



**CITY OF KINGSLAND, GEORGIA
CITY COUNCIL
AGENDA • NOVEMBER 10, 2025**

Regular Meeting

City Council Chamber

6:00 PM

107 South Lee Street - City Hall, Kingsland, GA 31548

I. PUBLIC HEARING - STARTS AT 6:00PM

1. Public Hearing for the Purpose of Considering a Temporary Alcohol License for Alex Wong, owner of Outerbanks Seafood and Steaks

Alex Wong, owner of Outerbanks Seafood and Steaks, has applied for a temporary alcohol license for the sale of beer/wine/liquor by the drink at the Kingsland Catfish Festival to be held on November 21–22, 2025 in downtown Kingsland.

2. Public Hearing for the Purpose of Considering an Alcohol License for Amanda Sandlin with Texas Roadhouse Holdings, LLC.

Amanda Sandlin with Texas Roadhouse Holdings, LLC., has applied for an alcohol license for the sale of beer/wine/liquor by the drink to be consumed on the premises for the Texas Roadhouse restaurant located at 1508 Boone Street

II. CALL TO ORDER AND WELCOME GUESTS

III. ROLL CALL

Charles Grayson Day Jr., Mayor
Paul Chamberlin, Councilman
Farran Fullilove, Councilman
Kristy Chance, Councilwoman
Alex Blount, Mayor Pro Tem

IV. INVOCATION AND PLEDGE TO THE FLAG

V. CONSENT DOCKET

1. Approve the Council Minutes of the last regular Council Meeting
2. Approve the Agenda as Presented
3. Approve the Payments of Accounts Payable as Due and Funds Available

VI. GRANTING AUDIENCE TO THE PUBLIC

VII. OLD BUSINESS

VIII. PLANNING AND ZONING

1. Infrastructure Acceptance - Fiddler's Cove Phase 5
Ron Sawyer with Laurel Island Holdings, LLC has submitted a Quit-Claim Deed requesting

the City of Kingsland to accept all of the infrastructure along Presley Rose Drive within Fiddler's Cove Phase 5. The road will stay private and under the maintenance of the developer or H. O. A. The one-year warranty period ended on October 16, 2025. An inspection of the infrastructure was completed by the Planning Department and Public Works on October 8, 2025, and no issues were found. Zoning is PD/R-1.

Planning Commission recommends approval.

2. Home Occupation - 107 Ashton Lane - Parcel 108D 034

Kelly Martin has applied for a Home Occupation Permit for a business known as "Southern Grace Beads and Treats, LLC". The applicant has been notified and agrees to the requirements of a Home Occupation as noted in KLADO. Zoning is R-1.

Planning Commission recommends approval.

3. Home Occupation - 120 Lake Ashley Drive - Parcel 107J 035

Justin Horn has applied for a Home Occupation Permit for a business known as "Godspeed Motors Detailing, LLC". The applicant has been notified and agrees to the requirements of a Home Occupation as noted in KLADO. Zoning is PD/R-1.

Planning Commission recommends approval.

4. Home Occupation - 214 Lake Wisteria Drive - Parcel 107S 041

Calandra Washington has applied for a Home Occupation Permit for a business known as "Cal's Sweets, LLC". The applicant has been notified and agrees to the requirements of a Home Occupation as noted in KLADO. Zoning is PD/R-1.

Planning Commission recommends approval.

5. Home Occupation - 109 Castle Oak Court - Parcel 082H 031

Marvain White has applied for a Home Occupation Permit for a business known as "L & M Janitorial Service, LLC". The applicant has been notified and agrees to the requirements of a Home Occupation as noted in KLADO. Zoning is PD/R-1.

Planning Commission recommends approval.

IX. NEW BUSINESS

1. Approval of: Ordinance 2025-18 to adopt the Public-Private Partnership (P3) Guidelines

The proposed ordinance adopts the City of Kingsland Public-Private Partnership (P3) Guidelines, which outline procedures for proposal submission, evaluation criteria, risk assessment, contract negotiation, and long-term project oversight. The adoption of these guidelines ensures consistency, transparency, and compliance with applicable Georgia statutes governing public-private initiatives.

Staff recommends approval of the ordinance adopting the City of Kingsland Public-Private Partnership (P3) Guidelines.

2. Approval of: Amendment to an Existing Agreement with Tyler Technologies for Enterprise Fire Field Mobile with Advanced Mapping Upgrade

The amendment going forward allows for the contract to renew annually on October 1st to align with our fiscal year. This software upgrade was included in the budget. Year 1

implementation is \$30,730, recurring amount is \$14,603.

Staff recommends approval.

3. Approval of: Zoning Ordinance 2025-19 Amendment for Ground Banner Signs

Consideration of an amendment to the City of Kingsland Zoning Ordinance to allow each business located on a parcel with multiple businesses to display one ground banner sign.

Staff recommends approval.

4. Approval of: Temporary Alcohol License for Alex Wong, owner of Outerbanks Seafood and Steaks

Alex Wong, owner of Outerbanks Seafood and Steaks, has applied for a temporary alcohol license for the sale of beer/wine/liquor by the drink at the Kingsland Catfish Festival to be held on November 21–22, 2025 in downtown Kingsland.

5. Approval of: Alcohol License for Amanda Sandlin with Texas Roadhouse Holdings, LLC.

Amanda Sandlin with Texas Roadhouse Holdings, LLC., has applied for an alcohol license for the sale of beer/wine/liquor by the drink to be consumed on the premises for the Texas Roadhouse restaurant located at 1508 Boone Street

6. Approval of: Backflow Prevention Ordinance 2025-20 and Adopting Resolution

Consideration of an Ordinance and corresponding Resolution to establish a Backflow Prevention and Cross-Connection Control Program within the City of Kingsland's water system. The ordinance outlines requirements for installation, testing, maintenance, and recordkeeping of backflow prevention assemblies, and grants the City authority to enforce compliance.

Staff Recommends Approval

7. Bid Award: Purchase of two (2) Utility Body Trucks

Purchase of two (2) Utility Body Trucks for the Fleet Services Department.

Staff recommends low bid for gas-fueled 2025 RAM 2500 for \$61,301.50 from Jacksonville CDJR and low bid for diesel-fueled 2025 Ford F-250 for \$75,346.00 from Murray Ford of Kingsland.

8. Approval of: 2026 City's Contribution toward Employee Group Insurance

The City's contribution toward employee group insurance, as proposed in the current budget, provides for the City to absorb the 14% increase (employee and employer side) in premiums for the base plan and to contribute toward the buy-up plan up to the same dollar amount provided for the base plan.

Staff recommends approval.

X. MAYOR AND COUNCIL ANNOUNCEMENT

XI. ADJOURNED



The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development

Staff Report

Planning Commission Meeting Date: November 3, 2025

City Council Meeting Date: November 10, 2025

Agenda Item: Infrastructure Acceptance- Fiddler's Cove Phase 5

Summary:

Ron Sawyer with Laurel Island Holdings, LLC has submitted a Quit- Claim Deed requesting the City of Kingsland to accept the all of infrastructure along Presley Rose Drive within Fiddler's Cove Phase 5. The road will stay private and under the maintenance of the developer or H.O.A. The one-year warranty period ended on October 16, 2025. An inspection of the infrastructure was completed by the Planning Dept. and Public Works on October 8, 2025 and no issues were found. The submitted Quit Claim Deed is attached to this report.

Zoning: PD/R-1

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff Recommends approval

Scott L. Kimball

Planning Director

Please return to:
Kinney & Hendrix, LLC
Attorneys at Law
P. O. Box 7050
St. Marys, GA 31558
File No. 25-50599

STATE OF GEORGIA

COUNTY OF CAMDEN

QUIT-CLAIM DEED

THIS INDENTURE, made this 11th day of OCTOBER, 2025,
between, **Laurel Island Holdings, LLC**, a Georgia limited liability company,
and **Fiddler's Cove Property Owners Association, Inc.**, a Georgia nonprofit
corporation, of the first part, and the **City of Kingsland**, a municipal
corporation of the State of Georgia, of the second part.

WITNESSETH: That the said parties of the first part, for and in
consideration of the sum of \$10.00 and other valuable considerations in hand
paid, the receipt whereof is acknowledged, have bargained, sold, and by these
presents do remise, convey and forever QUIT CLAIM to the said party of the
second part, its successors and assigns, the following described infrastructure:

See Exhibit "A" attached hereto.

TO HAVE AND TO HOLD the said bargained premises to the said party of
the second part, so that neither the said parties of the first part nor their
successors and assigns, nor any other person or persons claiming under them

50599

shall at any time by any means or ways, have, claim or demand any right or title to the aforesaid described premises or appurtenances, or any rights thereof.

IN WITNESS WHEREOF, the said parties of the first part have hereunto set the hands and seals of their respective officers, the day and year above written.

Laurel Island Holdings, LLC,

By: Ronald H. Sawyer (SEAL)
Ronald H. Sawyer, its Manager

Signed, sealed, and delivered
in the presence of:

[Signature]

Witness

[Signature]

Notary Public



Fiddler's Cove Property Owners
Association, Inc.

By: Heather Beaton (SEAL)
Heather Beaton, its President

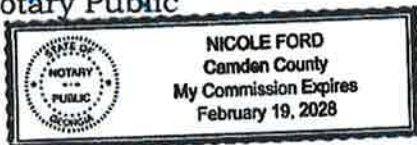
Signed, sealed, and delivered in the
presence of:

[Signature]

Witness

[Signature]

Notary Public



50599

Exhibit "A"

All of that certain water, sanitary sewer, storm sewer and storm drainage infrastructure lying and being in the 1606th G.M. District, City of Kingsland, Camden County, Georgia, more particularly described as follows:

All of the water, sanitary sewer, storm sewer and storm drainage infrastructure, **AND ONLY SAID WATER, SANITARY SEWER, STORM SEWER AND STORM DRAINAGE INFRASTRUCTURE**, lying within the right-of-way of Presley Rose Drive and the adjoining 5 foot wide easements for drainage and utilities as shown and described on that Map to Show Subdivision Plat of Fiddler's Cove, Phase 5 Replat, prepared by AKM Surveying Inc., dated May 12, 2025, and recorded at Plat Book 2025, page 81, Camden County, Georgia records, which plat is incorporated herein by reference.

SAID CONVEYANCE DOES NOT CONVEY THE FEE SIMPLE TITLE TO SAID PRESLEY ROSE DRIVE OR THE FEE SIMPLE TITLE TO THE PROPERTY OVER WHICH SAID EASEMENTS EXIST BUT, RATHER, THE TITLE TO THE AFORESAID INFRASTRUCTURE LYING WITHIN.

RESOLUTION ACCEPTING PROPERTY

WHEREAS, the City of Kingsland has previously approved the subdivision plat of Fiddler's Cove, Phase 5 Replat subdivision, as more fully and accurately shown and described on that certain plat of survey of same by AKM Surveying Inc., dated May 12, 2025, and recorded at Plat Book 2025, page 81, Camden County, Georgia Records.

WHEREAS, the water, sanitary sewer, storm sewer and storm drainage infrastructure required for said subdivision under ordinances of the City of Kingsland have been completed and accepted by the City of Kingsland; and

WHEREAS, Laurel Island Holdings, LLC and Fiddler's Cove Property Owners Association, Inc., have tendered to the City of Kingsland a deed conveying the following infrastructure in said subdivision:

All of that certain water, sanitary sewer, storm sewer and storm drainage infrastructure lying and being in the 1606th G.M. District, City of Kingsland, Camden County, Georgia, more particularly described as follows:

All of the water, sanitary sewer, storm sewer and storm drainage infrastructure, **AND ONLY SAID WATER, SANITARY SEWER, STORM SEWER AND STORM DRAINAGE INFRASTRUCTURE**, lying within the right-of-way of Presley Rose Drive and the adjoining 5 foot wide easements for drainage and utilities as shown and described on that Map to Show Subdivision Plat of Fiddler's Cove, Phase 5 Replat, prepared by AKM Surveying Inc., dated May 12, 2025, and recorded at Plat Book 2025, page 81, Camden County, Georgia records, which plat is incorporated herein by reference.

SAID CONVEYANCE DOES NOT CONVEY THE FEE SIMPLE TITLE TO SAID PRESLEY ROSE DRIVE OR THE FEE SIMPLE TITLE TO THE PROPERTY OVER WHICH SAID EASEMENTS EXIST BUT, RATHER, THE TITLE TO THE AFORESAID INFRASTRUCTURE LYING WITHIN.

which deed is acceptable to the City of Kingsland;

NOW, THEREFORE BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KINGSLAND, GEORGIA, that the deed from Laurel Island Holdings, LLC and Fiddler's Cove Property Owners Association, Inc., to the City

of Kingsland, Georgia, conveying the aforesaid infrastructure within the subdivision, dated 10/16/2025, is hereby accepted by the City of Kingsland.

THIS 10th day of November, 2025.

CITY OF KINGSLAND, GEORGIA

By: _____ (SEAL)
Its Mayor

Attest: _____ (SEAL)
Its Clerk

CLERK'S CERTIFICATE

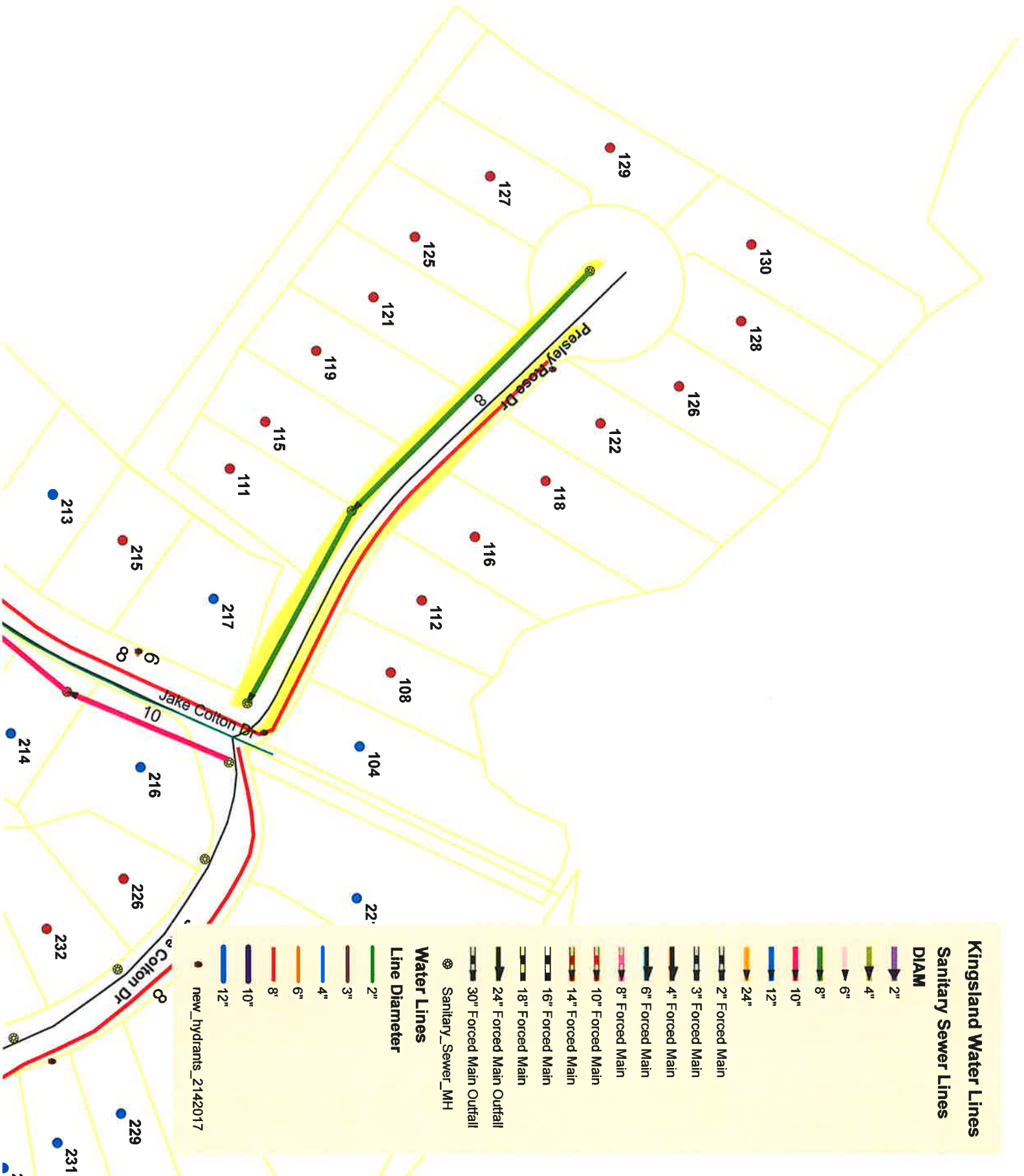
I, Jo Seigler, the duly appointed, qualified and acting Clerk of the City of Kingsland, Georgia, do hereby certify that the attached resolution was duly adopted by the Mayor and Council of the City of Kingsland, Georgia, at its regular meeting held on 11/10/205, 2025, and I do further certify that the copy of the resolution is a true and correct copy of said resolution adopted at said meeting and on file and of record.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said City this _____ day of _____, 2025.

Jo Seigler

Kingsland Water Lines Sanitary Sewer Lines DIAM

- 2"
- 4"
- 6"
- 8"
- 10"
- 12"
- 24"
- 2" Forced Main
- 3" Forced Main
- 4" Forced Main
- 6" Forced Main
- 8" Forced Main
- 10" Forced Main
- 14" Forced Main
- 16" Forced Main
- 18" Forced Main
- 24" Forced Main Outfall
- 30" Forced Main Outfall
- Sanitary_Sewer_MH
- Water Lines
- Line Diameter
- 2"
- 3"
- 4"
- 6"
- 8"
- 10"
- 12"
- new_hydrants_2142017





The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development Staff Report

Planning Commission Meeting Date: November 3, 2025

City Council Meeting Date: November 10, 2025

Agenda Item: Home Occupation- 107 Ashton Lane - Parcel # 108D034

Summary:

Kelly Martin has applied for a home occupation permit for a jewelry business known as “Southern Grace Beads and Treats, LLC”. The applicant has been notified and agrees to the requirements of a Home Occupation as noted in KLADO.

Zoning: R-1

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff recommends approval

Scott L. Kimball
Planning & Zoning Director



November

240156

CITY OF KINGSLAND
APPLICATION FOR HOME OCCUPATION PERMIT

This application is based on the requirements of Section 110 of the KLADO and must be filed with the Planning and Zoning Director at least 4 weeks before the Planning Commission meeting at which it will be heard. Your presence or that of your representative is required at the Planning Commission regularly scheduled meeting.

APPLICANT: Kelly Brian Martin PHONE: 912 409 2367
ADDRESS: 107 Ashton Ln Kingsland Ga 31548
FAX: _____ E-MAIL: K.Brian.Martin@outlook.com

Type of use you are requesting:

- () **Home Office:** (requires planning director & city manager approval. Permit is valid for as long as the Home Office is located at the address stated herein.)
- ☒ **Home Occupation:** (requires planning commission recommendation & city council approval. Renewal maybe required if complaints are filed.)
- () **Residential Business:** (requires planning commission recommendation & city council approval. Renewal maybe required if complaints are filed.)

GROUP/BUSINESS YOU REPRESENT: Southern Grace Beads & Treats, LLC
STREET ADDRESS WHERE THIS USE IS TO BE LOCATED: 107 Ashton Ln Kingsland Ga
TAX MAP & PARCEL NUMBER: 1080 034 ZONING: R-1
OWNER OF SITE, IF NOT APPLICANT: _____
ADDRESS: N/A
CITY: _____ STATE: _____ ZIP: _____

PLEASE COMPLETE AND ATTACH THE REQUIRED AFFIDAVIT FOR THE PARTICULAR TYPE HOME OCCUPATION YOU ARE APPLYING FOR. (THIS WILL BE FURNISHED BY THE PLANNING & ZONING DEPARTMENT.)

ATTACH REQUIRED HOME OCCUPATION PERMIT FEE TO THIS APPLICATION:

HOME OFFICE	\$50.00
HOME OCCUPATION	\$50.00
RESIDENTIAL BUSINESS	\$50.00

I UNDERSTAND THAT I AND/OR THE GROUP I REPRESENT CARRY THE BURDEN OF PROVING THE NEED FOR THIS PERMIT. FURTHER, I/WE AM/ARE RESPONSIBLE FOR THE CONDITION OF THE SITE WHILE THE PERMIT IS IN EFFECT.

SIGNED: [Signature] DATE: 9/16/15



CITY OF KINGSLAND
APPLICATION FOR HOME OCCUPATION PERMIT
TO BE COMPLETED BY PLANNING & ZONING ADMINISTRATOR

1. DATE COMPLETE APPLICATION FILED: 9/16/25
2. DATE APPLICANT NOTIFIED THAT COMPLETE APPLICATION HAD BEEN RECEIVED: 9/16/25
3. DATE PERMIT FEE PAID: 9/16/25 AMOUNT PAID: \$ 50.00
4. PLANNING COMMISSION REVIEW:
() APPROVAL RECOMMENDED () DENIAL RECOMMENDED
DATE THIS APPLICATION WAS REVIEWED BY THE PLANNING COMMISSION: 10/2/25
CONDITIONS OF APPROVAL/REASONS FOR DENIAL: _____

5. CITY COUNCIL ACTION:
() APPROVED () DENIED
DATE THIS APPLICATION WAS REVIEWED BY CITY COUNCIL: 11/9/25
CONDITIONS OF APPROVAL/REASONS FOR DENIAL: _____

6. DATE APPLICANT NOTIFIED OF FINAL ACTION: 11/10/25

THIS APPLICATION FOR HOME OCCUPATION HAS BEEN APPROVED AND A BUSINESS LICENSE (WHEN COMPLETED APPLICATION HAS BEEN RECEIVED BY THE CITY) MAY BE ISSUED SHOWING A Home Occ. PERMIT HAS BEEN ISSUED.


PLANNING DIRECTOR
CITY OF KINGSLAND

9/16/25
DATE

CITY MANAGER
CITY OF KINGSLAND

DATE



**CITY OF KINGSLAND
AFFIDAVIT FOR A HOME OCCUPATION**

APPLICANT: Kelly Brian Martin

ADDRESS: 102 Ashton Ln

CITY: Kingsland STATE: Ga ZIP: 31548

PHONE: () 912 409 2367 FAX: () _____ E-MAIL: K.Brian.Martin@cuthook.com

PROPOSED BUSINESS: Southern Grass Seeds & Tractors LOCATION: Home

TAX PARCEL: 108D 034 ZONING: R-1

A Home Occupation Business is a conditional use that can only be approved subject to the recommendation of the Planning Commission and approval by the City Council. The Planning Commission can recommend approval and the City Council can approve your application subject to it meeting the specific conditions listed below. Either, or both the Planning Commission and City Council may also add any reasonable conditions they deem necessary to insure the orderly operation of the proposed business and its compatibility with the surrounding properties.

HOME OCCUPATION: *An occupation or profession conducted entirely within a dwelling and which is carried on by an occupant thereof and which is clearly incidental and secondary to the use of the dwelling for residential dwelling purposes. There is no access by the public. A Home Occupation is designed to be less restrictive than a Home Office but more than a Residential Business in regard to access by the public, size, visibility, number of employees and types of business.*

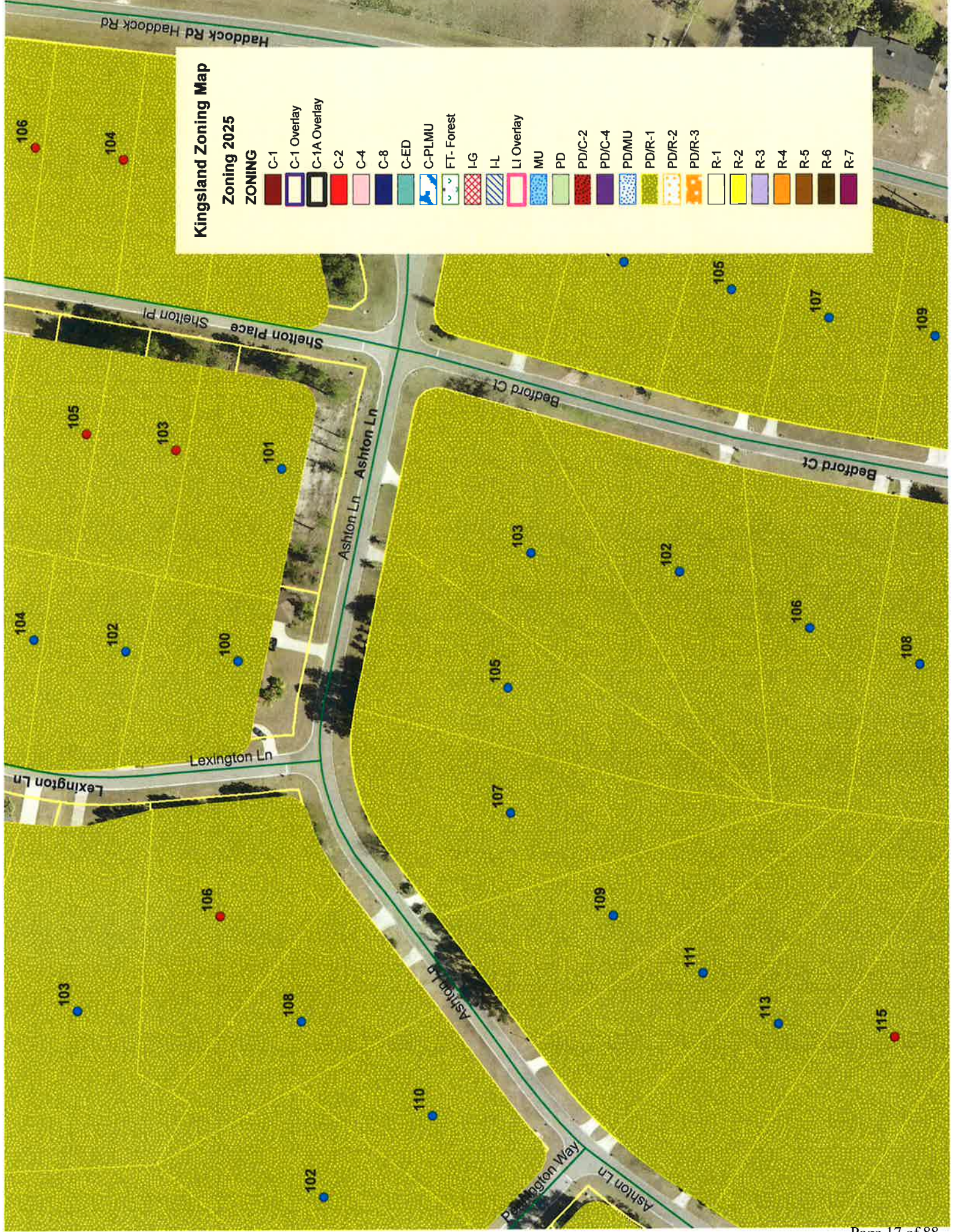
HOME OCCUPATION SHALL MEET THE FOLLOWING CONDITIONS:

- If the applicant is not the owner of the property, a letter from the property owner must be attached to the application giving permission for the applicant to conduct a home occupation in the premises.
- Home occupations shall not include the repair and/or maintenance of motor vehicles or boats, nor shall it allow manufacturing or any other use which will create noise, noxious odors, or any other hazard that may endanger the health, safety, or welfare of the neighborhood.
- Home occupations shall not allow customers or the public to come to the premises.
- The occupation or profession must be conducted entirely within the dwelling.
- The dwelling must be the bona fide residence of the principal practitioner at the time of the application and the home occupation shall be valid only as long as the original principal practitioner resides in the dwelling, is conducting the business and has a current business license.
- Home occupations shall be limited to no more than twenty-five percent (25%) of the total heated floor area of the residence, or five hundred (500) square feet, whichever is less. The size of the home occupation shall be specified at the time of the application. Please complete: 240 Business area sq. ft. 9260 Home heated floor area sq. ft.
- The portion of the residence in which the business is conducted shall be completely enclosed in a manner that the business is not visible from the surrounding property.
- No other employees other than family members residing on the premises shall be permitted.
- There shall be no exterior evidence of a business being conducted on the premises. No outside storage or display shall be allowed.
- No more than one home occupation or residential business is allowed in a residence at one time.
- One business vehicle used exclusively by the resident is permitted. The vehicle shall be no larger in size than a pick-up truck, panel truck, or van and is limited in size to a one-ton carrying capacity. The vehicle may have reasonable business identification (signs) on it when it is parked at the premises and will not have any equipment used in the business left on the vehicle in a manner that can be seen from the surrounding property.
- Any pickups from and deliveries to the site in regard to the business shall be restricted to vehicles having no more than two axles and shall be restricted to no more than two pickups or deliveries per day. Such pickups and/or deliveries, if any, are to be during daylight hours.

I HEREBY CERTIFY THAT I HAVE READ THE ABOVE CONDITIONS AND AGREE TO COMPLY WITH EACH REQUIREMENT AS LONG AS THE BUSINESS IS CONDUCTED AT THIS LOCATION.

[Signature]
SIGNATURE OF APPLICANT

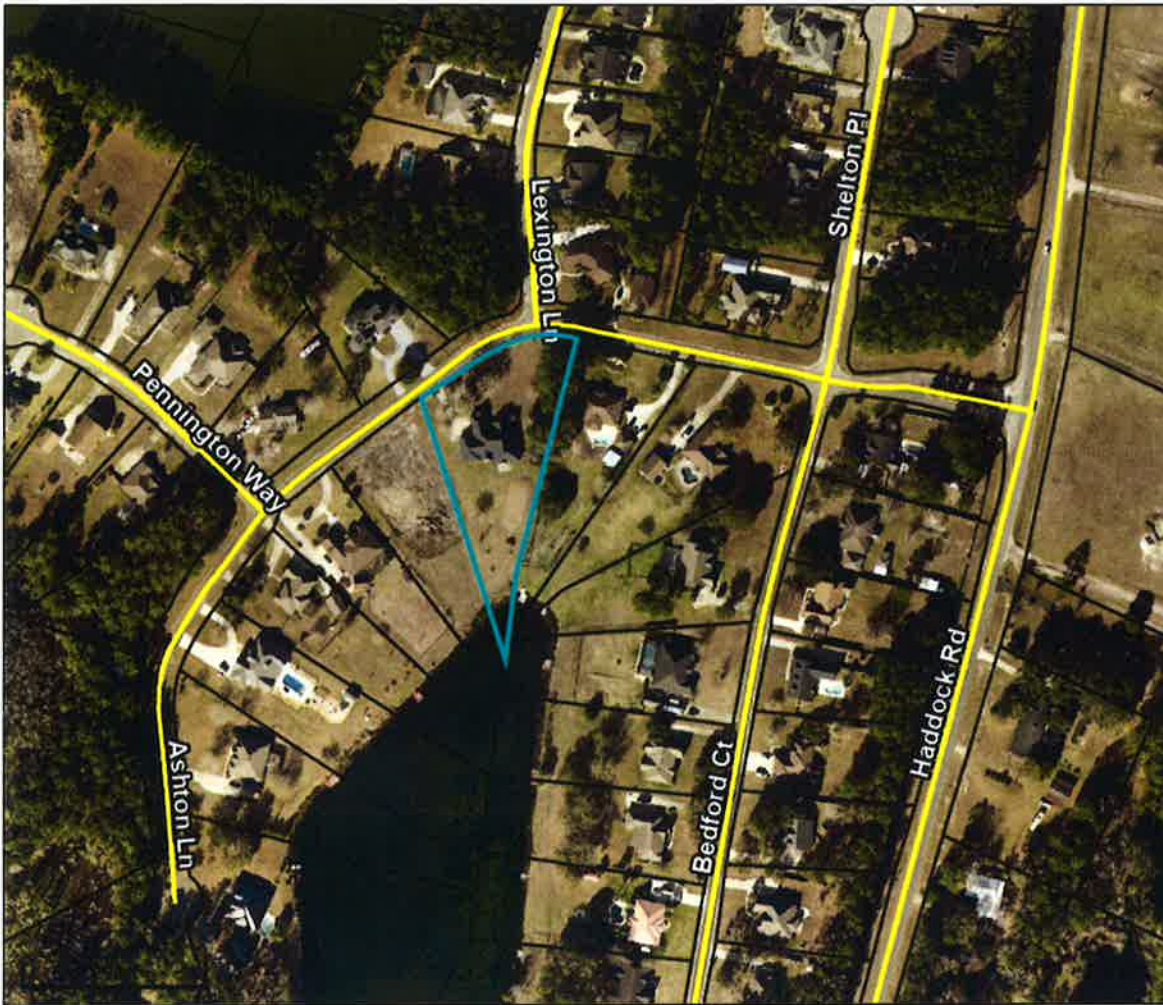
9/16/25
DATE



Kingsland Zoning Map

Zoning 2025

ZONING	C-1	C-1 Overlay	C-1A Overlay	C-2	C-4	C-8	C-ED	C-PLMU	FT-Forest	IG	IL	LI Overlay	MU	PD	PD/C-2	PD/C-4	PD/MU	PD/R-1	PD/R-2	PD/R-3	R-1	R-2	R-3	R-4	R-5	R-6	R-7
	[Red Box]	[Blue Box]	[Green Box]	[Orange Box]	[Yellow Box]	[Light Blue Box]	[Dark Blue Box]	[Light Green Box]	[Dark Green Box]	[Light Blue Box]	[Dark Blue Box]	[Light Green Box]	[Dark Blue Box]	[Light Green Box]	[Red Box]	[Blue Box]	[Dark Blue Box]	[Light Green Box]	[Orange Box]	[Dark Blue Box]	[Light Green Box]	[Yellow Box]	[Light Blue Box]	[Orange Box]	[Dark Blue Box]	[Light Green Box]	[Dark Blue Box]



Overview



Legend

- Parcels
- Roads
- USA Major Highways**
 - Limited Access
 - Highway
 - Major Road
 - Local Road
 - Minor Road
 - Other Road
 - Ramp
 - Ferry
 - Pedestrian Way
- City Labels**

Parcel ID	108D 034	Owner	MARTIN KELLY B	Last 2 Sales			
Class Code	Residential		107 ASHTON LANE	Date	Net Price	Reason	Qual
Taxing District	KINGSLAND		KINGSLAND, GA 31548	10/16/2024	\$561500	NM	U
	KINGSLAND	Physical Address	107 ASHTON LN	2/4/2020	\$470669	BN	U
Acres	1.16	Assessed Value	Value \$611093				

(Note: Not to be used on legal documents)

THE PARCEL LINES SHOWN ON THIS SITE ARE NOT LEGAL BOUNDRIES AND MUST NOT BE USED FOR LEGAL DOCUMENTS. THE PARCEL LINEWORK ARE FOR LOCATING PARCELS FOR TAX PURPOSES ONLY. THEY ARE NOT SURVEYS DUE TO THE NATURE OF HOW THE ARE PRODUCED. LEGAL BOUNDRIES SHOULD BE TAKEN FROM LEGALLY DOCUMENTED PLATS AND DEEDS.

Date created: 9/24/2025

Last Data Uploaded: 9/23/2025 7:34:27 PM

Developed by SCHNEIDER
GEOSPATIAL



The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development

Staff Report

Planning Commission Meeting Date: November 3, 2025

City Council Meeting Date: November 10, 2025

Agenda Item: Home Occupation- 120 Lake Ashley Drive - Parcel # 107J 035

Summary:

Justin Horn has applied for a home occupation permit for a mobile detailing business known as “Godspeed Motors Detailing, LLC”. The applicant has been notified and agrees to the requirements of a Home Occupation as noted in KLADO.

Zoning: PD/R-1

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff recommends approval

Scott L. Kimball
Planning & Zoning Director



November.

240157

CITY OF KINGSLAND
APPLICATION FOR HOME OCCUPATION PERMIT

This application is based on the requirements of Section 110 of the KLADO and must be filed with the Planning and Zoning Director at least 4 weeks before the Planning Commission meeting at which it will be heard. Your presence or that of your representative is required at the Planning Commission regularly scheduled meeting.

APPLICANT: JUSTIN HOEN PHONE: 979-334-4319

ADDRESS: 120 LAKE ASHLEY DR. KINGSLAND GA. 31548

FAX: _____ E-MAIL: jthxd103@gmail.com

Type of use you are requesting:

() **Home Office:** (requires planning director & city manager approval. Permit is valid for as long as the Home Office is located at the address stated herein.)

(☒) **Home Occupation:** (requires planning commission recommendation & city council approval. Renewal maybe required if complaints are filed.)

() **Residential Business:** (requires planning commission recommendation & city council approval. Renewal maybe required if complaints are filed.)

GROUP/BUSINESS YOU REPRESENT: GODSPEED MOTORS DETAILING LLC.

STREET ADDRESS WHERE THIS USE IS TO BE LOCATED: 120 LAKE ASHLEY DR.

TAX MAP & PARCEL NUMBER: 107J035 ZONING: PD/R-1

OWNER OF SITE, IF NOT APPLICANT: _____

ADDRESS: N/A.

CITY: _____ STATE: _____ ZIP: _____

PLEASE COMPLETE AND ATTACH THE REQUIRED AFFIDAVIT FOR THE PARTICULAR TYPE HOME OCCUPATION YOU ARE APPLYING FOR. (THIS WILL BE FURNISHED BY THE PLANNING & ZONING DEPARTMENT.)

ATTACH REQUIRED HOME OCCUPATION PERMIT FEE TO THIS APPLICATION:

HOME OFFICE	\$50.00
HOME OCCUPATION	\$50.00
RESIDENTIAL BUSINESS	\$50.00

I UNDERSTAND THAT I AND/OR THE GROUP I REPRESENT CARRY THE BURDEN OF PROVING THE NEED FOR THIS PERMIT. FURTHER, I/WE AM/ARE RESPONSIBLE FOR THE CONDITION OF THE SITE WHILE THE PERMIT IS IN EFFECT.

SIGNED: [Signature] DATE: 9/24/25



CITY OF KINGSLAND
APPLICATION FOR HOME OCCUPATION PERMIT

TO BE COMPLETED BY PLANNING & ZONING ADMINISTRATOR

1. DATE COMPLETE APPLICATION FILED: 9/24/25

2. DATE APPLICANT NOTIFIED THAT COMPLETE APPLICATION HAD BEEN RECEIVED: 9/24/25

3. DATE PERMIT FEE PAID: 9/24/25 AMOUNT PAID: \$ 50.00

4. PLANNING COMMISSION REVIEW:

() APPROVAL RECOMMENDED () DENIAL RECOMMENDED

DATE THIS APPLICATION WAS REVIEWED BY THE PLANNING COMMISSION: 11/3/25

CONDITIONS OF APPROVAL/REASONS FOR DENIAL: _____

5. CITY COUNCIL ACTION:

() APPROVED () DENIED

DATE THIS APPLICATION WAS REVIEWED BY CITY COUNCIL: 11/10/25

CONDITIONS OF APPROVAL/REASONS FOR DENIAL: _____

6. DATE APPLICANT NOTIFIED OF FINAL ACTION: 11/12/25

THIS APPLICATION FOR HOME OCCUPATION HAS BEEN APPROVED AND A BUSINESS LICENSE (WHEN COMPLETED APPLICATION HAS BEEN RECEIVED BY THE CITY) MAY BE ISSUED SHOWING A Home- OCC. PERMIT HAS BEEN ISSUED.


PLANNING DIRECTOR
CITY OF KINGSLAND

9/24/25
DATE

CITY MANAGER
CITY OF KINGSLAND

DATE



CITY OF KINGSLAND
AFFIDAVIT FOR A HOME OCCUPATION

APPLICANT: JUSTIN HORN / GODSPEED MOTORS DETAILING LLC
 ADDRESS: 120 LAKE ASHLEY DR
 CITY: KINGSLAND STATE: GA ZIP: 31548
 PHONE: 979 334-4319 FAX: () E-MAIL: jthxd103@gmail.com
 PROPOSED BUSINESS: MOBILE AUTO DETAILING LOCATION: MOBILE
 TAX PARCEL: _____ ZONING: _____

A Home Occupation Business is a conditional use that can only be approved subject to the recommendation of the Planning Commission and approval by the City Council. The Planning Commission can recommend approval and the City Council can approve your application subject to it meeting the specific conditions listed below. Either, or both the Planning Commission and City Council may also add any reasonable conditions they deem necessary to insure the orderly operation of the proposed business and its compatibility with the surrounding properties.

HOME OCCUPATION: *An occupation or profession conducted entirely within a dwelling and which is carried on by an occupant thereof and which is clearly incidental and secondary to the use of the dwelling for residential dwelling purposes. There is no access by the public. A Home Occupation is designed to be less restrictive than a Home Office but more than a Residential Business in regard to access by the public, size, visibility, number of employees and types of business.*

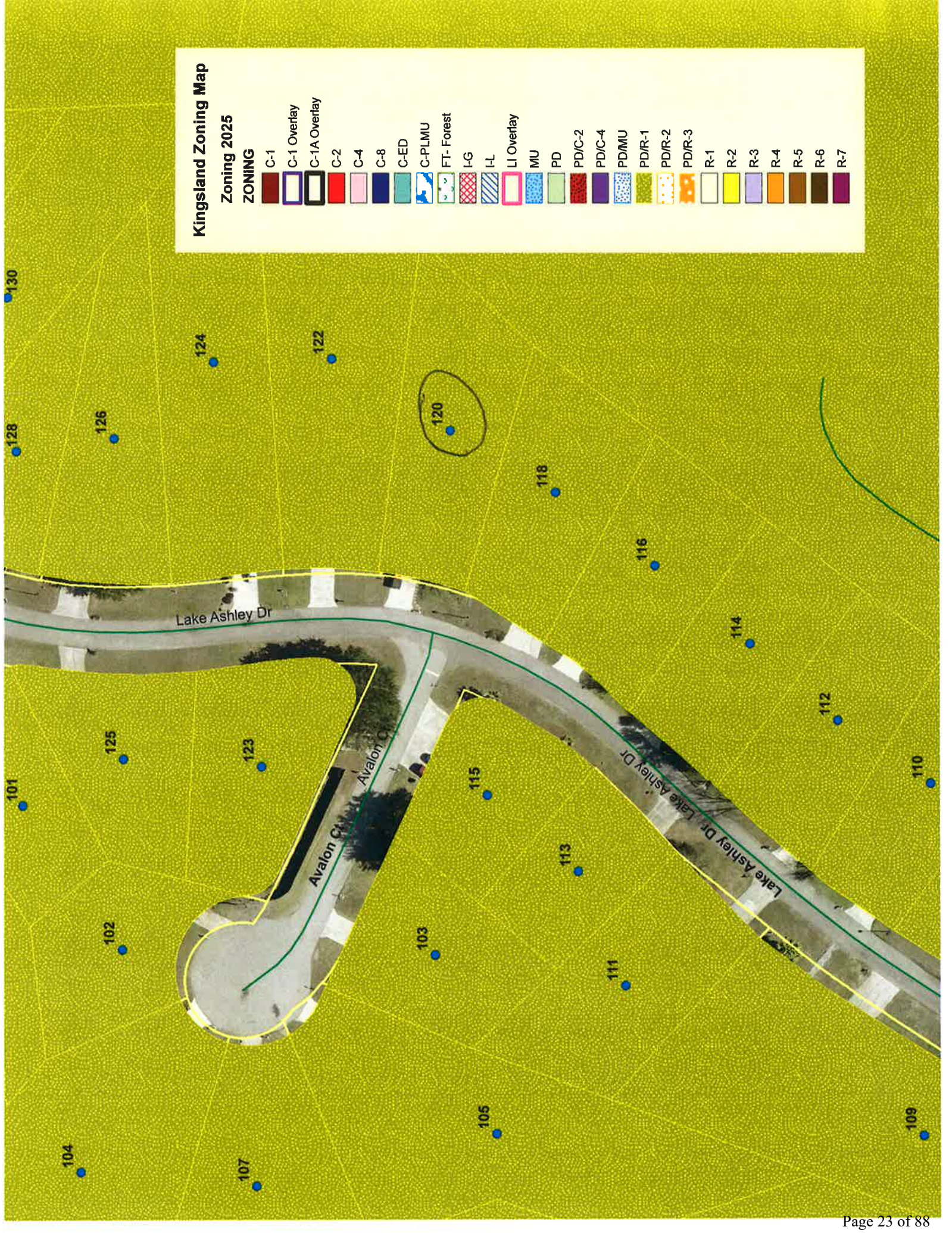
HOME OCCUPATION SHALL MEET THE FOLLOWING CONDITIONS:

- If the applicant is not the owner of the property, a letter from the property owner must be attached to the application giving permission for the applicant to conduct a home occupation in the premises.
- Home occupations shall not include the repair and/or maintenance of motor vehicles or boats, nor shall it allow manufacturing or any other use which will create noise, noxious odors, or any other hazard that may endanger the health, safety, or welfare of the neighborhood.
- Home occupations shall not allow customers or the public to come to the premises.
- The occupation or profession must be conducted entirely within the dwelling.
- The dwelling must be the bona fide residence of the principal practitioner at the time of the application and the home occupation shall be valid only as long as the original principal practitioner resides in the dwelling, is conducting the business and has a current business license.
- Home occupations shall be limited to no more than twenty-five percent (25%) of the total heated floor area of the residence, or five hundred (500) square feet, whichever is less. The size of the home occupation shall be specified at the time of the application. Please complete: 200 Business area sq. ft. 1843 Home heated floor area sq. ft.
- The portion of the residence in which the business is conducted shall be completely enclosed in a manner that the business is not visible from the surrounding property.
- No other employees other than family members residing on the premises shall be permitted.
- There shall be no exterior evidence of a business being conducted on the premises. No outside storage or display shall be allowed.
- No more than one home occupation or residential business is allowed in a residence at one time.
- One business vehicle used exclusively by the resident is permitted. The vehicle shall be no larger in size than a pick-up truck, panel truck, or van and is limited in size to a one-ton carrying capacity. The vehicle may have reasonable business identification (signs) on it when it is parked at the premises and will not have any equipment used in the business left on the vehicle in a manner that can be seen from the surrounding property.
- Any pickups from and deliveries to the site in regard to the business shall be restricted to vehicles having no more than two axles and shall be restricted to no more than two pickups or deliveries per day. Such pickups and/or deliveries, if any, are to be during daylight hours.

I HEREBY CERTIFY THAT I HAVE READ THE ABOVE CONDITIONS AND AGREE TO COMPLY WITH EACH REQUIREMENT AS LONG AS THE BUSINESS IS CONDUCTED AT THIS LOCATION.

Justin Horn
 SIGNATURE OF APPLICANT

9/24/25
 DATE





Overview



Legend

- Parcels
- Roads
- USA Major Highways
 - Limited Access
 - Highway
 - Major Road
 - Local Road
 - Minor Road
 - Other Road
 - Ramp
 - Ferry
 - Pedestrian Way
- City Labels

Parcel ID	107J 035	Owner	JACKSON SADIE GRAHAM	Last 2 Sales			
Class Code	Residential		120 LAKE ASHLEY DRIVE	Date	Net Price	Reason	Qual
Taxing District	KINGSLAND		KINGSLAND, GA 31548	6/9/2025	\$339900	NQ	U
	KINGSLAND	Physical Address	120 LAKE ASHLEY DR	3/19/2024	\$297500	FM	Q
Acres	n/a	Assessed Value	Value \$262757				

(Note: Not to be used on legal documents)

THE PARCEL LINES SHOWN ON THIS SITE ARE NOT LEGAL BOUNDRIES AND MUST NOT BE USED FOR LEGAL DOCUMENTS. THE PARCEL LINEWORK ARE FOR LOCATING PARCELS FOR TAX PURPOSES ONLY. THEY ARE NOT SURVEYS DUE TO THE NATURE OF HOW THE ARE PRODUCED. LEGAL BOUNDRIES SHOULD BE TAKEN FROM LEGALLY DOCUMENTED PLATS AND DEEDS.

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The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development Staff Report

Planning Commission Meeting Date: November 3, 2025

City Council Meeting Date: November 10, 2025

Agenda Item: Home Occupation- 214 Lake Wisteria Drive - Parcel # 107S 041

Summary:

Calandra Washington has applied for a home occupation permit for a home bakery business known as “Cal’s Sweets, LLC”. The applicant has been notified and agrees to the requirements of a Home Occupation as noted in KLADO.

Zoning: PD/R-1

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff recommends approval

Scott L. Kimball
Planning & Zoning Director



Nov.
2025
240150

CITY OF KINGSLAND
APPLICATION FOR HOME OCCUPATION PERMIT

This application is based on the requirements of Section 110 of the KLADO and must be filed with the planning and Zoning Administrator at least 4 weeks before the Planning Commission meeting at which it will be heard. Your presence or that of your representative is encouraged at the Planning Commission public hearing.

APPLICANT: Calandra Washington PHONE: 912-540-3335

ADDRESS: 214 lake wisteria dr

FAX: — E-MAIL: Caw31548@yahoo.com

Type of use you are requesting:

() **Home Office:** (requires planning director & city manager approval. Permit is valid for as long as the Home Office is located at the address stated herein.)

(X) **Home Occupation:** (requires planning commission recommendation & city council approval. Renewal maybe required if complaints are filed.

() **Residential Business:** (requires planning commission recommendation & city council approval. Renewal maybe required if complaints are filed.

GROUP/BUSINESS YOU REPRESENT: Cal's Sweets, LLC

STREET ADDRESS WHERE THIS USE IS TO BE LOCATED: 214 lake wisteria dr

TAX MAP & PARCEL NUMBER: 1075 041 ZONING: residential PD/R-1

OWNER OF SITE, IF NOT APPLICANT: A + V Haro LLC

ADDRESS: 214 lake Wisteria Dr

CITY: Kingsland STATE: GA ZIP: 31548

PLEASE COMPLETE AND ATTACH THE REQUIRED AFFIDAVIT FOR THE PARTICULAR TYPE HOME OCCUPATION YOU ARE APPLYING FOR. (THIS WILL BE FURNISHED BY THE PLANNING & ZONING DEPARTMENT.)

ATTACH REQUIRED HOME OCCUPATION PERMIT FEE TO THIS APPLICATION:

HOME OFFICE	\$50.00
HOME OCCUPATION	\$50.00
RESIDENTIAL BUSINESS	\$50.00

I UNDERSTAND THAT I AND/OR THE GROUP I REPRESENT CARRY THE BURDEN OF PROVING THE NEED FOR THIS PERMIT. FURTHER, I/WE AM/ARE RESPONSIBLE FOR THE CONDITION OF THE SITE WHILE THE PERMIT IS IN EFFECT.

SIGNED: Candra Washington DATE: 10/09/25



CITY OF KINGSLAND
APPLICATION FOR HOME OCCUPATION PERMIT

TO BE COMPLETED BY PLANNING & ZONING ADMINISTRATOR

1. DATE COMPLETE APPLICATION FILED: 10/9/25

2. DATE APPLICANT NOTIFIED THAT COMPLETE APPLICATION HAD BEEN RECEIVED: 10/9/25

3. DATE PERMIT FEE PAID: 10/9/25 AMOUNT PAID: \$ 50.

4. PLANNING COMMISSION REVIEW:

() APPROVAL RECOMMENDED () DENIAL RECOMMENDED

DATE THIS APPLICATION WAS REVIEWED BY THE PLANNING COMMISSION: 11/3/25

CONDITIONS OF APPROVAL/REASONS FOR DENIAL: _____

5. CITY COUNCIL ACTION:

() APPROVED () DENIED

DATE THIS APPLICATION WAS REVIEWED BY CITY COUNCIL: 11/10/25

CONDITIONS OF APPROVAL/REASONS FOR DENIAL: _____

6. DATE APPLICANT NOTIFIED OF FINAL ACTION: 11/12/25

THIS APPLICATION FOR HOME OCCUPATION HAS BEEN APPROVED AND A BUSINESS LICENSE (WHEN COMPLETED APPLICATION HAS BEEN RECEIVED BY THE CITY) MAY BE ISSUED SHOWING A Home occ. PERMIT HAS BEEN ISSUED.

[Signature]
PLANNING DIRECTOR
CITY OF KINGSLAND

10/9/25
DATE

CITY MANAGER
CITY OF KINGSLAND

DATE



**CITY OF KINGSLAND
AFFIDAVIT FOR A HOME OCCUPATION**

APPLICANT: Calandra Washington

ADDRESS: 214 lake wisteria

CITY: Kingsland STATE: GA ZIP: 31548

PHONE: () 912-540-3335 FAX: () _____ E-MAIL: Calssweets.bakery@gmail.com

PROPOSED BUSINESS: Cals sweets LLC LOCATION: 214 lake wisteria

TAX PARCEL: 1075 041 ZONING: PP/R-1

A Home Occupation Business is a conditional use that can only be approved subject to the recommendation of the Planning Commission and approval by the City Council. The Planning Commission can recommend approval and the City Council can approve your application subject to it meeting the specific conditions listed below. Either, or both the Planning Commission and City Council may also add any reasonable conditions they deem necessary to insure the orderly operation of the proposed business and its compatibility with the surrounding properties.

HOME OCCUPATION: *An occupation or profession conducted entirely within a dwelling and which is carried on by an occupant thereof and which is clearly incidental and secondary to the use of the dwelling for residential dwelling purposes. There is no access by the public. A Home Occupation is designed to be less restrictive than a Home Office but more than a Residential Business in regard to access by the public, size, visibility, number of employees and types of business.*

HOME OCCUPATION SHALL MEET THE FOLLOWING CONDITIONS:

- If the applicant is not the owner of the property, a letter from the property owner must be attached to the application giving permission for the applicant to conduct a home occupation in the premises.
- Home occupations shall not include the repair and/or maintenance of motor vehicles or boats, nor shall it allow manufacturing or any other use which will create noise, noxious odors, or any other hazard that may endanger the health, safety, or welfare of the neighborhood.
- Home occupations shall not allow customers or the public to come to the premises.
- The occupation or profession must be conducted entirely within the dwelling.
- The dwelling must be the bona fide residence of the principal practitioner at the time of the application and the home occupation shall be valid only as long as the original principal practitioner resides in the dwelling, is conducting the business and has a current business license.
- Home occupations shall be limited to no more than twenty-five percent (25%) of the total heated floor area of the residence, or five hundred (500) square feet, whichever is less. The size of the home occupation shall be specified at the time of the application. Please complete: 350 Business area sq. ft. 1812 Home heated floor area sq. ft.
- The portion of the residence in which the business is conducted shall be completely enclosed in a manner that the business is not visible from the surrounding property.
- No other employees other than family members residing on the premises shall be permitted.
- There shall be no exterior evidence of a business being conducted on the premises. No outside storage or display shall be allowed.
- No more than one home occupation or residential business is allowed in a residence at one time.
- One business vehicle used exclusively by the resident is permitted. The vehicle shall be no larger in size than a pick-up truck, panel truck, or van and is limited in size to a one-ton carrying capacity. The vehicle may have reasonable business identification (signs) on it when it is parked at the premises and will not have any equipment used in the business left on the vehicle in a manner that can be seen from the surrounding property.
- Any pickups from and deliveries to the site in regard to the business shall be restricted to vehicles having no more than two axles and shall be restricted to no more than two pickups or deliveries per day. Such pickups and/or deliveries, if any, are to be during daylight hours.

I HEREBY CERTIFY THAT I HAVE READ THE ABOVE CONDITIONS AND AGREE TO COMPLY WITH EACH REQUIREMENT AS LONG AS THE BUSINESS IS CONDUCTED AT THIS LOCATION.

Calandra Washington
SIGNATURE OF APPLICANT

10/9/25
DATE

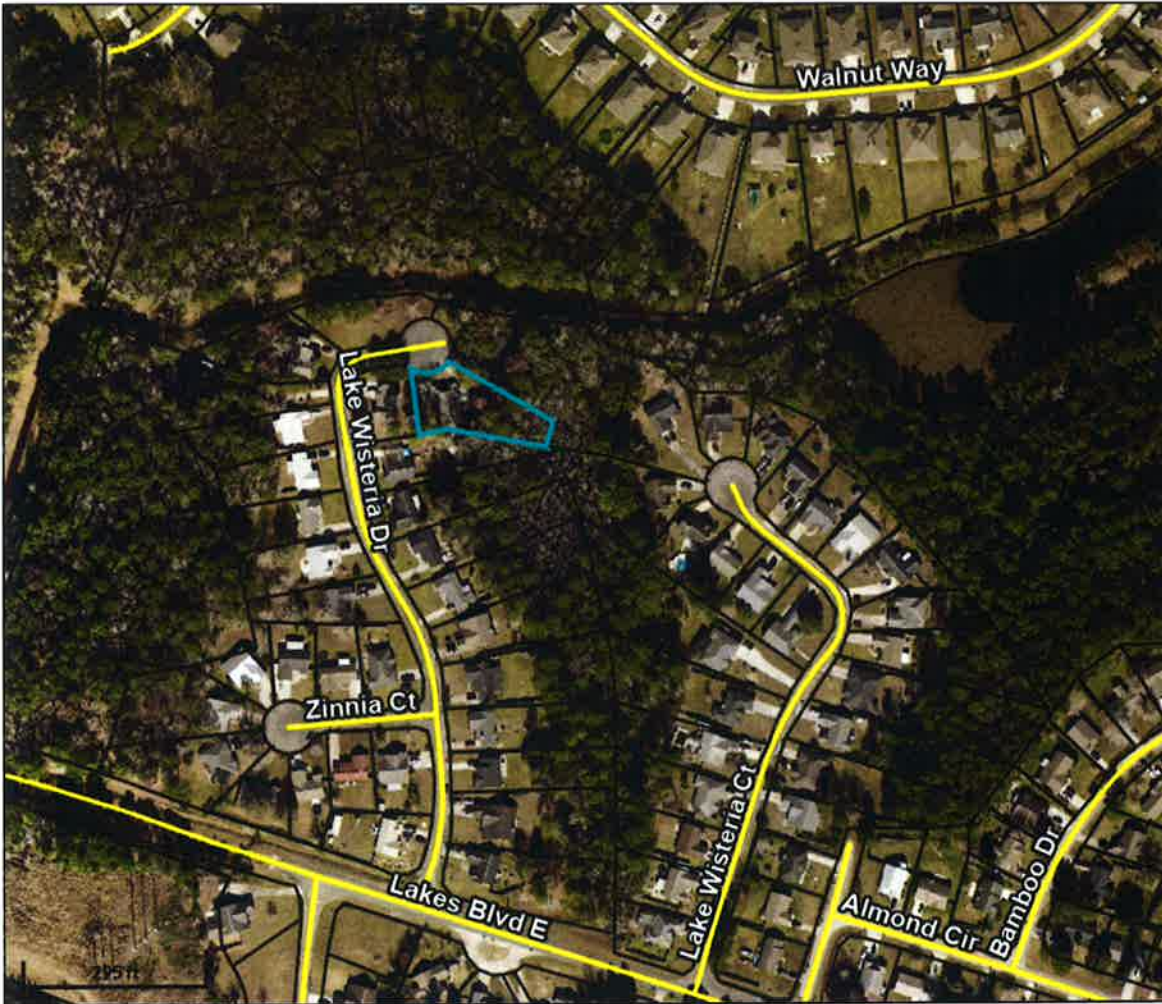


Kingsland Zoning Map

Zoning 2025

ZONING

- C-1
- C-1 Overlay
- C-1A Overlay
- C-2
- C-4
- C-8
- C-ED
- C-PLMU
- FT- Forest
- IG
- LI
- LI Overlay
- MU
- PD
- PD/C-2
- PD/C-4
- PD/MU
- PD/R-1
- PD/R-2
- PD/R-3
- R-1
- R-2
- R-3
- R-4
- R-5
- R-6
- R-7



Overview



Legend

- Parcels
- Roads
- USA Major Highways
 - Limited Access
 - Highway
 - Major Road
 - Local Road
 - Minor Road
 - Other Road
 - Ramp
 - Ferry
 - Pedestrian Way
- City Labels

Parcel ID	1075 041	Owner	A & V HARO LLC	Last 2 Sales			
Class Code	Residential		214 LAKE WISTERIA DRIVE	Date	Net Price	Reason	Qual
Taxing District	KINGSLAND		KINGSLAND, GA 31548	11/7/2024	0	QC	U
	KINGSLAND	Physical Address	214 LAKE WISTERIA DR	10/24/2024	\$230000	FM	Q
Acres	n/a	Assessed Value	Value \$229849				

(Note: Not to be used on legal documents)

THE PARCEL LINES SHOWN ON THIS SITE ARE NOT LEGAL BOUNDRIES AND MUST NOT BE USED FOR LEGAL DOCUMENTS. THE PARCEL LINEWORK ARE FOR LOCATING PARCELS FOR TAX PURPOSES ONLY. THEY ARE NOT SURVEYS DUE TO THE NATURE OF HOW THE ARE PRODUCED. LEGAL BOUNDRIES SHOULD BE TAKEN FROM LEGALLY DOCUMENTED PLATS AND DEEDS.

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The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development

Staff Report

Planning Commission Meeting Date: November 3, 2025

City Council Meeting Date: November 10, 2025

Agenda Item: Home Occupation- 109 Castle Oak Court - Parcel # 082H 031

Summary:

Marvain White has applied for a home occupation permit for a home janitorial business known as "L&M Janitorial Service, LLC". The applicant has been notified and agrees to the requirements of a Home Occupation as noted in KLADO.

Zoning: PD/R-1

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff recommends approval

Scott L. Kimball
Planning & Zoning Director



November meeting
240160

CITY OF KINGSLAND
APPLICATION FOR HOME OCCUPATION PERMIT

This application is based on the requirements of Section 110 of the KLADO and must be filed with the Planning and Zoning Director at least 4 weeks before the Planning Commission meeting at which it will be heard. Your presence or that of your representative is required at the Planning Commission regularly scheduled meeting.

APPLICANT: Marvain White PHONE: (912) 464-3199

ADDRESS: 109 Castle Oak Ct - Kingsland, GA 31548

FAX: N/A E-MAIL: whitemarvain@gmail.com

Type of use you are requesting:

() **Home Office:** (requires planning director & city manager approval. Permit is valid for as long as the Home Office is located at the address stated herein.)

(X) **Home Occupation:** (requires planning commission recommendation & city council approval. Renewal maybe required if complaints are filed.)

() **Residential Business:** (requires planning commission recommendation & city council approval. Renewal maybe required if complaints are filed.)

GROUP/BUSINESS YOU REPRESENT: L+M Janitorial Service LLC

STREET ADDRESS WHERE THIS USE IS TO BE LOCATED: 109 Castle Oak Ct.

TAX MAP & PARCEL NUMBER: D82H D31 ZONING: PD/R-1

OWNER OF SITE, IF NOT APPLICANT: _____

ADDRESS: _____

CITY: N/A STATE: _____ ZIP: _____

PLEASE COMPLETE AND ATTACH THE REQUIRED AFFIDAVIT FOR THE PARTICULAR TYPE HOME OCCUPATION YOU ARE APPLYING FOR. (THIS WILL BE FURNISHED BY THE PLANNING & ZONING DEPARTMENT.)

ATTACH REQUIRED HOME OCCUPATION PERMIT FEE TO THIS APPLICATION:

HOME OFFICE	\$50.00
HOME OCCUPATION	\$50.00
RESIDENTIAL BUSINESS	\$50.00

I UNDERSTAND THAT I AND/OR THE GROUP I REPRESENT CARRY THE BURDEN OF PROVING THE NEED FOR THIS PERMIT. FURTHER, I/WE AM/ARE RESPONSIBLE FOR THE CONDITION OF THE SITE WHILE THE PERMIT IS IN EFFECT.

SIGNED: Marvain White DATE: 10-14-25



CITY OF KINGSLAND
APPLICATION FOR HOME OCCUPATION PERMIT
TO BE COMPLETED BY PLANNING & ZONING ADMINISTRATOR

1. DATE COMPLETE APPLICATION FILED: 10/15/25

2. DATE APPLICANT NOTIFIED THAT COMPLETE APPLICATION HAD BEEN RECEIVED: 10/15/25

3. DATE PERMIT FEE PAID: 10/15/25 AMOUNT PAID: \$ 50.

4. PLANNING COMMISSION REVIEW:

() APPROVAL RECOMMENDED () DENIAL RECOMMENDED

DATE THIS APPLICATION WAS REVIEWED BY THE PLANNING COMMISSION: 11/3/25

CONDITIONS OF APPROVAL/REASONS FOR DENIAL: _____

5. CITY COUNCIL ACTION:

() APPROVED () DENIED

DATE THIS APPLICATION WAS REVIEWED BY CITY COUNCIL: 11/10/25

CONDITIONS OF APPROVAL/REASONS FOR DENIAL: _____

6. DATE APPLICANT NOTIFIED OF FINAL ACTION: 11/12/25

THIS APPLICATION FOR HOME OCCUPATION HAS BEEN APPROVED AND A BUSINESS LICENSE (WHEN COMPLETED APPLICATION HAS BEEN RECEIVED BY THE CITY) MAY BE ISSUED SHOWING A Home OCC. PERMIT HAS BEEN ISSUED.

Andrew Kimbrell
PLANNING DIRECTOR
CITY OF KINGSLAND

10/15/25
DATE

CITY MANAGER
CITY OF KINGSLAND

DATE



**CITY OF KINGSLAND
AFFIDAVIT FOR A HOME OCCUPATION**

APPLICANT: Marvain White
 ADDRESS: 109 Castle Oak Ct
 CITY: Kingsland STATE: GA ZIP: 31548
 PHONE: (912) 464-3199 FAX: () N/A E-MAIL: whitemarvain@gmail.com
 PROPOSED BUSINESS: L + M Janitorial Service LLC LOCATION: _____
 TAX PARCEL: 082H 031 ZONING: PD/R-1

A Home Occupation Business is a conditional use that can only be approved subject to the recommendation of the Planning Commission and approval by the City Council. The Planning Commission can recommend approval and the City Council can approve your application subject to it meeting the specific conditions listed below. Either, or both the Planning Commission and City Council may also add any reasonable conditions they deem necessary to insure the orderly operation of the proposed business and its compatibility with the surrounding properties.

HOME OCCUPATION: *An occupation or profession conducted entirely within a dwelling and which is carried on by an occupant thereof and which is clearly incidental and secondary to the use of the dwelling for residential dwelling purposes. There is no access by the public. A Home Occupation is designed to be less restrictive than a Home Office but more than a Residential Business in regard to access by the public, size, visibility, number of employees and types of business.*

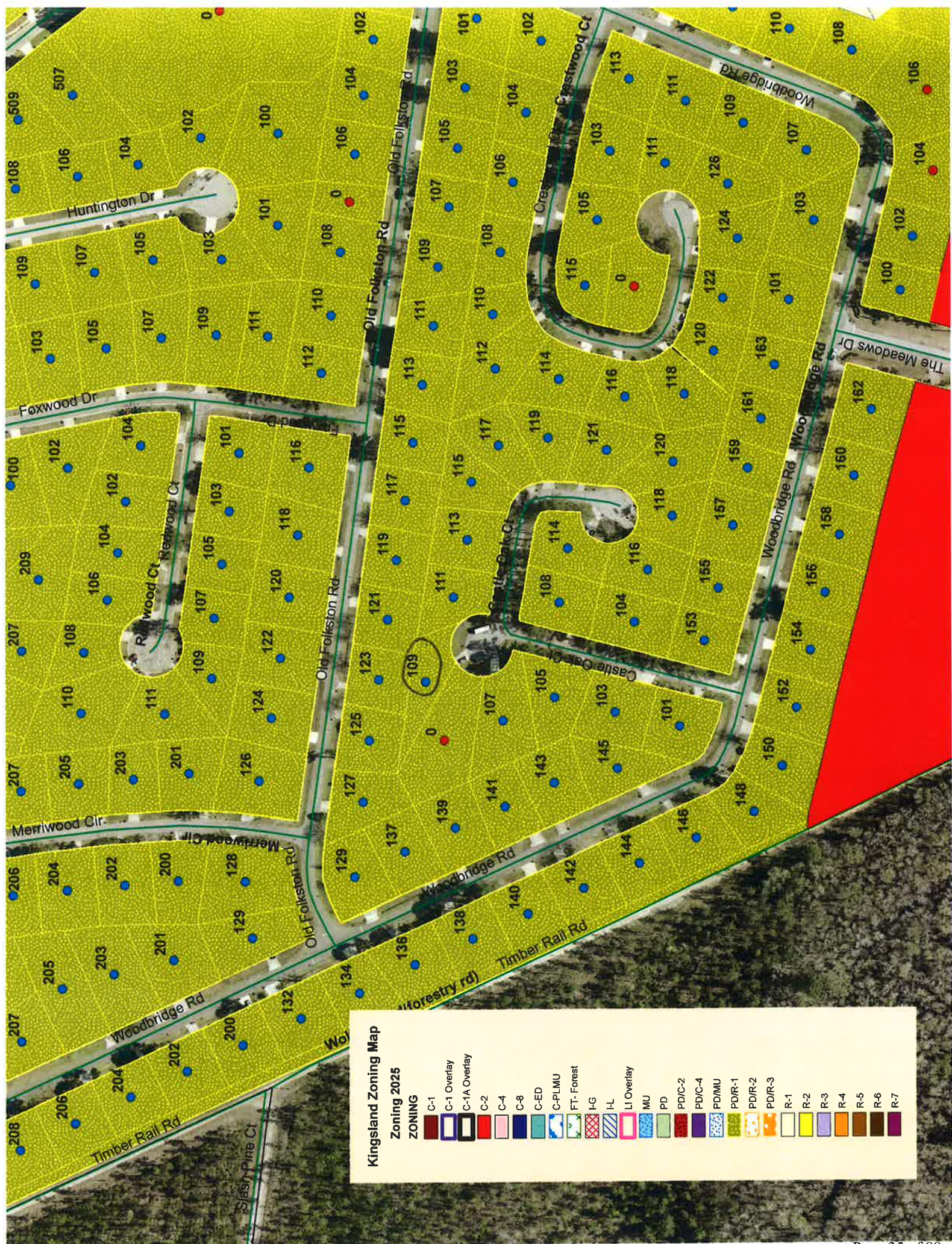
HOME OCCUPATION SHALL MEET THE FOLLOWING CONDITIONS:

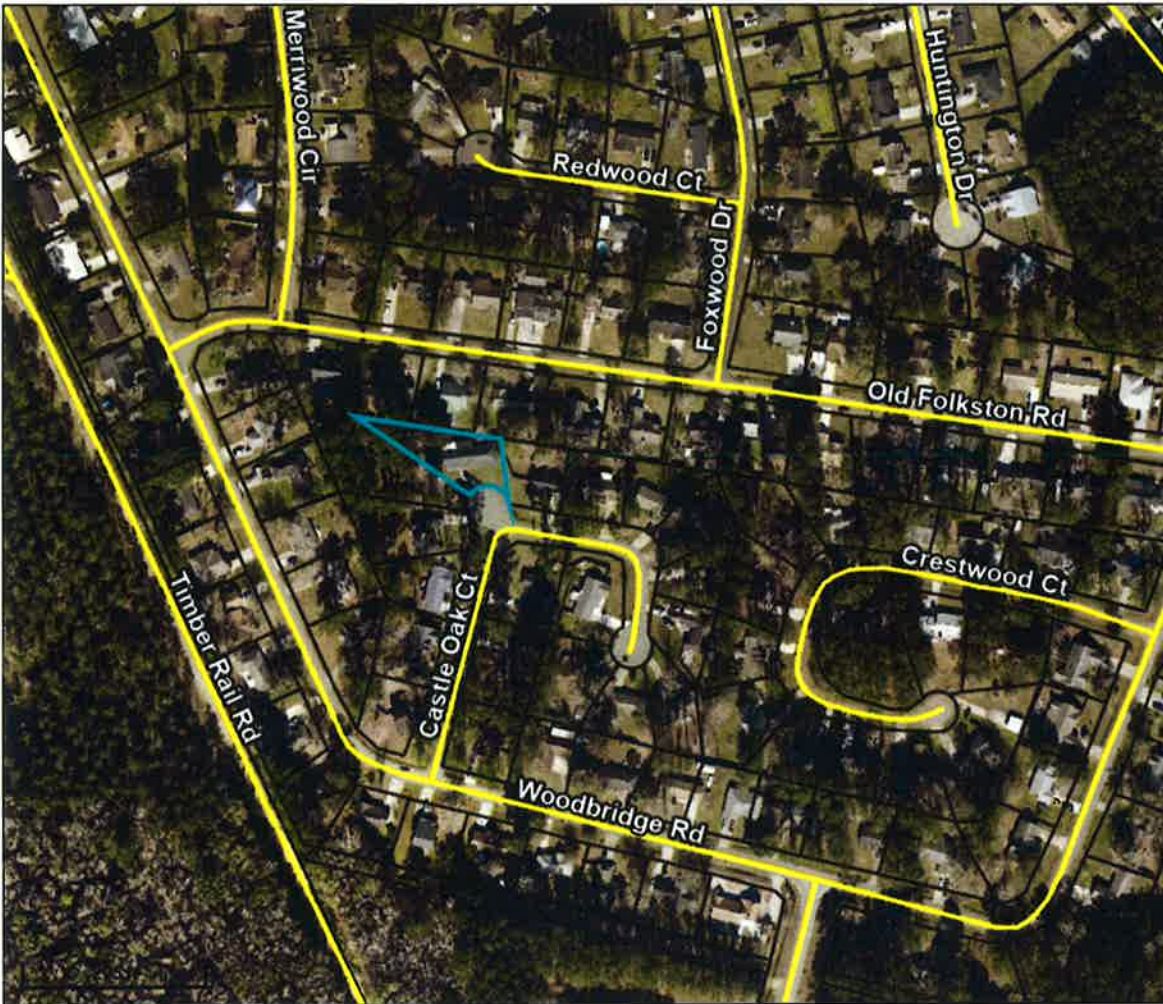
- If the applicant is not the owner of the property, a letter from the property owner must be attached to the application giving permission for the applicant to conduct a home occupation in the premises.
- Home occupations shall not include the repair and/or maintenance of motor vehicles or boats, nor shall it allow manufacturing or any other use which will create noise, noxious odors, or any other hazard that may endanger the health, safety, or welfare of the neighborhood.
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- The occupation or profession must be conducted entirely within the dwelling.
- The dwelling must be the bona fide residence of the principal practitioner at the time of the application and the home occupation shall be valid only as long as the original principal practitioner resides in the dwelling, is conducting the business and has a current business license.
- Home occupations shall be limited to no more than twenty-five percent (25%) of the total heated floor area of the residence, or five hundred (500) square feet, whichever is less. The size of the home occupation shall be specified at the time of the application. Please complete: 200 Business area sq. ft. 1957 Home heated floor area sq. ft.
- The portion of the residence in which the business is conducted shall be completely enclosed in a manner that the business is not visible from the surrounding property.
- No other employees other than family members residing on the premises shall be permitted.
- There shall be no exterior evidence of a business being conducted on the premises. No outside storage or display shall be allowed.
- No more than one home occupation or residential business is allowed in a residence at one time.
- One business vehicle used exclusively by the resident is permitted. The vehicle shall be no larger in size than a pick-up truck, panel truck, or van and is limited in size to a one-ton carrying capacity. The vehicle may have reasonable business identification (signs) on it when it is parked at the premises and will not have any equipment used in the business left on the vehicle in a manner that can be seen from the surrounding property.
- Any pickups from and deliveries to the site in regard to the business shall be restricted to vehicles having no more than two axles and shall be restricted to no more than two pickups or deliveries per day. Such pickups and/or deliveries, if any, are to be during daylight hours.

I HEREBY CERTIFY THAT I HAVE READ THE ABOVE CONDITIONS AND AGREE TO COMPLY WITH EACH REQUIREMENT AS LONG AS THE BUSINESS IS CONDUCTED AT THIS LOCATION.

Marvain S. White
 SIGNATURE OF APPLICANT

9-10 10-14-25
 DATE





Overview



Legend

- Parcels
- Roads
- USA Major Highways
 - Limited Access
 - Highway
 - Major Road
 - Local Road
 - Minor Road
 - Other Road
 - Ramp
 - Ferry
 - Pedestrian Way
- City Labels

Parcel ID	082H 031	Owner	WHITE LARRY F SR & MARVAIN S	Last 2 Sales			
Class Code	Residential		109 CASTLE OAK COURT	Date	Net Price	Reason	Qual
Taxing District	KINGSLAND		KINGSLAND, GA 31548	11/26/2018	0	NM	U
	KINGSLAND	Physical Address	109 CASTLE OAK CT	9/4/2018	\$109600	NM	U
Acres	n/a	Assessed Value	Value \$267169				

(Note: Not to be used on legal documents)

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Date created: 10/15/2025

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ORDINANCE NO. 2025-18

AN ORDINANCE OF THE CITY OF KINGSLAND, GEORGIA, TO ADOPT THE PUBLIC-PRIVATE PARTNERSHIP (P3) GUIDELINES; TO CREATE ARTICLE IV, DIVISION 10 OF THE CITY CODE; TO PROVIDE FOR PURPOSE, INTENT, AND PROCEDURES FOR IMPLEMENTATION UNDER THE PUBLIC-PRIVATE FACILITIES AND INFRASTRUCTURE ACT OF 2015 (O.C.G.A. §36-91-110 ET SEQ.); TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER PURPOSES.

WHEREAS, the Mayor and City Council of the City of Kingsland recognize the need for flexible and innovative methods to deliver public infrastructure and facilities; and

WHEREAS, the State of Georgia enacted the Public-Private Facilities and Infrastructure Act of 2015 ("PPFIA"), O.C.G.A. §36-91-110 et seq., authorizing local governments to partner with private entities to develop qualifying projects for public use; and

WHEREAS, the City of Kingsland seeks to establish formal policies and procedures to govern the receipt, evaluation, and implementation of public-private partnership proposals consistent with the requirements of the PPFIA; and

WHEREAS, the governing body of the City of Kingsland finds that adoption of these guidelines promotes transparency, fairness, and accountability in the solicitation and consideration of both solicited and unsolicited public-private partnership proposals;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF KINGSLAND, GEORGIA, AND IT IS HEREBY ORDAINED BY AUTHORITY OF THE SAME:

SECTION 1. – CREATION OF ARTICLE IV, DIVISION 10

Article IV of the Code of Ordinances of the City of Kingsland, Georgia, is hereby amended by creating a new Division, to be designated as Division 10 – Public-Private Partnership (P3) Guidelines, which shall read as follows:

DIVISION 10 – PUBLIC-PRIVATE PARTNERSHIP (P3) GUIDELINES

Sec. 2-400. – Purpose and Intent.

The purpose of this Division is to establish policies and procedures governing the receipt, review, and approval of public-private partnership proposals pursuant to the Public-Private Facilities and Infrastructure Act of 2015 (O.C.G.A. §36-91-110 et seq.). These guidelines shall ensure the fair and consistent consideration of qualifying projects proposed by private entities or solicited by the City for the development, financing, construction, and operation of public facilities and infrastructure projects.

Sec. 2-401. – Authority.

These guidelines are adopted under the authority of O.C.G.A. §36-91-110 et seq., and may be amended from time to time by ordinance of the Mayor and City Council.

Sec. 2-402. – Adoption by Reference.

The document entitled "*City of Kingsland Public-Private Partnership (P3) Guidelines*", attached hereto

and incorporated herein by reference as Exhibit “A”, is hereby adopted in its entirety as the official guidelines governing the City’s public-private partnership process.

Sec. 2-403. – Administration.

The City Manager or his/her designee shall be responsible for the administration of these guidelines and for ensuring compliance with all applicable provisions of the PPFA and other relevant state laws.

Sec. 2-404. – Severability.

If any section, subsection, sentence, clause, or phrase of this Division is held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Division.

Sec. 2-405. – Conflicting Ordinances Repealed.

All ordinances and parts of ordinances in conflict with this Division are hereby repealed to the extent of such conflict.

Sec. 2-406. – Effective Date.

This Ordinance shall take effect immediately upon adoption by the Mayor and City Council of the City of Kingsland, Georgia.

SECTION 2. – EXHIBIT “A” INCORPORATED

The document attached hereto as Exhibit “A”, titled “*City of Kingsland Public-Private Partnership (P3) Guidelines*,” is incorporated in full by reference and shall be maintained on file with the City Clerk as an appendix to this Code Division.

SECTION 3. – ADOPTION

SO ORDAINED AND ADOPTED by the Mayor and City Council of the City of Kingsland, Georgia, this _____ day of _____, 2025.

CITY OF KINGSLAND, GEORGIA

By: _____

Dr. C. Grayson Day, Jr., Mayor

ATTEST: _____

Jean O. Seigler-Horne

Exhibit A

Guidelines

The Public-Private Facilities and Infrastructure Act of 2015 (the “PPFIA”) (O.C.G.A. §36-91-110 *et seq.*) provides a process for local governments to partner with private entities for the development of a wide range of projects for public use if the public entities determine there is a need for such projects and that private involvement may provide such projects to the public in a timely or cost-effective fashion.

In order for a project to come under the PPFIA, it must meet the definition of a “qualifying project.” A “qualifying project” is defined broadly under the PPFIA. Specifically, the PPFIA defines a “qualifying project” as any project selected in response to a request for a local government or submitted by a private entity as an unsolicited proposal in accordance with the PPFIA and subsequently reviewed and approved by a local government, within its sole discretion, as meeting a public purpose or public need; provided, however, qualifying projects do not include projects involving generation of electric energy for sale, communications services, cable and video services and water reservoir projects.

The following guidelines have been adopted by the governing body of the City of Kingsland, Georgia (the “Local Government”) to govern the process for receiving, reviewing and approving unsolicited proposals for qualifying projects.

In the event of any conflict between these guidelines and the PPFIA, the terms of the PPFIA shall control.

A. Time Period for Receiving Unsolicited Proposals and Format for Submissions.

(1) Time Period. Unsolicited proposals for qualifying projects may be received by the Local Government Annually between October and December of each year. Such unsolicited proposals shall be in writing and shall be delivered to the City Manager at 107 S Lee Street, Kingsland, Georgia 31548. Should a proposer have any questions, please contact the City Manager or Finance Director at 912-729-5613.

(2) Format for Submissions. Unsolicited proposals shall contain, at a minimum, the following information: (a) a project description, (b) a project feasibility statement, (c) a proposed project schedule, (d) a project financing plan, (e) a business case statement that shall include a basic description of any direct and indirect benefits that the private entity can provide in delivering the project, including relevant cost, quality, methodology, and process for identifying the project and time frame data, (f) a description of any anticipated public support or opposition, (g) qualifications and experience (h) names and addresses of persons who may be contact and (g) any additional information as the local government may reasonably request to comply with the requirements of the PPFIA. Proposals should be prepared simply and economically, providing a concise description of the proposer’s capabilities to complete the proposed qualifying project and the benefits to be derived from the project by the local government. Such proposals may also include any additional pertinent information as determined by the proposer.

Only proposals complying with the requirements of these guidelines and the PPFIA that contain sufficient information for a meaningful evaluation and that are provided in an appropriate format should be considered by the Local Government for further review. If any information necessary to make a meaningful evaluation is missing, the local government may request such information from the proposer. Unsolicited proposals are subject to the Open Records Act.

The format and information to be included in any unsolicited proposal are as follows:

(a) Project Description

- (i) Provide a description of the project, including the location of the project, the conceptual design of such facility, or facilities, and a conceptual plan for the provision of services or technological infrastructure.
- (ii) Identify and fully describe the scope of work to be performed by the proposer with enough detail to allow an analysis by the local government.
- (iii) Identify and fully describe any work to be performed by the local government.
- (iv) Identify any anticipated adverse social, economic, and environmental impacts of the project.
- (v) Identify the projected positive social, economic, and environmental impacts of the project.
- (vi) State assumptions related to ownership, legal liability, law enforcement, and operation of the project and the existence of any restrictions on the local government's use of the project.

(b) Project Feasibility Statement

- (i) A feasibility statement that includes:
 - (A) The method by which the private entity proposes to secure any necessary property interests required for the project;
 - (B) A list of all permits and approvals required for the project from local, state, or federal agencies; and
 - (C) A list of public utility facilities, if any, that will be crossed by the project and a statement of the plans of the private entity to accommodate such crossings;
- (ii) Provide a list of any contingencies that must occur for the project to be successful.

- (iii) Provide a list of any other assumptions relied on for the project to be successful.
 - (iv) Provide information relative to ongoing maintenance and operational costs after the project is completed.
- (c) Project Schedule
- (i) A schedule for initiation, construction, and completion of the project to include the proposed major responsibilities and timeline for activities to be performed by both the local government and private entity.
 - (ii) A schedule for obtaining all federal, state, and local permits and approvals required for the project.
 - (iii) Identify the proposed schedule for strategies or actions to mitigate known impacts of the project.
 - (iv) Provide information relative to phased or partial openings of the proposed project prior to completion of the entire work.
- (d) Project Financing Plan
- (i) A financial plan setting forth the private entity's general plans for financing the project, including the sources of the private entity's funds and identification of any dedicated revenue source or proposed debt or equity investment on behalf of the private entity; and description of user fees, lease payments and other service payments over the term of the proposed comprehensive agreement (as defined in the PPFIA); and a methodology and circumstances for changes to such user fees, lease payments and other service payments over time.
 - (ii) Provide a preliminary estimate and estimating methodology of the cost of the work by phase, segment, or both.
 - (iii) Submit a plan for the development, financing, and operation of the project showing the anticipated schedule on which funds will be required containing enough detail to allow an analysis by the local government of the financial feasibility of the proposed project. Describe the anticipated costs of and proposed sources and uses for such funds including any anticipated debt service costs. The operational plan should include appropriate staffing levels and associated costs. Include supporting due diligence studies, analyses, or reports. Identify the sources of the private entity's funds and identification of any dedicated revenue source or proposed debt or equity investment on behalf of the private entity.
 - (iv) Provide a list and discussion of assumptions underlying all major elements of the plan. Assumptions should include all significant fees associated with financing given the recommended financing approach. In addition, complete

disclosure of interest rate assumptions should be included. Any ongoing operational fees, if applicable, should also be disclosed as well as any assumptions with regard to increases in such fees.

- (v) Identify any local, state, or federal resources that the proposer contemplates requesting for the project. Describe the total commitment, if any, expected from governmental sources and the timing of any anticipated commitment. Such disclosure should include any direct or indirect guarantees or pledges of the local government's credit or revenue.
- (vi) Identify the amounts and the terms and conditions for any revenue sources.
- (vii) Describe a proposed allocation of risk and liability for work completed beyond the agreement's completion date, and assurances for timely completion of the project.
- (viii) Identify any aspect of the project that could disqualify the project from obtaining tax-exempt financing.

The unsolicited proposal may include financing options, including the imposition of user fees, lease payments or other service payments. Such financing arrangements may include the issuance of debt instruments, equity or other securities or obligations. Depending on the local government's authority and the circumstances of each transaction, financing options might also include the use of special purpose entities, sale and lease back transactions, enhanced use leasing, development agreements, conduit financing and other methods allowed by law. Notwithstanding the foregoing, the local government shall not loan money to a private entity in order to finance all or a portion of the qualifying project.

(e) Business Case Statement

- (i) A business case statement that shall include a basic description of any direct or indirect benefits that the private entity can provide in delivering the project, including relevant cost, quality, methodology, and process for identifying the project and time frame data.
- (ii) Identify who will benefit from the project, how they will benefit, and how the project will benefit the overall community, region, or state. Project benefits to be considered are those occurring during the construction, renovation, expansion or improvement phase and during the life cycle of the project.
- (iii) Identify any anticipated public support or opposition, as well as any anticipated government support or opposition, for the project.
- (iv) Explain the strategy and plans that will be carried out to involve and inform the general public, business community, and governmental agencies in areas affected by the project.
- (v) Specify the strategies or actions to mitigate known impacts of the project.

- (vi) Describe the anticipated significant benefits to the community, region or state, including anticipated benefits to the economic condition of the local government and whether the project is critical to attracting or maintaining competitive industries and businesses to the local government or the surrounding region.
 - (vii) Describe compatibility with the local comprehensive plan, local infrastructure development plans, the capital improvements budget, or other government spending plan.
 - (viii) Provide relevant proposer cost, quality, methodology, and process for identifying the project and time frame data.
- (f) Contacts
- (i) The names and addresses of the persons who may be contacted for further information concerning the unsolicited proposal.
 - (ii) Identify the legal structure of the firm or consortium of firms making the proposal. Identify the organizational structure for the project, the management approach and how each partner and major subcontractor in the structure fits into the overall team.
 - (iii) Describe the experience of the firm or consortium of firms making the proposal and the key principals involved in the proposed project including experience with projects of comparable size and complexity. Describe the length of time in business, business experience, public sector experience and other engagements of the firm or consortium of firms. Include the identity of any firms that will provide design, construction and completion guarantees and warranties, and a description of such guarantees and warranties.
 - (iv) Provide the names, addresses, and telephone numbers of persons within the firm or consortium of firms who may be contacted for further information.
 - (v) Provide a current or most recently audited financial statement of the firm or firms and each partner with an equity interest of twenty percent or greater for project proposals over \$20 MM.
 - (vi) Identify any persons known to the proposer who would be obligated to disqualify themselves from participation in any transaction arising from or in connection to the project pursuant to any state of Georgia conflict of interest laws.

B. Procedures for the Financial Review and Analysis of an Unsolicited Proposal.

- (1) Upon receipt of an unsolicited proposal, the Local Government shall:

- (a) Send the proposer an acknowledgement of receipt of the unsolicited proposal and provide that the Local Government will conduct a review of that proposal and either (a) reject the unsolicited proposal or (b) accept the unsolicited proposal and seek competing bids for the proposed project as required pursuant to the Guidelines and the PPFIA;
- (b) Establish a new committee or select an existing committee (the “Evaluation Committee”) to review the unsolicited proposal. If a new committee is established, it should be composed of no less than three individuals with diverse skill sets to adequately review the proposal;
- (c) Decide whether it will engage independent advisors, as provided in paragraph C below, to assist (and not be a member of) the Evaluation Committee in its review of the unsolicited proposal, which may include an attorney, financial advisor, architectural and/or engineering consultant or other advisers or consultants; and
- (d) Provide the proposer with the proposed Local Government fee to cover the costs of processing, reviewing and evaluating the unsolicited proposal, as calculated in paragraph D below.

(2) The Evaluation Committee, together with any independent advisors, shall perform the following financial review and analysis of the unsolicited proposal:

- (a) A cost-benefit analysis;
- (b) Evaluation of the public need for or benefit derived from the qualifying project;
- (c) Evaluation of the estimated cost of the qualifying project for reasonableness in relation to similar facilities;
- (d) Evaluation of the source of funding for the project;
- (e) Consideration of plans to ensure timely development or operation;
- (f) Evaluation of risk sharing, including cost or completion guarantees, added value, or debt or equity investments by the private entity; and
- (g) Consideration of any increase in funding, dedicated revenue source, or other economic benefit that would not otherwise be available.

After reviewing the proposal, the Evaluation Committee shall make a recommendation to the governing body of the Local Government to reject or accept the unsolicited proposal.

NOTE: Discussions between local governments and the proposer about the need for infrastructure improvements shall not limit the ability of a local government to later determine to use standard procurement procedures to meet its infrastructure needs. The local government retains the right to reject any proposal at any time prior to the execution of an interim or comprehensive agreement.

C. Criteria for Identifying and Appointing Independent Advisors.

Unsolicited proposals which have technical, complex or specialized information may require additional support from one or more third-party independent advisors to assist in their evaluation and review. Independent advisors may include attorneys, financial advisors, engineering consultants or other advisers or consultants as determined by the Local Government, in its sole discretion, to be reasonably required to review any unsolicited proposal. Independent

advisors shall have no affiliation with the private entity submitting an unsolicited proposal.

D. Criteria for Determining Fees.

A private entity assumes all risk in submission of an unsolicited proposal, and a Local Government shall not incur any obligation to reimburse a private entity for any costs, damages, or loss of intellectual property incurred by a private entity in the creation, development, or submission of a proposal or unsolicited proposal for a qualifying project.

The Local Government shall charge and retain an initial proposal processing fee equal to \$2,500 to be paid by the proposer prior to the review of an unsolicited proposal.

In addition, the Local Government may charge and retain a reasonable fee to cover the costs of reviewing and evaluating an unsolicited proposal. If it is determined by the Local Government that one or more independent advisors shall be engaged to assist the Evaluation Committee in its review of the unsolicited proposal, as provided in paragraph C above, the fees of all such independent advisors shall be paid by the proposer. The estimated fees of the Local Government and such independent advisors shall be provided to the proposer for approval prior to the engagement of such advisors to review the proposal or the review and evaluation of an unsolicited proposal.

E. Procedures for Determining Release of Information in Unsolicited Proposal.

The Local Government, in its sole discretion, may use any portion of an unsolicited proposal in preparing a request for proposal as described in paragraph F below.

F. Request for Proposals.

Within 60 days of receipt of a recommendation from the Evaluation Committee as provided in paragraph B above, the governing board of the Local Government shall decide whether to approve or reject such unsolicited proposal. If the local government approves the unsolicited proposal, it shall seek competing proposals for the qualifying project, at the cost of the Local Government, by issuing a request for proposal for not less than 90 days.

The request for proposal shall include the criteria for selecting among competing proposals as provided in paragraph H below.

During evaluation, the Local Government may seek written clarification from any proposer regarding the contents of the proposer's response. A request for written clarification may be made when a proposer's response contains conflicting information or is so ambiguous that it is possible for a reasonable person to attribute different meanings to the ambiguous portion of the proposer's response. A request for written clarification may not be used to negotiate (i.e., request the supplier to revise or improve the proposer's response). Written clarifications received from the supplier will become part of that proposer's response.

G. Procedures for Posting and Publishing Notice of the Opportunity to Offer Competing Proposals.

Notices for requests for proposals for qualifying projects shall be posted by the Local Government in a consistent manner with other notices posted for public works bidding as provided by O.C.G.A. § 36-91-1 *et seq.*

Notices for requests for proposals that are advertised in the legal organ shall be advertised a minimum of two times, with the first advertisement occurring at least ninety days prior to the deadline for receipt of competing proposals. The second advertisement shall follow no earlier than six weeks from the first advertisement.

Notices for requests for proposals that are advertised solely on the Internet shall be posted continuously at least ninety days prior to the deadline for receipt of competing proposals. Inadvertent or unintentional loss of Internet service during the advertisement period shall not require the contract award or bid or proposal opening to be delayed.

H. Procedures for Processing, Review and Consideration of Competing Proposals.

After the deadline for the receipt of competing proposals, the Local Government shall reconvene the evaluation committee to review, evaluate and score the responses.

The criteria to be used in the evaluation of competing proposals for a qualifying project shall be determined by the evaluation committee of the Local Government prior to submitting a request for proposal for such qualifying project. The evaluation committee of the Local Government shall establish a scoring matrix for review of responses to a request for proposal. The scoring matrix can be weighted in any fair manner to adequately assess the critical elements of a proposal, with the most likely highest weighted categories being (a) project financing and (b) qualifications and experience.

There are several factors that the Local Government may use when evaluating and selecting an unsolicited proposal, including, but not limited to, the following:

(1) **Qualifications and Experience**

Factors to be considered to determine whether the proposer possesses the requisite qualifications and experience include:

- (a) Experience with similar projects;
- (b) Demonstration of ability to perform work;
- (c) Leadership structure;
- (d) Project manager's experience;
- (e) Management approach;
- (f) Financial condition; and
- (g) Project ownership.

(2) Project Characteristics

Factors to be considered in determining the project characteristics include:

- (a) Project definition;
- (b) Proposed project schedule;
- (c) Operation of the project;
- (d) Technology; technical feasibility;
- (e) Conformity to laws, regulations, and standards;
- (f) Environmental impacts;
- (g) Condemnation impacts;
- (h) State and local permits; and
- (i) Maintenance of the project.

(3) Project Financing

Factors to be considered in determining whether the proposed project financing allows adequate access to the necessary capital to finance the project include:

- (a) Cost and cost benefit to the local government;
- (b) Financing and the impact on the debt burden of the local government or appropriating body;
- (c) Financial plan, including the degree to which the proposer has conducted due diligence investigation and analysis of the proposed financial plan and the results of any such inquiries or studies;
- (d) Opportunity costs assessment;
- (e) Estimated cost;
- (f) Life-cycle cost analysis;
- (g) The identity, credit history, past performance of any third party that will provide financing for the project and the nature and timing of their commitment, as applicable; and
- (h) Such other items as the local government deems appropriate.

In the event that any project is financed through the issuance of obligations that are deemed to be tax-supported debt of the local government, or if financing such a project may impact the local government's debt rating or financial position, the local government may select its own finance team, source, and financing vehicle.

(4) Project Benefit and Compatibility

Factors to be considered in determining the proposed project's compatibility with the appropriate local or regional comprehensive or development plans include:

- (a) Community benefits;
- (b) Community support or opposition, or both;
- (c) Public involvement strategy;

- (d) Compatibility with existing and planned facilities; and
- (e) Compatibility with local, regional, and state economic development efforts.

(5) Other Factors

Other factors that may be considered by the Local Government in the evaluation and selection of competing proposals include:

- (a) The proposed cost of the qualifying project;
- (b) The general reputation, industry experience, and financial capacity of the private entity;
- (c) The proposed design of the qualifying project;
- (d) The eligibility of the project for accelerated documentation, review, and selection;
- (e) Local citizen and government comments;
- (f) Benefits to the public, including financial and nonfinancial;
- (g) The private entity's compliance with a minority business enterprise participation plan or good faith effort to comply with the goals of such plan;
- (h) The private entity's plans to employ local contractors and residents;
- (i) The recommendation of a committee of representatives of members of the local government and the appropriating body which may be established to provide advisory oversight for the project; and
- (j) Other criteria that the local government deems appropriate.

Terms and Definitions

“Comprehensive agreement” means the written agreement between the private entity and the local government required pursuant to the PPFIA.

“Develop” or **“development”** means to plan, design, develop, finance, lease, acquire, install, construct, operate, maintain or expand.

“Interim agreement” means an agreement between a private entity and a responsible public entity that provides for phasing of the development or operation, or both, of a qualifying project. Such phases may include, but are not limited to, design, planning, engineering, environmental analysis and mitigation, financial and revenue analysis, or any other phase of the project that constitutes activity on any part of the qualifying project.

“Local Government” means any county, municipality, consolidated government, or board of education.

“Private entity” means any natural person, corporation, general partnership, limited liability company, limited partnership, joint venture, business trust, public benefit corporation, nonprofit entity, or other business entity.

“Qualifying Project” means any project selected in response to a request for a local government or submitted by a private entity as an unsolicited proposal in accordance with the PPFIA and subsequently reviewed and approved by a local government, within its sole discretion, as meeting a public purpose or public need. A “qualifying project” shall not include and shall have no application to any project involving:

- (1) The generation of electric energy for sale pursuant to Chapter 3 of Title 46 of the Official Code of Georgia Annotated;
- (2) Communications services pursuant to Articles 4 and 7 of Chapter 5 of Title 46 of the Official Code of Georgia Annotated;
- (3) Cable and video services pursuant to Chapter 76 of title 36 of the Official Code of Georgia Annotated; or
- (4) Water reservoir projects as defined in paragraph (10) of O.C.G.A. §12-5-471, which shall be governed by Article 4 of Chapter 91 of Title 36 of the Official Code of Georgia Annotated.

“Revenue” means all revenues, income, earnings, user fees, lease payments, or other service payments arising out of or in connection with supporting the development or operation of a qualifying project.

“Unsolicited Proposal” means a written proposal for a qualifying project that is received by a local government and is not in response to any request for proposal for a qualifying project issued by a local government.

“State” means the State of Georgia.



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., a Delaware corporation with offices at 840 West Long Lake Road, Troy, MI 48098 ("Tyler") and Camden County Board of Commissioners, GA, with offices at P.O. Box 699, Woodbine, GA 31569-0699 ("Client").

WHEREAS, Tyler and the Client are parties to a License Agreement with an effective date of December 16, 2013 (the "Agreement");

WHEREAS, Tyler and Client now desire to amend the Agreement as provided herein.

NOW THEREFORE, in consideration of the mutual promises hereinafter contained, Tyler and the Client agree as follows:

1. The software and/or services set forth in Exhibit 1 to this Amendment are hereby added to the Agreement. The following payment terms, as applicable, shall apply:
 - a. Additional software fees will be invoiced 100% on the Amendment Effective Date.
 - b. Associated maintenance and support fees, as set forth in Exhibit 1, shall be prorated for a time period commencing on the Amendment Effective Date and ending September 30, 2026, shall be invoiced to the address identified below. Annual maintenance and support services will renew each October 1st, at our then-current rates.
 - c. Annual SaaS Services shall have an initial term commencing on the first day of the first month following the Amendment Effective Date through September 30, 2026. Annual SaaS Fees for the initial term, as set forth in Exhibit 1, shall be invoiced on October 1st, 2026 to the address identified below. Subsequent annual SaaS Fees, at our then-current rates, shall be invoiced each October 1st thereafter.
 - d. Additional Implementation and other professional services (including training and Third Party) are billed and invoiced on the Amendment Effective Date, at the rates set forth in the Amendment Investment Summary.
2. The fees for the items added to the Agreement shall be invoiced to the following:

Kingsland Fire Department
595 E. King Ave.
Kingsland, GA 31548

Nothing in this Amendment, whether express or implied, is intended to confer any rights or remedies under or by reason of the Agreement to the Kingsland Fire Department. In the event the Kingsland Fire Department fails to pay the invoice within sixty (60) days of receipt, then Tyler may invoice Client directly for same. Client reserves all right to pursue subsequent contribution from Kingsland Fire Department for all such sums paid.

3. Fire Prevention Mobile-On-Board Codes. Your use of the third-party On-Board Codes are subject to the terms found at: <https://www.tylertech.com/terms/mobileeyes-third-party-terms>. By signing this document, or accessing, installing or using the Fire Prevention Mobile software, you agree that you have read, understood and agree to such terms. You may not, and Licensee, no later than one year following the Effective Date of this Agreement but as soon as practical, may not permit others to reproduce and/or otherwise use the Licensed Materials in any manner for purposes of training artificial intelligence technologies to generate text, including

without limitation, technologies that can generate works in the same style or genre as the Licensed Materials, unless Licensee obtains the specific and express permission of NFPA to do so.

4. Without limiting the terms in the Agreement, you understand and agree that the Tyler Software set forth in the Investment Summary as subscription or software as a service ("SaaS") do not include perpetual rights. If you do not pay the required annual fee in accordance with the Invoicing and Payment Policy, your right to use the applicable Software will be suspended unless and until payment in full has been made. Tyler Software provided as SaaS is subject to the Tyler SaaS Services Terms and Service Level Agreement found here: <https://www.tylertech.com/terms/tyler-saas-services>.
5. Twilio Acceptable Use Policy and Terms of Service. Your use of the Tyler Software may include functionality provided by a Third Party Developer, Twilio. Your rights, and the rights of any of your end users, to use said functionality are subject to the terms of the Twilio Acceptable Use Policy, available at <http://www.twilio.com/legal/aup>, and to applicable provisions found in the current Twilio Terms of Service, available at <https://www.twilio.com/legal/tos>. By signing a Tyler Agreement or accessing, installing, or using any such Tyler solution, you certify that you have reviewed, understand and agree to said terms. Tyler hereby disclaims any and all liability related to your or your end user's failure to abide by the terms of the Twilio Acceptable Use Policy or Terms of Service. Any liability for failure to abide by said terms shall rest solely with the person or entity whose conduct violated said terms.
6. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.
7. All other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, a duly authorized representative of each party has executed this Amendment as of the date of signature of the last party to sign as indicated below.

Tyler Technologies, Inc.

Camden County Board of Commissioners, GA

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Acknowledged by non-party, Affiliated Organization
Kingsland Fire Department

By: _____

Name: _____

Title: _____

Date: _____



Exhibit 1
Amendment Investment Summary

The following Amendment Investment Summary details the software, products, and services to be delivered by us to you under the Agreement. This Amendment Investment Summary is effective as of the Amendment Effective Date.

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Quoted By:
Quote Expiration:
Quote Name:

Brian Rennie
11/28/25
Fire Suite

Sales Quotation For:

KINGSLAND, GA CITY OF
P.O. BOX 250

KINGSLAND GA 31548-0250
Phone: 912-729-8270

Shipping Address:

Kingsland Fire Rescue
595 E King Ave
PO Box 250
Kingsland GA 31548

Tyler Software

Description	License	Discount	License Total	Year One Maintenance
Enterprise Public Safety				
Mobile				
Enterprise Fire Field Mobile with Advanced Mapping [5]	\$ 2,375	\$ 238	\$ 2,137	\$ 449
Total	\$ 2,375	\$ 238	\$ 2,137	\$ 449
<i>Sub-Total</i>	\$ 2,375		\$ 2,137	\$ 449
<i>Less Discount</i>	<i>\$ 238</i>			<i>\$ 0</i>
TOTAL	\$ 2,137		\$ 2,137	\$ 449

Annual / SaaS

Description	Fee	Discount	Annual
Fire Prevention Mobile			
Fire Prevention Mobile			
Inspector Mobile (2)	\$ 4,400	\$ 440	\$ 3,960
Company Inspector Mobile - Pre-plan (3)	\$ 3,060	\$ 306	\$ 2,754

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CONFIDENTIAL

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Onboard Codes - NFPA	\$ 240	\$ 0	\$ 240
Product Integration - Enterprise ERP	\$ 0	\$ 0	\$ 0
Product Integration - Enterprise Permitting & Licensing	\$ 0	\$ 0	\$ 0
Product Integration - FPM and Emergency Networking	\$ 0	\$ 0	\$ 0
Enterprise Public Safety			
Emergency Networking			
EN - Fire Suite	\$ 6,500	\$ 650	\$ 5,850
EN - Investigations	\$ 1,500	\$ 150	\$ 1,350
TOTAL			\$ 14,154

Services

Description	Quantity	Unit Price	Discount	Total
Enterprise Public Safety				
EN - Data Import - Fire Suite - Excluding Training & Nemsis	1	\$ 2,000	\$ 0	\$ 2,000
Emergency Networking Project Management	1	\$ 1,920	\$ 0	\$ 1,920
EN - Online Web Training (4) Hours	1	\$ 450	\$ 0	\$ 450
EN - Investigations Implementation	1	\$ 500	\$ 0	\$ 500
EN - Fire Suite Implementation (Includes NERIS)	1	\$ 1,920	\$ 0	\$ 1,920
Fire Prevention Mobile				
Setup & Configuration Services	20	\$ 200	\$ 0	\$ 4,000
Training Services	16	\$ 200	\$ 0	\$ 3,200
TOTAL				\$ 13,990

Summary	One Time Fees	Recurring Fees
Total Tyler Software	\$ 2,137	\$ 449
Total Annual	\$ 0	\$ 14,154
Total Tyler Services	\$ 13,990	\$ 0
Total Third-Party Hardware, Software, Services	\$ 0	\$ 0
Summary Total	\$ 16,127	\$ 14,603

Assumptions

For additional information, please visit <https://empower.tylertech.com/enterprise-public-safety-specifications.html>

Decisions about on-site versus remote planning meetings and training delivery will be decided mutually during the initial kickoff meetings.

Data loading services include the following: Loading the published fire codes and standards that are in-scope. Loading occupancy data. Assumptions for loading of occupancy data: While there is no limit to the number of occupancy records to be loaded, the line item for Setup and Configuration Services assumes certain minimum requirements. The following requirements must be met for us to load occupancy data: The data must be provided in the form of a spreadsheet or .csv file with each record being a single row in the spreadsheet. A collection of tables from an existing database cannot be accepted. Different types of data can be provided in separate spreadsheets as long as there is a key field/ID linking the spreadsheets together. For example, you can provide address and business name information in one spreadsheet and contact information in a second spreadsheet. But there must be a unique ID that links a contact in the second spreadsheet to the “owning” occupant in the first spreadsheet. Spreadsheets cannot be linked using address or occupant name. These are not considered “keys”. If your occupancy data is coming from more than one source, there must be no overlap between the records from each source. Time spent trying to blend together two or more overlapping spreadsheets is not included in this proposal line item. Optional Data Conversion Services: Tyler does not perform any data clean up. This is the responsibility of our client. No parsing, concatenation, etc. will be completed by Tyler. This will need to be done in the legacy system or in the data export prior to providing the data to Tyler’s MobileEyes team. Exception: Parsing full street addresses into individual fields for each piece of the address (address, directional prefix, street name, street type, directional suffix, city, state, zip code). Exception: The client can provide multiple spreadsheets of data with records that are linked through a record key assuming the number of spreadsheets is six or less. An example of this would be a separate spreadsheet of contact data with a record key that enables linking of the contacts to the location and occupancy records. No “fuzzy” matching of records – e.g., matching on address or business name – will be done. Data conversion services included: Data mapping – This includes mapping of each field of the customer data to a corresponding field in MobileEyes. Where there is no direct match to a client field, the Tyler project manager will meet with the designated client data decision maker to determine a) whether to load that field, and b) if the decision is to load it, then which MobileEyes field it will be loaded into. Data loading – This includes loading the client data into the MobileEyes Web database per the approved data map. Examples of services considered “data clean up” and therefore, not included: Removal of records from the data set that the client does not want loaded. For example, removing residential records or properties that the Fire Marshal’s Office does not inspect. These must be removed by the client from the data set prior to providing the file to Tyler for data mapping. Data manipulation/changing of data that is provided in the export. For example, a field that will become a pick list field in MobileEyes has more unique values than the client wants the pick list to have. (Example, the Section field has 20 unique values represented in the data and the customer wants to consolidate the number of unique values to 10.) We will do a reasonable amount of data clean up, organization, and standardization of your data before loading it, but the department or agency is responsible for the accuracy and completeness of the data. You will have an opportunity to review the data before it is loaded. Optional services not included in the proposal: The following optional services are available and can be priced separately: Data loading of inspection history. Data loading of invoice history. Data loading of permit history.

The Fire Prevention Mobile integration with Enterprise Permitting & Licensing is with the Business Licensing module. The integration with Permitting consists of a joint task list/schedule of fire inspections, plan reviews, and permit inspections.

**CITY OF KINGSLAND, GEORGIA
ORDINANCE NO. 2025-19**

AN ORDINANCE TO AMEND THE CITY OF KINGSLAND ZONING ORDINANCE

TO LIMIT THE NUMBER OF GROUND BANNER SIGNS PER PARCEL IN THE C-2 AND C-4 ZONING DISTRICTS; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER PURPOSES.

WHEREAS, the Mayor and City Council of the City of Kingsland find it necessary to promote orderly and consistent signage standards within commercial districts; and

WHEREAS, the City desires to limit the number of ground banner signs permitted per parcel in the C-2 and C-4 Zoning Districts to preserve community aesthetics and reduce visual clutter;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Kingsland, Georgia, as follows:

Section 1. Amendment to Zoning Ordinance

That Appendix A, City of Kingsland Zoning Ordinance, Article VI, Section 61 (pertaining to Signs in Commercial Districts), is hereby amended by adding the following subsection:

Section 61.4.3 – Ground Banner Signs (C-2 and C-4 Districts)

In the C-2 (General Commercial) and C-4 (Interstate Commercial) Zoning Districts, no more than two (2) ground banner signs shall be permitted per parcel, ~~regardless of the number of businesses or tenants located on the parcel.~~

In the case of multi-tenant strip plazas or shopping centers located on a single parcel, each individual business shall be permitted one (1) ground banner sign.

Formatted: Highlight

All ground banner signs shall otherwise comply with the applicable standards for size, placement, and duration as provided in this ordinance.

This amendment shall be incorporated into and made a part of the City of Kingsland Zoning Ordinance.

Section 2. Repealer

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3. Severability

If any section, subsection, sentence, clause, or phrase of this ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 4. Effective Date

This ordinance shall become effective immediately upon adoption by the Mayor and City Council of the City of Kingsland.

ORDAINED AND ADOPTED by the Mayor and City Council of the City of Kingsland, Georgia, this ____ day of _____, 2025.

CITY OF KINGSLAND, GEORGIA

By: _____
Dr. C. Grayson Day, Jr., Mayor

ATTEST:

Jean O. Seigler-Horne
City Clerk



The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development

Staff Report

City Council Meeting Date: November 10, 2025

Agenda Item: Temporary Alcohol License

Summary:

Alex Wong with Outerbanks Bar & Grill has applied for a temporary alcohol license to be able to sell beer/wine/liquor by the drink at the 2025 Kingsland Catfish Festival. No issues were found during the background check.

Zoning: C-1A (General Commercial)

Staff Recommendation: **City Manager, Chief of Police, and the Planning Director recommends approval of the Alcohol License.**

Scott L. Kimball

Planning & Zoning Director



CITY OF KINGSLAND

TEMPORARY ALCOHOL PERMIT FOR NON-PROFIT CIVIC ORGANIZATIONS AND "FOR PROFIT" BUSINESSES

Temporary/Special Event Alcohol Beverage Permit Application

☐ Non-Profit: 501(c) ☐ Non-Profit: 501(d) ☐ Non-Profit: 501(e) ☒ For-Profit Business

☒ Beer ☒ Wine ☒ Distilled Spirits

Organization Name: Outerbanks Seafood & Steaks

Location of Event: HIGHWAYS 17 & WILLAIMS

Set-Up Date(s) of Event: 11/21/2025 Ending Date(s) 11/22/2025

Event Start-time: 5:00PM Event End-time: 8:00PM

Applicant's Name: ALEX WONG

Mailing Address: 140 THE LAKES BLVD | SUITE H, KINGSLAND, GA 31548

Physical Address: 140 THE LAKES BLVD | SUITE H, KINGSLAND, GA 31548

Federal Tax ID #: 26-1389830

Contact's Person Name: ALEX WONG

Applicant's Phone #: 9127295495 Contact's Phone #: 9127295495

Alcohol Provided By: OUTERBANKS

How will alcohol be dispensed? ☒ For Sale/Sold ☐ Give-away Will There Be Entertainment at the Event? ☒ Yes ☐ No

Business catering food: VERIOUS VENDORS ONSITE Estimated # of Attendees: 8,000+

Will the Event Be Open to the Public? ☒ Yes ☐ No Will There Be Security at The Event? ☒ Yes ☐ No

Copy of 501 designation attached? ☐ Yes ☐ No ☐ Not Applicable **KPD/CCSSO**

Please sign and date this application acknowledging your responsibilities as the license holder to ensure all state and local laws governing the dispensing of alcohol, including the prohibition against serving to minors, are strictly enforced. By signing below, you agree that you have read, understand & acknowledge your responsibilities as outlined in City of Kingsland Ord. No. 2012-06, 8-27-2012 / Sec. 3-19.1. - Issuance of Temporary Permit for Sale by Nonprofit Civic Organizations.

ALEX WONG

Print Name

Signature

10/3/2025

Date

<u>Office Use</u>			
			<u>Authorized Signature</u>
Planning Director:	Approved ☒	Disapproved ☐	
Police Department:	Approved ☒	Disapproved ☐	
City Manager Office:	Approved ☒	Disapproved ☐	
Comments:			



The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development

Staff Report

City Council Meeting Date: November 10, 2025

Agenda Item: Alcohol License

Summary: Amanda Sandlin, with Texas Roadhouse Holdings, LLC has applied for an alcohol license for the Texas Roadhouse restaurant located at 1508 Boone St. The purpose of the alcohol license is for the sale of beer/wine/liquor by the drink to be consumed on the premises. No issues were found during the background and fingerprint checks.

Zoning: C-2 (General Commercial)

Staff Recommendation: **Chief of Police and the Planning Department Staff recommends approval of the Alcohol License.**

Scott L. Kimball

Planning & Zoning Director



Kingsland Police Department
111 South Seaboard Street
P.O. Box 250
Kingsland, GA 31548
Phone: 912-729-8254
Fax: 912-729-8628 www.KingslandGeorgia.com

Rick Evans, Chief of Police

Jason Seaward, Deputy Chief

To: Scott Kimball,

October 7, 2025

A background investigation was conducted for the Alcohol Beverage License application submitted by Amanda Sandlin for Texas Roadhouse Holdings LLC, 1508 Boone Street Kingsland, GA 31548. The findings are:

A local criminal background check was conducted for Sandlin and a criminal history was located, showing a traffic infraction for Driving While License Suspended in 2007 and a Shoplifting in 2011. There is no record of Kilner having any negative contact with law enforcement with the Kingsland Police Dept. or any law enforcement in the region. An internet/social media search for Kilner did not locate any information that would disqualify Sandlin from licensing.

I spoke with the three persons listed as references on the application.

On 10/3/2025, I spoke with Lucas Boyette, 904-728-2680. Boyette stated he has known Sandlin for approximately 10 years and met her while working for Texas Roadhouse. Boyette stated he knows of no reason why Sandlin should not be granted this application.

On 10/13/2025, I spoke with Aaron Sturgis, 727-479-7339. Sturgis stated he has known Sandlin for approximately 4 years from working at Texas Roadhouse. Sturgis stated he knows of no reason why Sandlin should not be granted this application.

I have attempted to contact Taylor Black four times, and have left two voice mails. Black contacted me back one time and left a voicemail however I was unable to get ahold of him after the voicemail was left.

Based on the above information I believe Amanda Sandlin is qualified for this alcohol license.

Respectfully,

A handwritten signature in blue ink, appearing to be "S. Swartz", with a long horizontal flourish extending to the right.

Captain Samantha Swartz
Criminal Investigations Division
Office of Professional Standards
Kingsland Police Dept.
912-729-8624



License #

6099

City of Kingsland

Post Office Box 250, Kingsland, Georgia 31548

Phone: (912) 729-5513

Fax: (912) 729-7618

APPLICATION FOR ALCOHOL BEVERAGE LICENSE

Application will not be accepted unless filled out completely.
(An investigation fee of \$250.00 is due upon submittal.)

NOTE:

For on-premise sales and consumption of alcoholic beverages, you MUST meet the following requirements:

- (1) Must be located within the proper zoning district;
- (2) Eating establishments;
- (3) Lounges located within hotels or motels where food is served and consumed; Must have a seating capacity of at least 50 people;
- (4) Private Clubs or association of individuals organized for fraternal or charitable purposes, must have a membership of at least 25 members.

The above requirements are more clearly defined in Sec. 3-3 of Ordinance 2003-23, as amended.

TYPE OF LICENSE APPLYING FOR: (Initial all that applies):

Malt Beverage (Beer) Retail

Packaged to Go:

Consumed on Premises:

X AMS

Wine Retail

Packaged to Go:

Consumed on Premises:

X AMS

Complimentary Beer/Wine Consumed on Premises

Intoxicating Liquor (distilled/Spirituous Liquors) By the Drink

Consumed on Premises X AMS

Type of Business (Check one):

X

Restaurant

 Retail Store

 Private Club

 Hotel Lounge

 Hotel In-Room Service

 Bowling Alley

 Golf Course/Club House

 Temporary-Daily

Seating Capacity: 340

Zoning District: C-2

Before the undersigned attesting officer, duly authorized by law to administer oaths, personally appeared the undersigned applicant for a license or permit for the sale of alcoholic beverages in the City of Kingsland, Georgia, and, being first duly sworn, on oath, states that the information given, statements made, and questions answered in this application are true and correct:

1. State the official name under which the business or establishment to be licensed will be conducted:
Texas Roadhouse Holdings LLC d/b/a Texas Roadhouse

Address of Applicant

Phone Number: 478-335-1411

Applicant's Date of Birth

N/A

S.S.N

Race N/A

2. State the business name under which the business or establishment to be licensed:

Texas Roadhouse Holdings LLC d/b/a Texas Roadhouse

Address: 1508 Boone Street, Kingsland, GA 31548

3. If applicant is a partnership of any kind, state the names, Social Security numbers, telephone Number and mailing addresses of all members of the partnership:

N/A

4. Attached a copy of partnership Agreement or Articles of Partnership to this Application.

5. If Applicant is a corporation, state the following:

(a) Shareholders' names, Social Security numbers, telephone numbers, and addresses:

Please see attached Exhibit "A"

(b) Officers' names, Social Security numbers, telephone numbers, and addresses:

President: Please see attached Exhibit "A"

Vice President:

Secretary:

Treasurer:

6. If applicant is a corporation, attach a copy of the Articles of Incorporation:

7. State the name(s), Social Security number(s), telephone number(s), and mailing address (es) of any Persons or entities, other than those named above, who have any financial interest or beneficial ownership interest in the establishment or business to be licensed:

N/A

8. State the name(s), Social Security number(s), and mailing address(es) and birth date(s) of each Manager the establishment or business licensed:

Amanda M. Sandlin

9. State whether or not the above-named manager(s) has ever been convicted of a crime or has been the subject of an alcoholic beverage license suspension or revocation by the State of Georgia or any other city or jurisdiction:

Amanda M. Sandlin, October 2019, Lowndes County, GA, arrested for reckless driving, entered a guilty plea, served probation and paid fine

10. If the response to the preceding was in the affirmative, state the date, nature, and name of said revoking or suspending body or agency:

City of Kingsland Alcohol License Application of
Texas Roadhouse Holdings LLC d/b/a Texas Roadhouse
1508 Boone Street, Kingsland, GA 31548

Exhibit "A"

Full Legal Name	Position Held	SSN	Home Address	Phone Number	% of Ownership
Gerald Morgan	CEO		 Simpsonville, KY 40067		0%
Regina Tobin	President		 Louisville, KY 40207		0%
Chistopher Colson	CLAO and Secretary		Prospect, KY 40059		0%
Texas Roadhouse, Inc.	Sole Member		 Lane, Louisville, KY 40205		100%

11. State whether or not the applicant and/or any of the officials, entities, or persons named above have ever been convicted of violating any ordinance, regulation, or law of any jurisdiction with regard to the sale or distribution of alcoholic beverages:
Please see attached Exhibit "B" for a list of violations
12. If your response to the preceding was in the affirmative, give a detailed description of such violation, including the name of the jurisdiction where the violation occurred:
Please see attached Exhibit "B"
13. State whether or not any of the individuals or entities identified above have been convicted of any crime and, if so, state a detailed description which includes the nature of the offense, date of conviction, and name of the jurisdiction:
14. If applicant or any of the individuals or entities named above holds an alcohol beverage license from any other jurisdiction or from the State of Georgia, state the name of each such jurisdiction and of the licensed location for any State license or attach a copy of each such license to this application.
Please see attached Exhibit "C" for a list of related businesses
15. If the location for which the license is sought has been or is now licensed, state the name of the business or establishment and the name of the licensee:
N/A
16. IF MY APPLICATION IS APPROVED, I CERTIFY:
(Please initial each of the following)
- AMS That I will abide by all the requirements of the City of Kingsland Code, law of the State of Georgia, and regulations of the State Department of Revenue.
- AMS That I will abide by the opening and closing hours and days on which sales are prohibited as set forth in the Kingsland Code.
- AMS That I will not attempt to transfer any license granted except under the terms and conditions as set forth in the City of Kingsland Code.
- AMS That the business in which I propose to sell alcoholic beverages to be consumed on the premises is not within 600 feet of any church, school ground, college campus, any business entering primarily to teenage persons, or any city-owned or city operated recreational facility (except as approved by council).
- AMS That if a license, as applied for, is granted, I will allow my business premises to be open to inspection at any time by City Officials authorized to conduct inspections of business premises.
- AMS That if I fail to comply with the City of Kingsland code, laws of the State of Georgia, or regulations of the Department of revenue, I understand that my license may be suspended and that no license fee paid shall be refundable.

ANS That if a license for Malt Beverage or Wine Packaged to Go is issued to me, I will sell only in the original, unbroken packaged and will not allow alcoholic beverages to be consumed on premises.

ANS That the building in which alcoholic beverages are to be sold has been completed according to the Southern Standard Building Code and evidence of ownership or a copy of the lease to said premises is attached hereto.

ANS That I have never been convicted of any felony involving moral turpitude.

ANS That I or any proposed employees have not been convicted for the violation of any law involving alcoholic beverages, gambling, or tax law violations. If yes, please list the names, type of conviction, and job title below.

17. List three references who are not family/relatives or current or future employees:

1.	Lucas Boyette	St. Augustine, FL
	Name	Address
2.	Taylor Black	Brooksville, FL
	Name	Address
3.	Aaron Sturgis	Louisiana
	Name	Address

18. If at current address for less than three years, list previous address:

N/A

19. Have you ever been convicted of any felony? No. If so please describe:

N/A

20. List any Alcoholic Beverages License currently held, include address and state):

None

21. List any Alcoholic Beverages Licenses previously held, include address and state):

None

22. Have you had any administrative sanctions brought against you by any state regulatory agency regarding alcohol sales? No.

The undersigned hereby stipulates and states that all statements given in this application are true and correct and made for the purpose of inducing aforesaid City to issue or renew said alcoholic beverage license(s). Applicant further states this document is sworn to and subscribed hereto with the full knowledge that any statement herein, given falsely shall constitute perjury and may result in the revocation of the license granted or the refusal to grant such license. The applicant agrees to comply and abide by the City's Alcoholic Beverage Ordinance.

Applicant further acknowledges that application must be fully completed at the time of filing and that applications may not be supplemented, amended, or revised after filing with the Clerk, except to correct misspelling or names.

APPLICANT HEREBY AGREES AND CONSENTS PURSUANT TO PUBLIC LAW 93-579 OF THE PRIVACY ACT OF 1974, THE DISCLOSURE OF INFORMATION OBTAINED IN THIS APPLICATION MAY BE SUBMITTED TO ANY AGENCY OF THE CITY, COUNTY, STATE, AND FEDERAL GOVERNMENT FOR THE PURPOSES OF OBTAINING THE NECESSARY INFORMATION TO PROCESS THE APPLICATION.

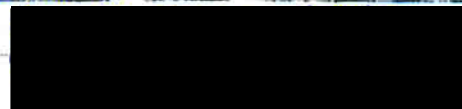
INITIAL

AMS I have read, understand, and will comply with all rules and regulations set forth in Ordinance No. 2003-23. (Available for viewing at City Hall, Kingsland Community Planning & Development Building, or online at www.kingslandga.org/cpld.htm)

Sworn to and subscribed to this 12 day of September, 2025

Amanda Sandhi

Phone #



Alanna E. Lee
WITNESS
[Signature]
NOTARY PUBLIC
(SEAL)

To be completed by City Officials

Recommendation of Planning Dir. ✓ Approve _____ Disapprove SK Initials

Recommendation of Police Chief ✓ Approve _____ Disapprove SP Initials

Recommendation of Building Insp. ✓ Approve _____ Disapprove [Signature] Initials

Date of Publication 10/9 & 10/16

Dates of Reading by Council 11/10/25

Council Voted to: _____ Approve _____ Disapprove _____ Initials

Date License Issued (subject to Council Approval): 11/12/25

Notice of the public hearing on the application for the license shall be published once a week for two weeks in the official newspaper of the city, when legal advertisement are published. After the application is complete and all information is received by the license officer, a public hearing will be scheduled on the application by the council. In addition, if the proposed location does not have an existing license, a sign shall be posted by the license officer on premises, at least 15 days prior to the public hearing.

E-VERIFY FORM
CITY OF KINGSLAND AFFIDAVIT
O.C.G.A. § 30-60-6(d) E-VERIFY PRIVATE EMPLOYER AFFIDAVIT OF COMPLIANCE

By executing this affidavit under oath, as an applicant for an alcohol license
[Occupational Tax Certificate, Alcohol License or other document required to operate a business] as referenced in
O.C.G.A. § 30-60-6(d), from the City of Kingsland, Georgia, the undersigned applicant representing the private employer
known as Texas Roadhouse Holdings LLC [printed name of private employer] verifies one of
the following with respect to my application for the above mentioned document:

1. a) X On January 1st of the below signed year the individual, firm, or corporation employed more than ten (10) employees.
- b) On January 1st of the below signed year the individual, firm, or corporation employed less than ten (10) employees. ()

If the employer selected 1 a), please fill out Section 2 below.

2) The employer has registered with and utilizes the federal work authorization program in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-14-90. The undersigned private employer also attests that its federal work authorization user identification number and date of authorization are as listed below:

884051
Federal Work Authorization User Identification Number

Applied for
BUSINESS ACCOUNT NO.

06/11/2015
Date of Authorization

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 allowed by such statute.

Executed in Kingsland (City) GA (State)

Amanda Sandlin
Signature of Applicant

9/12/25
Date

Amanda M. Sandlin
Printed Name of Applicant

SUBSCRIBED AND SWORN BEFORE ME ON
THIS THE 12 DAY OF Sept, 2025

Kurt Karch
NOTARY PUBLIC SEAL

My Commission Expires 6/13/24



CITY OF KINGSLAND, GEORGIA
SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE) FORM
O.C.G.A. § 50-36-1(E)(2) AFFIDAVIT VERIFYING STATUS FOR PUBLIC BENEFIT

By executing this affidavit under oath, as an applicant for an Occupational Tax Certificate, as referenced in O.C.G.A. § 50-36-1, from the City of Kingsland, Georgia, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

1) ☒ I am a United States citizen.

Please see link for acceptable forms of identification: <http://www.dhs.gov/e-verify>

2) ☐ I am a legal permanent resident of the United States. **

Please see link for acceptable forms of identification: <http://law.gd.gov/immigration-cypr>

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. **

Please see link for acceptable forms of identification: <http://law.gd.gov/immigration-cypr>

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

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

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

Driver's license

(please attach copy of document)

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

Executed in Kingsland (City), GA (State).

Amanda Sandlin

Signature of Applicant

Date

Amanda M. Sandlin

Printed Name of Applicant

Business License Acct. No. _____

Sales Tax ID No. _____

or Applicant _____

SUBSCRIBED AND SWORN BEFORE ME ON

THIS THE 12 DAY OF Sept, 2025

[Signature]
NOTARY PUBLIC/SEN

My Commission Expires: 6/13/27





COGENT  SYSTEMS
Georgia Applicant Processing Services

Acknowledgement

I authorize Cogent Systems, Inc. to conduct a fingerprint based criminal history record check of me.

I understand that Cogent Systems, Inc. will send my fingerprints to the Georgia Crime Information Center for a search of criminal history information in its files and to the Federal Bureau of Investigation for a search of its files when a federal record check is so authorized.

I understand that the electronic results of this fingerprint check will be received by Cogent Systems, Inc. and forwarded to the agency responsible for determining my suitability for the position for which I have applied.

I further understand that Cogent Systems, Inc. will not maintain a copy of my record and that Cogent Systems, Inc. meets all confidentiality and security requirements for handling and dissemination of state and federal criminal history record information.

By: Amara Sander

Date: 9/12/15

Secretary of State
Corporations Division
315 West Tower
#2 Martin Luther King, Jr. Dr.
Atlanta, Georgia 30334-1530

CONTROL NUMBER: 0550750
EFFECTIVE DATE: 07/22/2005
JURISDICTION : KENTUCKY
REFERENCE : 0097
PRINT DATE : 07/27/2005
FORM NUMBER : 350

SHEILA C. BROWN
6040 DUTCHMANS LANE, SUITE 400
LOUISVILLE, KY 40205

CERTIFICATE OF AUTHORITY TO TRANSACT BUSINESS

I, Cathy Cox, the Secretary of State of the State of Georgia, do hereby certify under the seal of my office that

TEXAS ROADHOUSE HOLDINGS LLC
A FOREIGN LIMITED LIABILITY COMPANY

has been organized under the laws of the jurisdiction stated above and has filed an application meeting the requirements of Georgia law to transact business as a foreign limited liability company in this state.

WHEREFORE, by the authority vested in me as Secretary of State, the above named limited liability company is hereby granted, on the effective date stated above, this certificate of authority to transact business in the State of Georgia as provided by Title 14 of the Official Code of Georgia Annotated.

WITNESS my hand and official seal in the City of Atlanta and the State of Georgia on the date set forth above.



Cathy Cox
Secretary of State

ORDINANCE NO. 2025-20

AN ORDINANCE OF THE CITY OF KINGSLAND, GEORGIA, TO PROVIDE FOR BACKFLOW PREVENTION AND CROSS-CONNECTION CONTROL WITHIN THE CITY’S WATER SYSTEM; TO PROTECT PUBLIC HEALTH; TO ESTABLISH REQUIREMENTS FOR INSTALLATION, TESTING, MAINTENANCE, AND RECORDKEEPING OF BACKFLOW PREVENTION ASSEMBLIES; TO PROVIDE ENFORCEMENT AUTHORITY; AND FOR OTHER PURPOSES.

WHEREAS, the City of Kingsland operates a public water system that provides potable water to residents, businesses, and institutions; and

WHEREAS, the protection of the public potable water supply from contamination or pollution due to backflow or backsiphonage through cross-connections is critical to public health, safety, and welfare; and

WHEREAS, Georgia Rule 391-3-5-.13 requires public water systems to implement backflow prevention and cross-connection control programs; and

WHEREAS, the City Council finds it in the public interest to establish an ordinance providing for backflow prevention and cross-connection control in compliance with state regulations;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Kingsland, Georgia as follows:

SECTION 1. TITLE AND PURPOSE

1. This ordinance shall be known and cited as the “City of Kingsland Backflow Prevention and Cross-Connection Control Ordinance.”
2. Its purpose is to protect the public potable water supply of the City by preventing contamination from backflow, backsiphonage, and cross-connections.

SECTION 2. DEFINITIONS

For the purposes of this ordinance, the following definitions apply:

- **Backflow:** The undesirable reversal of flow of water or other substances into the potable water supply.
- **Back-pressure:** A condition where the pressure in a non-potable system exceeds potable system pressure, causing potential contamination.
- **Back-siphonage:** Backflow caused by negative or below-atmospheric pressure in the potable water system.
- **Cross-connection:** Any actual or potential physical connection between potable water and a source of contamination.

- **Backflow Prevention Assembly:** A device installed to prevent backflow into the potable water system, including reduced pressure zone (RPZ), double check, and air-gap assemblies.
- **Certified Backflow Assembly Tester:** A person certified under Georgia’s Backflow Prevention Assembly Tester Certification Program.
- **Hazard Assessment:** Evaluation of the potential risk of contamination to the potable water system.
- **Owner/Customer:** The property owner or responsible party for premises served by the City’s water system.

SECTION 3. APPLICABILITY

1. This ordinance applies to all properties connected to the City’s water system.
2. The Public Works Director, Municipal Utilities Director, or Water Superintendent may require backflow prevention assemblies where a hazard exists.
3. All new construction, remodeling, or changes in use must undergo a hazard assessment to determine backflow prevention requirements.
4. The Owner/Customer is responsible for ensuring compliance with this ordinance.

SECTION 4. BACKFLOW PREVENTION REQUIREMENTS

1. Required assemblies shall be installed at the Owner/Customer’s expense and approved by the Public Works Director, Municipal Utilities Director, or Water Superintendent.
2. Assemblies must be accessible for testing, maintenance, and inspection.
3. Assemblies shall be tested after installation, relocation, or repair by a Certified Backflow Assembly Tester before service activation.
4. Annual testing is required, and reports must be submitted to the City or the City’s designee within thirty (30) days of testing.
5. Assemblies failing a test must be repaired or replaced within thirty (30) days, or service may be suspended.

SECTION 5. CROSS-CONNECTION CONTROL PROGRAM

1. The City shall maintain a written cross-connection control program in accordance with Georgia Rule 391-3-5-.13.
2. The Public Works Director, Municipal Utilities Director, or Water Superintendent may inspect properties, evaluate hazards, and require remedial actions.

3. Access for inspections must be provided upon reasonable notice.
4. Water service may be suspended for failure to correct hazardous conditions.

SECTION 6. FEES AND COSTS

1. The City may adopt a fee schedule by resolution for administration, inspection, testing oversight, and registration of backflow assemblies.
2. Owners/Customers are responsible for all costs related to installation, testing, repair, and maintenance of assemblies.
3. Non-payment may result in suspension of water service until fees are paid.

SECTION 7. ENFORCEMENT AND PENALTIES

1. Violations include failure to install, test, maintain, or report on required assemblies, or interference with inspections.
2. The City may suspend water service, impose civil penalties, or pursue injunctive relief.
3. Each day of continued violation may constitute a separate offense.

SECTION 8. TRANSITIONAL PROVISIONS

1. Existing service connections without required backflow assemblies must complete hazard assessments within 180 days of ordinance adoption.
2. Required assemblies for existing connections must be installed and tested within 12 months of notification by the City.

SECTION 9. SEVERABILITY

If any section, subsection, clause, or phrase is held invalid, the remainder of the ordinance shall not be affected.

SECTION 10. EFFECTIVE DATE

This ordinance shall take effect immediately upon adoption by the City Council and publication as required by law.

ADOPTED AND APPROVED this ____ day of _____, 2025.

CITY OF KINGSLAND, GEORGIA

By: _____
Dr. C. Grayson Day, Jr., Mayor

Attest: _____
City Clerk

RESOLUTION NO. 2025-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KINGSLAND, GEORGIA, TO ESTABLISH FEES, INSPECTION REQUIREMENTS, TESTING DEADLINES, AND CERTIFIED BACKFLOW ASSEMBLY TESTER LISTS IN SUPPORT OF THE CITY'S BACKFLOW PREVENTION AND CROSS- CONNECTION CONTROL ORDINANCE.

WHEREAS, the City of Kingsland has adopted the Backflow Prevention and Cross-Connection Control Ordinance (Ordinance No. 2025-20); and

WHEREAS, the Ordinance requires the installation, inspection, testing, and maintenance of backflow prevention assemblies for all properties served by the City's water system; and

WHEREAS, it is necessary to establish operational procedures, timelines, fees, and certified tester requirements to implement the Ordinance effectively;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kingsland, Georgia, as follows:

SECTION 1. FEE SCHEDULE

The following fees are hereby established and may be updated by separate resolution as needed:

Item	Fee
Backflow Prevention Assembly Registration (per device)	\$25.00 annually
Inspection/Verification by City Staff	\$50.00 per inspection
Late Test Report Submission	\$50.00 per occurrence
Re-inspection for Non-Compliance	\$50.00 per inspection
Administrative/Processing Fee	\$25.00 per property

- Fees are payable within 30 days of invoicing by the City.
- Non-payment may result in suspension of water service until all fees are paid.

SECTION 2. INSPECTION REQUIREMENTS

1. The Public Works Director, Municipal Utilities Director, or Water Superintendent or designee shall maintain a schedule for on-site inspections of premises for hazard assessment and verification of installed backflow prevention assemblies.
2. Properties shall be inspected:
 - o **New connections or new construction:** Prior to water service activation.

- o **Existing connections:** At least once every three years or more frequently as deemed necessary based on hazard level.
- 3. Owners/Customers shall provide reasonable access to premises and assemblies for inspections.

SECTION 3. TESTING DEADLINES

1. All testable backflow prevention assemblies must be tested:
 - o After initial installation, relocation, or repair by a Certified Backflow Assembly Tester before returning to service.
 - o Annually thereafter by a Certified Backflow Assembly Tester.
2. Test reports must be submitted to the City or designee within 30 days of testing.
3. Assemblies failing a test must be repaired or replaced within 30 days of notification by the City.
4. Failure to submit test reports or correct deficiencies may result in suspension of water service until compliance is achieved.

SECTION 4. CERTIFIED TESTER LIST

1. The City or designee shall maintain a list of Certified Backflow Assembly Testers approved to perform tests within the City of Kingsland.
2. Only testers certified under the Georgia Backflow Prevention Assembly Tester Certification Program or other recognized national certification approved by the State of Georgia shall be allowed to conduct testing.
3. The list of Certified Testers shall be updated annually and made available to property owners upon request.

SECTION 5. RECORDS

1. The Public Works Director, Municipal Utilities Director, or Water Superintendent shall maintain records of all hazard assessments, inspections, test reports, repairs, replacements, and notifications for a minimum of three (3) years, consistent with Georgia Rule 391-3-5-.13.
2. Owners/Customers are required to retain copies of their backflow assembly test reports and maintenance records for three (3) years.

SECTION 6. ENFORCEMENT

1. Enforcement procedures shall follow the Backflow Prevention Ordinance (Ordinance No. ____).

2. Water service may be suspended for non-compliance until all testing, repair, and reporting requirements are satisfied.
3. Administrative penalties may be assessed as defined in the Ordinance and accompanying fee schedule.

SECTION 7. EFFECTIVE DATE

This Resolution shall become effective immediately upon adoption by the City Council and shall remain in effect until amended or repealed by subsequent Resolution of the City Council.

ADOPTED AND APPROVED this ____ day of _____, 2025.

CITY OF KINGSLAND, GEORGIA

By: _____
Dr. C. Grayson Day, Jr., Mayor

Attest: _____
City Clerk

CITY OF KINGSLAND

BACKFLOW PREVENTION AND CROSS-CONNECTION CONTROL IMPLEMENTATION GUIDE

Purpose: To provide guidance for property owners and City staff in implementing the City's Backflow Prevention Ordinance and associated Resolution, ensuring compliance with Georgia Rule 391-3-5-.13.

1. RESPONSIBILITIES

1.1 City of Kingsland (or designee)

- Administer the backflow prevention program via the Public Works Director, Municipal Utilities Director, or Water Superintendent.
- Maintain the list of Certified Backflow Assembly Testers.
- Conduct inspections and hazard assessments of properties.
- Maintain records of assemblies, inspections, test reports, repairs, and notifications for minimum 3 years.
- Enforce compliance via notices, penalties, or water service suspension.

1.2 Property Owner / Customer

- Install, maintain, and test required backflow prevention assemblies at their expense.
- Provide access to premises for inspection and testing.
- Submit annual test reports within 30 days of testing.
- Retain test reports and maintenance records for 3 years.
- Correct any deficiencies as directed by the City.

2. HAZARD ASSESSMENT

2.1 Assessment Levels

- **Low Hazard:** Minimal risk of contamination; standard double-check assemblies may suffice.
- **Moderate Hazard:** Potential contamination from non-toxic substances; RPZ or other assemblies may be required.
- **High Hazard:** Potential contamination from toxic, chemical, or sewage sources; RPZ or air-gap assemblies required.

2.2 Assessment Procedure

- Complete a Hazard Assessment Questionnaire provided by the City.

- City staff may conduct on-site inspections.
- The Public Works Director, Municipal Utilities Director, or Water Superintendent will determine the type of backflow prevention assembly required.

3. BACKFLOW PREVENTION ASSEMBLY TYPES

Hazard Level Assembly Type

Low	Double Check Valve Assembly (DCVA)
Moderate	Reduced Pressure Zone Assembly (RPZ)
High	RPZ or Air Gap (as specified by City)

- Assembly must comply with AWWA Manual M14 and other recognized standards.
- Assembly must be accessible for testing and maintenance.

4. REGISTRATION

1. Complete the Backflow Assembly Registration Form (template included).
2. Submit registration to the Director of Utilities within 30 days of installation.
3. Pay the annual registration fee as per Resolution.

5. TESTING AND MAINTENANCE

5.1 Testing Schedule

- **Initial Test:** After installation, relocation, or repair.
- **Annual Test:** Every 12 months thereafter.

5.2 Certified Tester

- Tests must be conducted by a Certified Backflow Assembly Tester.
- Only testers listed on the City's approved list are accepted.

5.3 Test Report Submission

- Submit within 30 days of testing.
- Reports must include:
 - o Customer name and address

- o Assembly location and type
- o Tester certification number
- o Test results and any repairs performed

5.4 Repairs

- Failed assemblies must be repaired or replaced within 30 days.
- Water service may be suspended until compliance is restored.

6. INSPECTION PROCEDURE

1. City staff may perform periodic inspections of premises.
2. Inspection focuses on:
 - o Assembly condition and type
 - o Access and maintenance
 - o Potential cross-connections
3. Non-compliant conditions will result in:
 - o Written notice
 - o Required corrective actions
 - o Possible water service suspension if not corrected

7. RECORDKEEPING

7.1 City Records

- Maintain records of all inspections, hazard assessments, test reports, repairs, and notifications for 3 years.

7.2 Customer Records

- Retain test reports, maintenance records, and repair documentation for 3 years.

8. FORMS AND TEMPLATES

8.1 Backflow Assembly Registration Form

To be completed by property owner or contractor

Customer Name: _____

Property Address: _____

Phone: _____

Email: _____

Assembly Type: _____

Manufacturer/Model: _____

Serial Number: _____

Installation Date: _____

Installer Name: _____

Certified Tester Name: _____

Tester Certification #: _____

Signature of Owner: _____

Date: _____

8.3 Hazard Assessment Questionnaire

- Does the property have chemical, industrial, or sewage connections? ☐ Yes ☐ No
- Are there irrigation systems connected to potable water? ☐ Yes ☐ No
- Are there fire suppression systems connected to potable water? ☐ Yes ☐ No
- Does the property have any connections in exceedance of 70 psi.? ☐ Yes ☐ No
- Any other potential cross-connections? _____

9. IMPLEMENTATION CALENDAR

Action	Deadline
Existing service hazard assessments	Within 180 days of ordinance adoption
Installation of required assemblies for existing connections	Within 12 months of notification
Annual testing	Within 12 months of previous test
Test report submission	Within 30 days of testing

10. CONTACT INFORMATION

City of Kingsland – Municipal Utilities Department

Address: _____

Phone: _____

Email: _____

Certified Tester List: Available upon request

Bid Tabulation
RFP #COK 26-002
Purchase of (2) Utility Body Trucks
Tuesday, October 28, 2025

Gas Truck

Vendor	Year	Make	Model	Total Cost	ETA
Jacksonville CDJR	2025	RAM	2500	\$61,301.50	14 Days
Murray Ford	2025	FORD	F-250	\$64,836.00	30 Days
Bennett CDJR	2025	RAM	2500	\$66,709.00	42-50 Days

Diesel Truck

Vendor	Year	Make	Model	Total Cost	ETA
Murray Ford	2025	FORD	F-250	\$75,346.00	30 Days
Jacksonville CDJR	2025	RAM	2500	\$75,346.50	14 Days
Bennett CDJR	2025	RAM	2500	\$80,228.00	42-50 Days

Medical Cost Analysis for:
City of Kingsland
Effective Date: January 1, 2026

Buy Up	Enrollment	Current	Renewal
Employee	41	\$1,039.49	\$1,180.89
Emp + Spouse	9	\$2,105.74	\$2,417.26
Emp + Child(ren)	4	\$1,750.34	\$2,008.55
Emp + Family	1	\$2,816.57	\$3,234.20
Plan Monthly Projected Costs		\$71,388.68	\$81,440.23
Plan Annual Projected Costs		\$856,664.16	\$977,282.76
Base	Enrollment		
Employee	49	\$1,012.77	\$1,150.16
Emp + Spouse	6	\$2,046.93	\$2,349.63
Emp + Child(ren)	13	\$1,702.20	\$1,953.19
Emp + Family	9	\$2,736.37	\$3,142.48
Plan Monthly Projected Costs		\$108,663.24	\$124,129.41
Plan Annual Projected Costs		\$1,303,958.88	\$1,489,552.92
Total Monthly Projected Costs		\$180,051.92	\$205,569.64
Total Annual Projected Costs		\$2,160,623.04	\$2,466,835.68
Total Increase/Decrease from Current		14%	

Notes:

The benefit plan information shown is illustrative only. To the extent the benefit plan information summarized herein differs from the underlying plan details specified in the insurance documents that govern the terms and conditions of the plans of insurance described, the underlying insurance documents will govern in all cases.

City of Kingsland 2026 Medical Contributions

Cigna - Group Health Insurance

Plan:	Base Plan - POS 80/60 - 1500						
Coverage	Monthly			Per Pay Period (26)			ER Contribution %
	Rate	ER Contribution	EE Contribution	Rate	ER Contribution	EE Contribution	
Employee Only	\$1,150.16	\$1,062.52	\$87.64	\$530.84	\$490.39	\$40.45	92%
Employee + Spouse	\$2,349.63	\$1,987.26	\$362.38	\$1,084.44	\$917.19	\$167.25	85%
Employee + Child(ren)	\$1,953.19	\$1,622.45	\$330.74	\$901.47	\$748.82	\$152.65	83%
Family	\$3,142.48	\$2,461.74	\$680.75	\$1,450.38	\$1,136.19	\$314.19	78%

Plan:	Buy Up Plan - POS 90/70 - 1500						
Coverage	Monthly			Per Pay Period (26)			ER Contribution %
	Rate	ER Contribution	EE Contribution	Rate	ER Contribution	EE Contribution	
Employee Only	\$1,180.89	\$1,062.52	\$118.37	\$545.03	\$490.39	\$54.63	90%
Employee + Spouse	\$2,417.26	\$1,987.26	\$430.01	\$1,115.66	\$917.19	\$198.46	82%
Employee + Child(ren)	\$2,008.55	\$1,622.45	\$386.10	\$927.02	\$748.82	\$178.20	81%
Family	\$3,234.20	\$2,461.74	\$772.47	\$1,492.71	\$1,136.19	\$356.52	76%

Principal - Group Dental & Vision

Plan:	Dental						
Coverage	Monthly			Per Pay Period (26)			ER Contribution %
	Rate	ER Contribution	EE Contribution	Rate	ER Contribution	EE Contribution	
Employee Only	\$26.74	\$0.00	\$26.74	\$12.34	\$0.00	\$12.34	0%
Employee + Spouse	\$55.98	\$0.00	\$55.98	\$25.84	\$0.00	\$25.84	0%
Employee + Child(ren)	\$53.60	\$0.00	\$53.60	\$24.74	\$0.00	\$24.74	0%
Family	\$82.82	\$0.00	\$82.82	\$38.22	\$0.00	\$38.22	0%

Plan:	Vision						
Coverage	Monthly			Per Pay Period (26)			ER Contribution %
	Rate	ER Contribution	EE Contribution	Rate	ER Contribution	EE Contribution	
Employee Only	\$7.53	\$7.53	\$0.00	\$3.48	\$3.48	\$0.00	100%
Employee + Spouse	\$16.41	\$11.97	\$4.44	\$7.57	\$5.52	\$2.05	73%
Employee + Child(ren)	\$15.36	\$11.45	\$3.91	\$7.09	\$5.28	\$1.80	75%
Family	\$24.24	\$15.89	\$8.35	\$11.19	\$7.33	\$3.85	66%