Section 15.4 et. seq. deals with various aspects of plat submissions, reviews, and approvals. The changes put forth by this Agenda Memo and accompanying Resolution do not affect the process or submission, review, or approval of preliminary plats. The changes put forth by this Agenda Memo and accompanying Resolution also do not affect the Planning Commission's role in recommending approval of final plats. The changes put forth would amend the current code from requiring Mayor and City Council's approval of a final plat to placing that final approval with the City Manager.

This Resolution may not be voted upon at the March 8, 2022 Meeting. This Resolution will take two readings, require enhanced notice before the final reading pursuant to O.C.G.A. § 33-66-4 (at least 15 days' notice for a hearing resulting in a change in the zoning ordinance), and enhanced public comment pursuant to O.C.G.A. § 36-66-4 (set minimum time period of equal time for proponents and opponents of change, with a minimum of 10 minutes per side). In addition, the Zoning Ordinance, Sec. 15.8 requires amendments to the Zoning Ordinance to be submitted to the Planning Commission for review and recommendation prior to enactment.

ATTACHMENTS:

- 1) Resolution to Amend Zoning Ordinance
- 2) Redline changes to existing Zoning Ordinance

STATE OF GEORGIA
COUNTY OF CHATHAM
CITY OF PORT WENTWORTH

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE
CITY OF PORT WENTWORTH TO AMEND THE ZONING ORDINANCE
REGARDING APPROVAL OF FINAL PLATS**

WHEREAS, it is necessary from time to time to modify the City's ordinances; and

WHEREAS, the administrative approval process for neighborhood plats has not been updated in over approximately 4 years; and

WHEREAS, the City of Port Wentworth experienced fantastic population growth from the 2010 to the 2020 census, seeing a 103% increase in overall population; and

WHEREAS, the Mayor and City Council desire to foster and promote new construction, especially of neighborhoods, in the City; and

WHEREAS, the Mayor and City Council desire to foster and promote business in the City by cutting 'red tape' and, where prudent, streamlining processes in the City;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Port Wentworth, while in regular session on _____, that:

The Code of Ordinance, Appendix B – Zoning is amended to read as follows:

- **Section 15.4 - Administrative Agency.**

- 15.4-1

- Administration.* The Mayor and Council and the City Planning Commission shall administer this ordinance. It shall be the duty of the Planning Commission to inspect sketch plans and to suggest changes which should be made in the proposed design of a subdivision to insure the approval of the preliminary plat. It shall be the duty of the Planning Commission to inspect preliminary plats and to recommend approval or disapproval of such plats. It shall be the duty of the Planning Commission to inspect final plats and the information submitted with such final plats, and to recommend approval of such final plats when the requirements of this ordinance have been met and to recommend disapproval of such final plats when the requirements of this ordinance have not been met. When the Planning Commission acts on a preliminary plat it shall forward it to the Mayor and Council with its recommendations. When the Planning Commission acts on a final plat it shall forward it to the City Manager with its recommendations.

- **Section 15.5 - Procedure on Plats.**

- ...

15.5-4

Final Plat. Before a plat of a subdivision is recorded with the Clerk of the Superior Court of Chatham County and the lots thereon offered for sale, an original and four (4) prints of a final plat showing the final design of the subdivision shall be submitted to the Planning Commission for review. Until a final plat of a subdivision has been submitted to and reviewed by the Planning Commission and approved and signed by the City Manager, the Clerk of Superior Court of Chatham County shall not record the plat of such subdivision, nor shall the owner or agent of such subdivision be authorized to transfer or sell any of the land within such subdivision by reference to a plat. For large subdivisions the final plat may be submitted for approval progressively in contiguous sections satisfactory to the Planning Commission.

...

15.5-4.5

If the Planning Commission finds that all the requirements of this ordinance have been met, it shall recommend approval of the final plat and submit such plat to the City Manager. If the Planning Commission finds that all the requirements of this ordinance have not been met, and after deficiencies have been discussed and reviewed with the developer, and the developer given a period of time which shall not exceed ninety (90) business days to take corrective action, then the Planning Commission shall recommend disapproval of the final plat to the City Manager and shall set forth its reasons for such recommendation in writing. Except where an extension of time is authorized by the applicant for final plat review, the Planning Commission shall have thirty (30) business days from the date of the submittal of a final plat to the City Manager to approve or disapprove the final plat. Unless such action is taken within such thirty-day period, then such plat shall be deemed to have received a recommendation for approval from the Planning Commission and the City Manager may take final action on such plat without waiting further for the recommendations of the Planning Commission.

...

15.5-5

...

(b)

Minor Revisions: Proposed revisions to a recorded plat which do not alter or change in any way the street and/or utility layout of said plat shall be submitted as follows: The subdivider shall file with the Planning Commission four (4) copies of the original plat with all minor revisions shown in red. The plats shall be accompanied by a statement signed by all affected property owners acknowledging their awareness and approval of the revisions. Proposed revisions shall be reviewed by the Planning Commission. Upon a finding that revisions comply with all applicable regulations, the revised plats shall be submitted to the City Manager for approval. One (1) copy of the approved plat shall be recorded and one (1) copy shall be attached to the originally recorded plat as part of the public record.

15.5-6

Minor Subdivision. Minor subdivisions may be submitted as final plats, and shall comply with the requirements of these regulations, including minimum finished floor elevation requirements, with the following exceptions:

(a)

Minor subdivisions shall be processed as major subdivisions if requested by either the Planning Commission or the City Manager.

(b)

Topographic information shall not be required unless specifically requested by the Planning Commission or the City Manager.

...

(d)

The developer shall submit a drainage plan for approval if requested by the Planning Commission or the City Manager.

(e)

Provided that where a series of minor subdivisions are developed or proposed immediately adjacent to one another, the Planning Commission or City Manager may require the developer to comply with the procedures for major subdivisions.

...

- **Section 15.6 - Exemptions and Modifications.**

...

15.6-3

Variance. When a peculiar shape, or the topography of a tract of land, or other unusual condition, makes it impractical for a developer to comply with the literal interpretations of the design requirements of this ordinance, the City Manager, following a recommendation of the Planning Commission, may approve variances to these regulations; provided, however, that in so doing the intent and purpose of this ordinance are not violated.

RESOLVED this the _____.

Approved:

Gary Norton, Mayor

Attest:

Clerk, or City Staff

**STATE OF GEORGIA
COUNTY OF CHATHAM
CITY OF PORT WENTWORTH**

**A RESOLUTION OF THE PORT WENTWORTH CITY COUNCIL
REGARDING STAFFING VACANCIES AT CITY HALL**

WHEREAS, City Council is aware of staffing issues and shortages at City Hall; and

WHEREAS, City Council is also aware of multiple and conflicting news stories surrounding City staff resignations and vacancies; and

WHEREAS, City Council wishes to inform the public of the facts and set the record straight with respect to the staffing issues currently affecting City Hall and City operations; and

WHEREAS, on July 29, 2020 the City's new Charter went into effect, changing the form of city administration from a strong-mayor and weak-city manager to one of a weak-mayor and strong-city manager; and

WHEREAS, the election of November 2, 2021, the first election under the new Charter, saw three new councilmembers elected; and

WHEREAS, also with the election on November 2, 2021, the Mayor was re-elected in an unopposed election where his only opposition was disqualified by the Chatham County Board of Elections; and

WHEREAS, the facts surrounding the staffing resignations, shortages, and vacancies affecting City Hall and City operations are as follows:

1. On December 24, 2021, the City Attorney, Mr. James L. Coursey, Jr., delivered his resignation to the Mayor and City Manager, Mr. Edwin Booth, effective December 31. City Council was not notified of Mr. Coursey's resignation until January 3, 2022;
2. On January 6, 2022, the newly elected City Council was sworn in. This new City Council included three (3) new Council Members. The Mayor was re-elected in an unopposed election where his only opposition was disqualified by the Chatham County Board of Elections;
3. On January 14, 2022, the Director of Human Resources submitted their resignation letter to the City Manager, Mr. Edwin Booth, effective February 11. This individual cross-trained a replacement prior to leaving, and Mayor and City Council were aware of this resignation prior to February 11;

4. On January 26, 2022, a Municipal Clerk I submitted their resignation letter to Clerk of Council, Ms. Shanta Scarboro, effective February 11;
5. On January 27, 2022, the City Manager, Mr. Edwin Booth, submitted his resignation letter, effective February 27. In his letter, Mr. Booth states that he has vacation from February 14 through the end of February. City Council was not notified of Mr. Booth's resignation until the February 9 Council Meeting;
6. On January 28, 2022, the Clerk of Council, Ms. Shanta Scarboro, submitted her resignation letter to Mr. Booth, effective February 11;
7. On January 28, 2022, the City Accountant, Mr. Tomi Rikken, submitted his resignation letter to Mr. Booth, effective February 11;
8. On January 28, 2022, the Accounts Receivable Clerk submitted their resignation letter, effective on February 11;
9. On February 2, 2022, Mr. Joseph B. Ervin was sworn in as Interim City Attorney;
10. On Wednesday February 9, 2022, the City Manager, Mr. Booth, informed the City Council of his resignation during a City Council meeting. Mr. Booth was scheduled to start a two-week vacation on Monday February 14. At the February 9 Meeting, after a heated discussion with Council regarding the new City Charter, Mr. Booth stated, "Right now, I am going to tell you that I tendered my resignation as of the 27th of January, after that last Council meeting." Mr. Booth did not notify Council of any of the other resignations of which he was aware would happen in two days, on Friday February 11;
11. On February 11, 2022 the following staff resigned from and left City Hall: Director of Human Resources, Clerk of Council, City Accountant, Municipal Clerk I, and Accounts Receivable Clerk;
12. After the February 11 resignations, only one staff remained at City Hall: an Accounts Payable Clerk;
13. On February 14, 2022, Port Wentworth Police Chief Matt Libby was sworn in as Interim City Manager;
14. On February 17, 2022, the Interim City Manager, Matt Libby, after serving less than a week, resigned from the Interim City Manager position and returned to his position as Police Chief;
15. On February 23, 2022, the Interim City Attorney, Joseph B. Ervin, after serving less than a month, submitted his resignation to the Mayor and City Council, effective immediately;

16. On February 24, 2022, Mr. Steve Davis was sworn in as Interim City Manager;
17. On February 24, 2022, Mr. Scott C. Robichaux was sworn in as Interim City Attorney;
18. During the week of February 28 through March 4, Interim City Manager Mr. Davis hired two clerks for City Hall and reorganized other staff to ensure smooth and consistent functioning at City Hall and for City operations; and

WHEREFORE, prior to the February 24, 2022 Council Meeting, the City Council recognized the need for City staff and leadership, and so appointed the roles of Interim City Manager and Interim City Attorney;

WHEREFORE, it is critical to City Hall and City operations to quickly fill the current staffing vacancies with qualified individuals to ensure the citizens of Port Wentworth have the highest quality of local government possible.

NOW, THEREFORE, BE IT RESOLVED by the City Council of City of Port Wentworth, Georgia, while in regular session on March 8, 2022, at 7:00 p.m. as follows:

1. The City Manager and City staff shall take such actions deemed necessary or advisable to continue addressing the staffing issues facing the City.

RESOLVED this the 8th day of March, 2022.

Approved:

Gary Norton, Mayor

Thomas Barbee, Mayor Pro Tem

Jo Smith, Council Member, At-Large

Gabrielle Nelson, Council Member, District 1

Mark Stephens, Council Member, District 2

Rufus Bright, Council Member, District 3

Glenn Jones, Council Member, District 4

Attest:

Clerk, or City Staff

**STATE OF GEORGIA
COUNTY OF CHATHAM
CITY OF PORT WENTWORTH**

**A RESOLUTION OF THE PORT WENTWORTH CITY COUNCIL
OPPOSING DISSOLUTION OF THE CITY**

WHEREAS, in 2020 the Georgia Legislature passed HB1175, with an effective date of July 29, 2020, providing for a new charter for the City of Port Wentworth; and

WHEREAS, prior to HB 1175, the City of Port Wentworth was a strong-mayor and weak-city manager form of city administration; and

WHEREAS, HB 1175 changed the form of city administration to a weak-mayor and strong-city manager; and

WHEREAS, the election on November 2, 2021 saw three new Council Members elected; and

WHEREAS, also with the election on November 2, 2021, the Mayor was re-elected in an unopposed election where his only opposition was disqualified by the Chatham County Board of Elections; and

WHEREAS, the outcome of the November 2, 2021 election resulted in the first majority-minority City Council in the City's history, which dates back to 1733 and incorporated in 1957, with 4 of the 6 Councilmembers as African American; and

WHEREAS, the last ten years has seen tremendous growth and opportunity for the City, with the population rising from 5,359 in 2010 to 10,878 in 2020; and

WHEREAS, the last ten years has also seen the makeup of the City change, most notably moving from 61% white and 31% African American in 2010 to 37% white and 47% African American in 2020; and

WHEREAS, City Council is aware of and is addressing the staff vacancies and issues currently facing the City, and passes contemporaneous with this Resolution a separate Resolution specifically outlining the facts of the current staffing situation; and

WHEREAS, the City currently has over 100 full- and part-time employees in various departments, including the Police Department, Public Services, Planning and Development, Billing, Permitting, Sanitation, Water and Sewer, and others; and

WHEREAS, the City currently has dozens of projects under review and development for economic growth and quality of life improvements; and

WHEREAS, the City has public lands it and the citizens are proud of, including a Community Center, a Senior Center, a Boat Ramp, 4 Neighborhood Parks, and a Gymnasium.

NOW, THEREFORE, BE IT RESOLVED by the City Council of City of Port Wentworth, Georgia, while in regular session on March 8, 2022, at 7:00 p.m. as follows:

1. The Mayor and City Council are opposed to dissolving or otherwise disbanding the City of Port Wentworth.
2. The Mayor, City Council, and City staff are working diligently to create a government of the people, by the people, and for the people to enhance the lives of everyone in Port Wentworth and to grow the City's opportunities.
3. The Mayor, City Council, and City staff believe in representative government that allows for new economic and cultural opportunities, as well as celebrating our military and history with events like Stand Up For America Day.
4. The Mayor, City Council, and City staff shall take such actions deemed necessary or advisable to further promote the progress of the City and enhance the lives and communities of the people of the City of Port Wentworth.

RESOLVED this the 8th day of March, 2022.

Approved:

Gary Norton, Mayor

Thomas Barbee, Mayor Pro Tem

Jo Smith, Council Member, At-Large

Gabrielle Nelson, Council Member, District 1

Mark Stephens, Council Member, District 2

Rufus Bright, Council Member, District 3

Glenn Jones, Council Member, District 4

Attest:

Clerk, or City Staff

STATE OF GEORGIA
COUNTY OF CHATHAM
CITY OF PORT WENTWORTH

**A RESOLUTION OF THE PORT WENTWORTH CITY COUNCIL
REGARDING 2022 CITY COUNCIL MEETINGS**

WHEREAS, City Council considered and approved procedural and parliamentary rules for city council meetings at the February 24, 2022 City Council Meeting; and

WHEREAS, City Council approved holding Regular Meetings on the fourth Thursday of each month, and the second Tuesday of odd numbered months; and

WHEREAS, from time to time holidays or other events may necessitate rescheduling such Regular City Council Meetings; and

WHEREAS, City Council desires to provide as much notice and clarity as possible to the citizens and public regarding public meetings; and

WHEREAS, City Council has determined that some of the Regular City Council Meeting dates should be rescheduled.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Port Wentworth, Georgia, while in regular session on March 8, 2022, at 7:00 p.m. as follows:

1. City Council affirms and adjusts the Regular Meeting Schedule for 2022 as follows:
 - a. Tuesday, March 8, 2022 – Regular Meeting
 - b. Thursday, March 24, 2022 – Regular Meeting
 - c. Thursday, April 28, 2022 – Regular Meeting
 - d. Tuesday, May 10, 2022 – Regular Meeting
 - e. Thursday, May 26, 2022 – Regular Meeting
 - f. Thursday, June 23, 2022 – Regular Meeting
 - g. Tuesday, July 12, 2022 – Regular Meeting
 - h. Thursday, July 28, 2022 – Regular Meeting
 - i. Thursday, August 25, 2022 – Regular Meeting
 - j. Tuesday, September 13, 2022 – Regular Meeting
 - k. Thursday, September 22, 2022 – Regular Meeting
 - l. Thursday, October 27, 2022 – Regular Meeting
 - m. Tuesday, November 8, 2022 – Cancelled and Rescheduled
 - n. Tuesday, November 15, 2022 – Rescheduled Regular Meeting
 - o. Thursday, November 24, 2022 – Cancelled and Rescheduled
 - p. Thursday, December 1, 2022 – Rescheduled Regular Meeting
 - q. Thursday, December 15, 2022 – Rescheduled Regular Meeting

r. Thursday, December 22, 2022 – Cancelled and Rescheduled

2. The City Manager and City staff shall take such actions deemed necessary or advisable to provide as much notice and clarity as possible to the citizens and public regarding public meetings.

RESOLVED this the 8th day of March, 2022.

Approved:

Gary Norton, Mayor

Attest:

Clerk, or City Staff