



**CITY OF KINGSLAND, GEORGIA  
CITY COUNCIL  
AGENDA • JANUARY 26, 2026**

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**Regular Meeting**

**City Council Chamber**  
107 South Lee Street - City Hall, Kingsland, GA 31548

**6:00 PM**

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**I. PUBLIC HEARING**

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

Alex Wong, owner of Outerbanks Bar and Grill, has applied for a temporary alcohol license for the sale of beer/wine/liquor by the drink at the 2026 Mardi Gras Festival to be held on February 6-7, 2026 in downtown Kingsland.

**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. RECOGNITION**

1. Home for the Holidays Light Contest Winners

**VII. GRANTING AUDIENCE TO THE PUBLIC**

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

1. Approval of: Kingsland Police Headquarters Change Order #1 & #2  
Change Order Proposal #01 – Fire Hydrant and Subgrade Drains  
This change order addresses revised civil plan requirements for the Kingsland Police Facility,

including upsizing a portion of the water main from 6-inch to 8-inch, adding a new fire hydrant assembly, and installing subgrade drains at designated storm structures. The changes are necessary to meet updated design and site drainage needs identified during plan revisions.

**Change Order Proposal #02 – Existing Force Main Conflict**

This change order addresses an unforeseen field condition where the existing 6-inch force main was found to be located differently than shown on the plans and in conflict with proposed storm drainage infrastructure and pond slopes. The scope includes relocating a portion of the force main to avoid conflicts and allow construction to proceed as designed.

**Staff received preliminary approval.**

2. Approval of: Business and Economic Development Agreement between the City of Kingsland and Camden County Chamber of Commerce

Approval of an annual agreement between the City of Kingsland and the Camden County Chamber of Commerce for the provision of business and economic development services, community and tourism event coordination, marketing and promotional services, and board and committee management support. The agreement establishes a one-year term with annual funding in the amount of \$55,805.00, subject to budget appropriation.

**Staff recommends approval.**

3. Acceptance of: Firehouse Subs Public Safety Foundation Grant Award

Firehouse Subs Public Safety Foundation Board of Directors has awarded City of Kingsland, on behalf of Kingsland Fire Rescue, 15 Shoulder Mics valued up to \$10,045.40. The grant will fund \$9,197.45 and Kingsland Fire Department's budget will fund \$847.95.

**Staff recommends approval.**

4. Approval of: License Agreement for Short Term Use of College of Coastal Georgia for Police Academy

Consideration and approval of a License Agreement/Permit for the short-term use of facilities to host a 16-week police academy, scheduled from March 9, 2026 through June 26, 2026.

**Staff recommends approval**

5. Discussion on Rental Fees for Lions Park

6. Approval of: Intergovernmental Agreement for Accounting Management Services between City of Kingsland and Camden County Public Service Authority

Current IGA in place with Kingsland providing accounting management services for the PSA is hereby updated to clarify certain duties, define average hours per week, and update hourly rate.

**Staff recommends approval.**

7. Approval of: Temporary Alcohol License for Alex Wong, owner of Outerbanks Bar and Grill and Resolution 2026-03

Alex Wong, owner of Outerbanks Bar and Grill, has applied for a temporary alcohol license for the sale of beer/wine/liquor by the drink at the 2026 Mardi Gras Festival to be held on

February 6-7, 2026 in downtown Kingsland. Resolution 2026-03 authorizes a temporary waiver on the fifteen-day public hearing advertising requirement.

**X. MAYOR AND COUNCIL ANNOUNCEMENT**

**XI. ADJOURNED**

**B. JAMES CONSTRUCTION, LLC**  
**4478 Meadow Wood Road**  
**Blackshear, GA 31516**  
**P: 912-449-3739**

January 9, 2026

Mr. Benjamin Starks  
Jericho Design Group  
208 Pirkle Ferry Road, Suite C  
Cumming, GA 30040

Ref: Fire Hydrant and Subgrade Drain Adds – C.O. Proposal #01  
Kingsland Police Facility

Attention: Ben

As requested, we propose to a new fire hydrant and change the size of the incoming line as indicated on the revised civil plans sheets C2.1, C2.2 and C2.3 received on 12/16/25.

We also include adding subgrade drains to the storm boxes indicated on the revised civil plans C3.1, C3.2, C3.3, C3.4, C3.5 and C3.8 received on 12/16/25.

I have attached the cost from Rowell Contracting to do this work to do this work. Also see attached email indicating there may be a possibility of eliminating the 8” gate valve in the amount of \$2,800.00. Please advise if this acceptable and I will redo the final amount.

Fire Hydrant Work	\$16,870.00
Subgrade Drains	<u>\$18,984.00</u>
	\$35,854.00
G.C. Bond Premium	<u>\$ 598.00</u>
Subtotal	\$36,452.00
10% G.C. O&P	<u>\$ 3,645.00</u>
Total Cost	\$40,097.00

Respectfully Submitted,

*Brian James*

Brian James,  
B. James Construction, LLC



**ROWELL  
CONTRACTING, INC.**  
SITE WORK • PAVING • UTILITIES

693 Third Street Folkston, GA 31537 - Office: 912-496-2860

FL Lic. #CUC1223690 ~ GA Lic. # UC300955

<b>CHANGE ORDER PROPOSAL</b>
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**Kingsland Police Headquarters Facility**  
Kingsland, GA

**1/5/2025**

**Change Order Proposal per 12/15/25 plan revisions**

**A. Water**

Increase a portion of the 6" water main to an 8" water main  
Add a fire hydrant assembly on the 8" water main

Water System		Qty	Unit	Unit Cost	Amount
1	Deduct 6" PVC DR18	(300)	LF	\$ 45.00	\$ (13,500)
2	Add 8" PVC DR18	300	LF	\$ 55.00	\$ 16,500
3	8" Gate Valve w/box	1	EA	\$ 2,800.00	\$ 2,800
4	8" x 6" MJ Reducer	2	EA	\$ 400.00	\$ 800
5	Fire Hydrant w/8" x 6" tee, 6" gate valve & box	1	EA	\$ 7,800.00	\$ 7,800
6	Increase 6" 45s on main to 8" 45s	4	EA	\$ 135.00	\$ 540
7	Increase 6" MJ 45s at storm conflicts to 8" MJ 45s	8	EA	\$ 135.00	\$ 1,080
8	Additional Pavement and Sidewalk Removal & Replacement	1	LS	\$ 850.00	\$ 850
<b>TOTAL AMOUNT:</b>					<b>\$ 16,870</b>

**B. Drainage**

Add two 35' sections of underdrain to each grate inlet under asphalt  
and each valley inlet. (70' of underdrain at 6 inlets = 420' total)

Subgrade Drain		Qty	Unit	Unit Cost	Amount
1	Add underdrain lines to grate inlets and valley inlets	420	LF	\$ 45.20	\$ 18,984
<i>Includes 4" SCH 40 PVC perforated pipe w/ gravel encased in fabric per detail on rev. sheet C3.8</i>					<b>\$ 18,984</b>
<b>TOTAL AMOUNT:</b>					<b>\$ 18,984</b>

<b>Total Amount:</b>	<b>\$ 35,854.00</b>
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Jericho Design Group approval,  
pending Owner approval 1-13-2026



Search mail



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10

### Kingsland Police Facility - Change Order Proposal - water & underdrain

Inbox x



**Jeremy Rowell**

to me

Jan 5, 2026, 3:54 PM (4 days ago)



Brian,

Please see the attached change order proposal for the water & drainage revisions.

The change order proposal is priced as shown on the plan. However, it may be possible to eliminate the 8" gate valve for a savings of \$2,800.

A 6" x 6" tapping sleeve with a 6" tapping valve will be used to connect to the existing water main as shown on the original plan and revised plan. The revised plan also calls for an 8" gate valve to be installed just east of the 6" tapping valve. If constructed as shown there will be a 6" gate valve, then an 8" x 6" increaser and then another gate valve. Please verify that the 8" gate valve will be required.

Thank You,

Jeremy Rowell  
Rowell Contracting, Inc.  
mobile: 904-349-5338

#### Labels

[imap]/Drafts

1 - Invoices Statem... 9

2 - Prime South Ba... 39

3 - T-Mobile 2

4 - Nextiva 2

5 - AT&T 5

6 - The Chapel

Aarons Auto

Abberly Market Poi... 4

American Express

Baxlev Housing Bur 4

**B. JAMES CONSTRUCTION, LLC**  
**4478 Meadow Wood Road**  
**Blackshear, GA 31516**  
**P: 912-449-3739**

January 9, 2026

Mr. Benjamin Starks  
Jericho Design Group  
208 Pirkle Ferry Road, Suite C  
Cumming, GA 30040

Ref: Existing Force Main Conflict with Storm – C.O. Proposal #02  
Kingsland Police Facility

Attention: Ben

As it turns out, the existing force main is not as marked on the survey and it is in conflict with the proposed drainage structure GI 10, the 24" RCP between GI 10 and GI 19 and the slope of the west side of the proposed pond. See attached mark up from Rowell Contracting showing the conflict and the pricing to relocate as needed amount.

Relocate Force Main	\$8,417.00
G.C. Bond Premium	<u>\$ 140.00</u>
Subtotal	\$8,557.00
10% G.C. O&P	<u>\$ 856.00</u>
Total Cost	\$9,413.00

Respectfully Submitted,

*Brian James*

Brian James,  
B. James Construction, LLC



**ROWELL  
CONTRACTING, INC.**  
SITE WORK • PAVING • UTILITIES

693 Third Street Folkston, GA 31537 - Office: 912-496-2860

FL Lic. #CUC1223690 ~ GA Lic. # UC300955

**CHANGE ORDER PROPOSAL**

**Kingsland Police Headquarters Facility**  
Kingsland, GA

**1/5/2025**

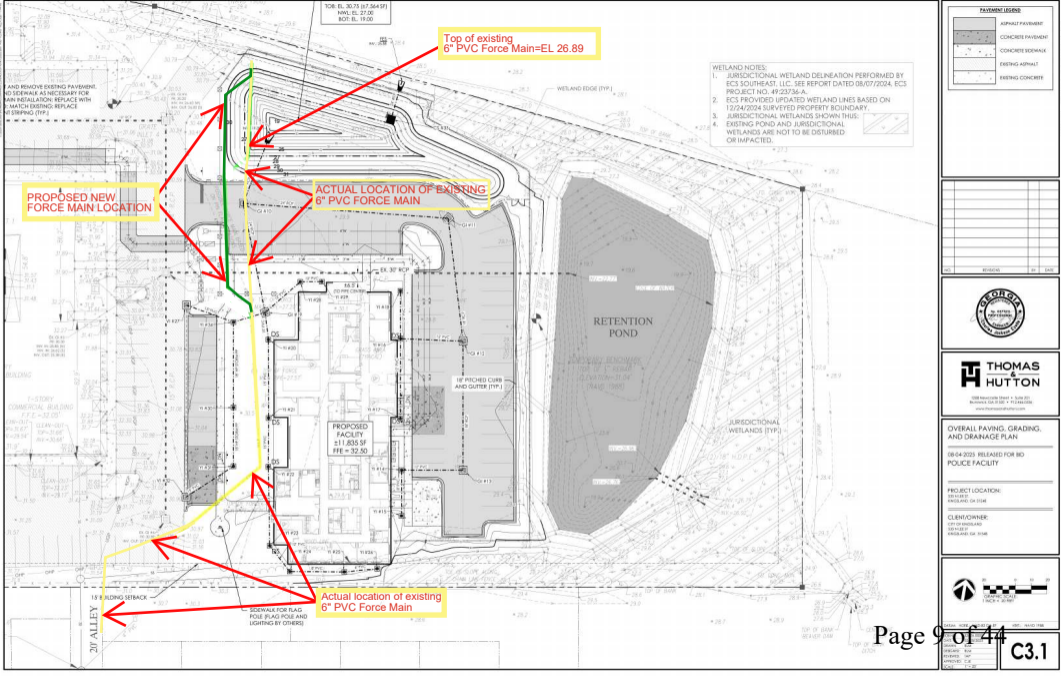
**Relocate 6" PVC Force Main**

The actual location of the existing 6" PVC force main is not as marked on the plans or located at the site. The existing force main is in conflict with the proposed drainage structure GI 10, the 24" RCP between GI 10 & GI 19 and the the slope of the west side of the proposed pond.

The total length of the existing force main in conflict is approximately 165 LF. Approximately 65 LF of the existing 6" PVC can be excavated and re-used at the new location.

Force Main		Qty	Unit	Unit Cost	Amount
1	New 6" PVC C900 DR18 Force Main	100	LF	\$ 15	\$ 1,500
2	6" MJ 45 (P401) w/restraints	4	EA	\$ 718	\$ 2,872
3	6" MJ Sleeve (P401) w/restraints	1	EA	\$ 745	\$ 745
4	Labor & Equipment required to relocate the force main	1	LS	\$ 3,300	\$ 3,300
<b>TOTAL AMOUNT:</b>					<b>\$ 8,417</b>

Jericho Design Group Approved pending  
Owners approval. 1-13-2026



TOP: EL. 30.75 (17.344 SF)  
 NWL: EL. 27.00  
 BOT: EL. 19.00

Top of existing  
 6" PVC Force Main=EL. 26.89

PROPOSED NEW  
 FORCE MAIN LOCATION

ACTUAL LOCATION OF EXISTING  
 6" PVC FORCE MAIN

PROPOSED FACILITY  
 ± 11,835 SF  
 FFE = 32.50

Actual location of existing  
 6" PVC Force Main

- WETLAND NOTES:
1. JURISDICTIONAL WETLAND DELINEATION PERFORMED BY ECS SOUTHEAST, LLC. SEE REPORT DATED 08/07/2024. ECS PROJECT NO. 49-23736-A.
  2. ECS PROVIDED UPDATED WETLAND LINES BASED ON 12/24/2024 SURVEYED PROPERTY BOUNDARY.
  3. JURISDICTIONAL WETLANDS SHOWN THIS.
  4. EXISTING POND AND JURISDICTIONAL WETLANDS ARE NOT TO BE DISTURBED OR IMPACTED.

PAVEMENT LEGEND

	ASPHALT PAVEMENT
	CONCRETE PAVEMENT
	CONCRETE SIDEWALK
	EXISTING ASPHALT
	EXISTING CONCRETE




**THOMAS & HUTTON**

1088 Northside Drive • Suite 201  
 Marietta, GA 30067 • P: 404.875.0000  
 www.thomashutton.com

OVERALL PAVING, GRADING,  
 AND DRAINAGE PLAN

08/04/2025 RELEASED FOR BID  
 POLICE FACILITY

PROJECT LOCATION:  
 207 ALLEY  
 ENGLEWOOD, GA 30134

CLIENT/OWNER:  
 CITY OF ENGLEWOOD  
 207 ALLEY  
 ENGLEWOOD, GA 30134



## **AGREEMENT**

Between the City of Kingsland and the Camden County Chamber of Commerce  
For Business & Economic Development Services

**THIS AGREEMENT** is entered into this \_\_\_ day of \_\_\_\_\_, **2026**, by and between the **CITY OF KINGSLAND, GEORGIA**, a municipal corporation organized and existing under the laws of the State of Georgia (hereinafter referred to as the “City”), and the **CAMDEN COUNTY CHAMBER OF COMMERCE**, a nonprofit membership organization organized and existing under the laws of the State of Georgia (hereinafter referred to as the “Chamber”). The City and the Chamber are each referred to as a “Party” and collectively as the “Parties.”

### **RECITALS**

WHEREAS, the City is authorized under O.C.G.A. § 36-34-2 and O.C.G.A. § 36-30-1 to contract and be contracted with for services that further the welfare of its citizens; and

WHEREAS, the Chamber is authorized under its charter and bylaws to promote commerce, business, workforce development, tourism, and community growth in Camden County, Georgia; and

WHEREAS, the City desires to allocate municipal funds to the Chamber to provide professional services including business and workforce development support, community and tourism event coordination, and regional marketing that benefit the City of Kingsland and its residents; and

WHEREAS, the Parties mutually find that this Agreement serves a public purpose and provides substantial benefit to the citizens of Kingsland.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the Parties agree as follows:

### **ARTICLE I – TERM**

This Agreement shall commence on the date executed, and shall continue for a period of one (1) year, unless earlier terminated as provided herein. The Agreement may be renewed annually upon mutual written consent of the Parties and subject to budget appropriation by the City.

### **ARTICLE II – SERVICES TO BE PROVIDED**

The Chamber shall provide staffing and services equivalent to:

- **Business & Economic Development Services** – coordination of business retention, expansion, and workforce development programs.
- **Event Coordination** – organization, management, and execution of community and tourism-related events that promote the City of Kingsland and Downtown District including, but not

limited to Annual Catfish Festival, Christmas in Kingsland, Home for the Holiday Christmas Light contest.

- **Marketing & Promotion Services** – promotion of Kingsland businesses, cultural assets, and attractions through branding, advertising, public relations, and digital/social media outreach including, but not limited to Seasonal Lamppost Banners, Veterans Memorial Park Brick Orders, Annual Sponsorship Packages.
- **Board and Committee Management** - Coordinate KDA and KDDA Board meetings committee meetings (agendas, notices, minutes, financials), Ensure Board member training compliance.
- **Marketing and Communications** - Maintain and Update Websites: DowntownKingsland.com, KingslandCatfishFestival.org; Manage social media pages: facebook.com/KingslandRoyalDistrict, facebook.com/KingslandCatfishFestival

The Chamber's Executive Director or designee shall be responsible for carrying out the day-to-day duties described in this Agreement. The Chamber's Board of Directors shall retain the authority to approve the hiring of additional personnel, contractors, or support staff if funding is available within the approved budget or through supplemental revenue sources, grants, or fundraising activities not to include net proceeds from festival and event revenue.

### **ARTICLE III – FUNDING**

The City agrees to provide the Chamber with annual funding in the amount of \$55,805.00, appropriated from the City's general fund or other lawful source, to support the staffing and operational costs necessary to perform the functions described herein.

The City shall be responsible for the cost of certain materials and items necessary to carry out the functions under this Agreement, including but not limited to supplies, advertising, banners, bricks, Christmas lights, and other approved expenses. Such expenditures shall be made directly through the City's requisition process and shall be subject to, and in accordance with, the approved budget. Any expenditure outside of the approved budget shall require the City's prior written authorization.

Net proceeds from festival and event revenue shall continue to be allocated, as deemed appropriate and as approved by Council, to DDA-specific projects including The Lawn, Downtown Festivals and Events, and other DDA activities, provided that such allocations receive prior written approval from the City.

Disbursement of funds shall be made in accordance with the City's fiscal procedures, and the Chamber shall provide such financial reports, receipts, or invoices as reasonably required by the City.

All funding shall be subject to annual review and appropriation by the City Council. No provision of this Agreement shall be construed to obligate the City to appropriate funds beyond the term of this Agreement.

The City may, at its discretion, provide additional support staff or resources at the City's expense for special events and activities when deemed necessary.

#### **ARTICLE IV - INSURANCE & INDEMNIFICATION**

##### **Insurance**

The Chamber shall maintain, at its own expense, general liability insurance with limits not less than \$1,000,000 per occurrence and shall name the City of Kingsland as an additional insured.

##### **Indemnification**

The Chamber shall indemnify and hold harmless the City of Kingsland, its officials, officers, and employees from any claims, damages, or liabilities arising from the Chamber's performance under this Agreement, except to the extent caused by the City's sole negligence.

#### **ARTICLE V – ACCOUNTABILITY AND REPORTING**

The Chamber shall use commercially reasonable efforts to achieve outcomes including, but not limited to, business outreach activities, event execution, marketing campaigns, and board compliance support consistent with the scope of services in Article II. The Chamber shall submit to the City quarterly activity and financial reports, detailing services provided, events conducted, marketing efforts, and expenditures of allocated funds.

The Chamber shall disclose any actual or potential conflicts of interest related to services performed under this Agreement and shall comply with all applicable ethics laws. The Chamber shall not assign this Agreement or subcontract material services without the City's prior written consent.

The City shall have the right to audit or review the records of the Chamber relating to this Agreement upon reasonable notice.

The Chamber shall comply with all applicable federal, state, and local laws, including the Georgia Open Records Act (O.C.G.A. § 50-18-70 et seq.).

#### **ARTICLE VI – TERM & TERMINATION**

Either Party may terminate this Agreement for cause by providing ninety (90) days written notice to the other Party, stating the reasons for termination.

Either Party may terminate this Agreement without cause by providing ninety (90) days written notice to the other Party.

Upon termination, any unexpended funds shall be returned to the City within sixty (60) days.

#### **ARTICLE VIII – LEGAL COMPLIANCE**

This Agreement is entered into pursuant to and in compliance with Article IX, Section III, Paragraph I of the Georgia Constitution and O.C.G.A. § 36-34-2, authorizing municipalities to contract for services.

Nothing herein shall be construed to create a partnership or joint venture; the Chamber shall remain an independent entity.

All funds paid under this Agreement are in exchange for specific services rendered. No funds shall be used for private benefit, political activity, or purposes unrelated to the public services described herein.

This Agreement shall be governed by and construed under the laws of the State of Georgia. Venue for any dispute shall be in Camden County, Georgia.

#### **ARTICLE VII – MISCELLANEOUS**

**Entire Agreement** – This Agreement constitutes the entire understanding between the Parties and supersedes all prior negotiations or agreements, whether written or oral.

**Amendments** – This Agreement may be amended only by a written instrument executed by both Parties.

**Severability** – If any provision of this Agreement is determined invalid, the remaining provisions shall remain in full force and effect.

**Notices** – All notices shall be delivered in writing to the respective addresses of the Parties:

City of Kingsland  
Attn: City Manager  
P.O. Box 250  
Kingsland, GA 31548

Camden County Chamber of Commerce  
Attn: President/CEO  
531 N Lee Street  
Kingsland, GA 31548

**SIGNATURES**

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement under seal as of the day and year first written above.

CITY OF KINGSLAND, GEORGIA

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

Attest: \_\_\_\_\_

City Clerk

(SEAL)

CAMDEN COUNTY CHAMBER OF COMMERCE

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

Chairman, Board of Directors

Attest: \_\_\_\_\_

President/CEO

(SEAL)

**RESOLUTION OF THE CAMDEN COUNTY CHAMBER OF COMMERCE BOARD OF DIRECTORS**

WHEREAS, the Camden County Chamber of Commerce (the “Chamber”) is authorized under Georgia law and its bylaws to promote commerce, workforce development, tourism, and economic growth in Camden County; and

WHEREAS, the City of Kingsland and the Chamber desire to enter into an Agreement, effective \_\_\_\_\_ 1, 2026, whereby the City will allocate funds to the Chamber for the provision of business, event, and marketing services; and

WHEREAS, the City has agreed to provide annual funding for these services, and the Chamber has agreed to administer said services in compliance with the Agreement; and

WHEREAS, the Chamber Board of Directors finds it to be in the best interest of the organization and the community to approve said Agreement and to authorize additional personnel hires, as may be necessary, provided such hires are within the approved budget allocation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Camden County Chamber of Commerce that:

1. The Board hereby approves and adopts the Agreement between the City of Kingsland and the Chamber, effective \_\_\_\_\_ 1, 2026, in substantially the form presented to the Board.
2. The Board hereby authorizes the Chairman of the Board to execute the Agreement on behalf of the Chamber and to take all actions necessary to carry out the intent of this Resolution.
3. The Board further authorizes the President/CEO of the Chamber to administer, supervise, and report on all activities and expenditures related to the Agreement, in accordance with state law, Board policy, and the requirements of the City of Kingsland.

ADOPTED this \_\_\_ day of \_\_\_\_\_, 2026.

BOARD OF DIRECTORS  
Camden County Chamber of Commerce

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

Attest: \_\_\_\_\_  
Secretary

(SEAL)

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KINGSLAND, GEORGIA, AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE CAMDEN COUNTY CHAMBER OF COMMERCE

WHEREAS, the Constitution of the State of Georgia, Article IX, Section III, Paragraph I, and O.C.G.A. § 36-34-2 authorize municipalities to enter into agreements for the provision of services; and

WHEREAS, the City of Kingsland desires to enhance the vitality of its business community, expand tourism opportunities, and coordinate community events and marketing; and

WHEREAS, the Camden County Chamber of Commerce is authorized by its charter to promote business, workforce development, and community growth within Camden County; and

WHEREAS, the City of Kingsland and the Chamber have negotiated an Agreement, effective \_\_\_\_\_ 1, 2026, under which the City will allocate funds for the provision of business support, event coordination, and marketing services; and

WHEREAS, the City Council of the City of Kingsland finds that the execution of the Agreement will serve the public interest, promote economic growth, and improve the quality of life for Kingsland residents.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF KINGSLAND, GEORGIA, THAT:

1. The City Council hereby approves and adopts the Agreement with the Camden County Chamber of Commerce, effective \_\_\_\_\_ 1, 2026, in substantially the form presented.
2. The City Council hereby authorizes the Mayor and/or City Manager to execute the Agreement on behalf of the City and to take all actions necessary to carry out the intent of this Resolution.

ADOPTED this \_\_\_ day of \_\_\_\_\_, 2026.

CITY COUNCIL OF KINGSLAND, GEORGIA

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

Attest: \_\_\_\_\_  
City Clerk

(SEAL)



**FOR IMMEDIATE RELEASE**

**Contact:**

Terry Smith  
Fire Chief  
City of Kingsland  
tsmith@kingslandgeorgia.com  
912.729.5613

**Kingsland Fire Department Strengthens Emergency Response Thanks to  
Firehouse Subs Public Safety Foundation® Grant**

*Grant is part of more than \$105 million awarded by the Firehouse Subs Public Safety  
Foundation® to support public safety across the U.S.*

KINGSLAND, Georgia (January 26, 2026) – As first responders continue serving City of Kingsland, it is essential that Kingsland Fire Department has the tools needed to respond effectively in emergencies. The [Firehouse Subs Public Safety Foundation®](#) has recognized this need and recently awarded the department a **\$9,197.45 grant** to purchase **15 Shoulder Mics**.

The new **shoulder mics** will **let firefighters transmit and receive messages without digging for the radio, keeping heads up and eyes on conditions instead of looking down at equipment**, helping to strengthen emergency response efforts and improve outcomes when seconds matter most.

“We are extremely grateful to the Firehouse Subs Public Safety Foundation and our local Firehouse Subs® restaurant in Kingsland for this vital support,” said Chief Terry Smith, Fire Chief for the City of Kingsland. “Having reliable, up-to-date equipment enhances our ability to protect lives and better serve our community.”

For more than 20 years, charitable donations have powered the Firehouse Subs Public Safety Foundation’s mission to support first responders and public safety organizations nationwide.

Since 2005, the Foundation has awarded **more than 7,100 grants totaling over \$105 million** to public safety organizations.

To learn more or support the mission, visit any Firehouse Subs restaurant or the Firehouse Subs Public Safety Foundation website at [\*\*FirehouseSubsFoundation.org\*\*](https://www.FirehouseSubsFoundation.org).

###

### **About Firehouse Subs Public Safety Foundation®**

Established in 2005 by the founders of Firehouse Subs®, the Firehouse Subs Public Safety Foundation® is a 501(c)(3) non-profit organization dedicated to providing lifesaving equipment, prevention education, scholarships and continued education, and disaster relief to first responders and public safety organizations, as well as support for military veterans.

Since its inception, the Foundation has awarded more than \$105 million to hometown heroes in all 50 states and Puerto Rico. Support for Canadian first responders is provided through the Firehouse Subs Public Safety Foundation of Canada®. The Foundation holds a four-star rating from Charity Navigator, the organization's highest designation. More than 70% of funds raised come directly from the generosity of Firehouse Subs guests and the restaurant brand.

STATE OF GEORGIA;  
 COUNTY OF Glynn \_\_\_\_\_:

**LICENSE AGREEMENT/PERMIT**  
*(For Short Term Use of Campus Facilities)*

This LICENSE AGREEMENT/PERMIT (hereinafter "Agreement") is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between the BOARD OF REGENTS OF THE UNIVERSITY SYSTEM OF GEORGIA, for and on behalf of College of Coastal Georgia ("the Institution"), a unit of the University System of Georgia (hereinafter called "Owner") and City of Kingsland located at 107 S. Lee Street, PO Box 250, Kingsland, GA 31548 (hereinafter called "Permit Holder").

**WITNESSETH THAT:**

WHEREAS, the Permit Holder desires to temporarily occupy and utilize Owner's certain properties and facilities as hereinafter described; and

WHEREAS, Owner is willing to grant Permit Holder a revocable license for the temporary use and occupancy of said properties and facilities on a non-exclusive basis, but only upon the promises, covenants and agreements hereinafter set forth; and

WHEREAS, unless otherwise directed by Owner, the Institution shall perform, on the Owner's behalf, Owner's obligations and covenants, as set forth in this Agreement.

NOW, THEREFORE, in consideration of the premises and their mutual promises, covenants and agreements hereinafter set forth, the parties agree as follows:

1. **Premises and Use Involved.** The premises covered by this Agreement is the facility and ancillary spaces located on the campus of the Owner more particularly identified in the Schedule of Licensed Premises below, collectively hereinafter "Licensed Premises" or "premises" with the permitted uses and the times during which the Permit Holder shall be permitted to occupy, use and enjoy the Licensed Premises outlined on Exhibits A, B, C, D, E, F, G and H, as applicable, attached hereto and incorporated herein by reference.

The permit given by these presents is for the purposes of 16 week police academy ("Event") and none other.

2. **Schedule of Licensed Premises:** *(Complete Applicable Parts Only; Cross Through Inapplicable Parts.)*

Owner's Initials	PREMISES SUBJECT TO PERMIT, PERMITTED USES, AND DATES AND TIMES OF USE	APPLICABLE EXHIBITS	Permit Holder's Initials
	<b>A-1. GENERAL FACILITIES/SPACE:</b> Building <u>Room 201, office 110 and Auditorium</u> Date(s): <u>March 9, 2026 - June 26, 2026</u> Times(s): <u>all day</u> Purposes: <u>police academy</u>	Exhibit A Exhibit B Exhibit F Exhibit G Exhibit H	

Owner's Initials	PREMISES SUBJECT TO PERMIT, PERMITTED USES, AND DATES AND TIMES OF USE	APPLICABLE EXHIBITS	Permit Holder's Initials
	<b>A-2. ADDITIONAL GENERAL FACILITIES/SPACE</b> Building _____ Date(s): _____ Times(s): _____ Purposes: _____	Exhibit A Exhibit B Exhibit F Exhibit G Exhibit H	
	<b>A-3. ADDITIONAL GENERAL FACILITIES/SPACE</b> Building _____ Date(s): _____ Times(s): _____ Purposes: _____	Exhibit A Exhibit B Exhibit F Exhibit G Exhibit H	
	<b>B. LODGING:</b> Single Rooms: _____, Building _____ Double Rooms: _____, Building _____ Date(s): _____ Check-in Time: _____ Check-out Time: _____	Exhibit A Exhibit B Exhibit C Exhibit F Exhibit G Exhibit H	
	<b>C. RECREATIONAL FACILITIES:</b> Location _____ Date(s): _____ Times(s): _____ ___ Recreational Use      ___ Competitive Use ___ Other Use: _____	Exhibit A Exhibit B Exhibit D Exhibit F Exhibit G Exhibit H	
	<b>D. IT &amp; OPERATIONS FEES</b>		

3. **Consideration.** In consideration of Owner's willingness for the Permit Holder to occupy, use and enjoy the premises as above indicated, the Permit Holder agrees to pay Owner the sum of the Rental Fees, in addition to such other charges as outlined in the Summary of Fees below, such sums to be paid to Owner prior to the first use of the Premises, unless other arrangements are agreed to in writing. All checks should be made payable to the Institution.

**4. Summary of Fees:** (Complete Applicable Parts Only; Cross Through Inapplicable Parts.)

<b>PART A-1</b>	_____ @ \$ _____ = \$ <u>\$4,000.00</u>
<b>PART A-2</b>	_____ @ \$ _____ = \$ _____
<b>PART B</b>	SINGLE: _____ @ \$ _____ = \$ _____ DOUBLE: _____ @ \$ _____ = \$ _____ LINENS: _____ @ \$ _____ = \$ _____
<b>PART C</b>	_____ @ \$ _____ = \$ _____
<b>PART D</b>	_____
<b>TOTAL FEES</b>	To be paid not later than: _____ \$ <u>\$4,000.00</u>

**5. No Assignment.** The permit, use and occupancy provided for hereunder shall not be assigned by Permit Holder to any other corporation, association, person or entity whatsoever.

**6. Parties' Representatives and Notice.** All notices required by this agreement shall be mailed by certified mail or hand delivered to the following representatives.

	<b>OWNER'S REPRESENTATIVE:</b>	<b>PERMIT HOLDER'S REPRESENTATIVE:</b>
Name:	Michelle B. Ham	<u>Lee H. Spell, City Manager</u> :
Address:	<u>One College Dr.</u> <u>Brunswick, GA 31520</u> _____	<u>P.O. Box 250</u> <u>Kingsland, GA 31548</u> _____
Telephone:	(912) 279-5743	( <u>912</u> ) <u>729</u> - <u>5613</u>

**7. Indemnification.** Permit Holder indemnifies and holds harmless the Owner, the Institution and the State of Georgia and all of their respective officers, members, employees and directors (hereinafter collectively referred to as the "Indemnitees") from and against any and all claims, demands, liabilities, losses, costs or expenses, including attorneys' fees, due to liability to a third party or parties, for any loss due to bodily injury (including death), personal injury, and property damage arising out of or resulting from this Agreement or any act or omission on the part of the Permit Holder, its invitees, agents, employees or others working or enjoying the Licensed Premises on behalf of the Permit Holder, or due to any breach of this Agreement by the Permit Holder, or due to the application or violation of any pertinent Federal, State or local law, rule or regulation. This indemnification extends to the successors and assigns of the Permit Holder. This indemnification obligation survives the termination of the contract and the dissolution or, to the extent allowed by law, the bankruptcy of the Permit Holder. If and to the extent such damage or loss (including costs and expenses) as covered by this indemnification is paid by the State Tort Claims Trust Fund, the State Authority Liability Trust Fund, the State Employee Broad Form Liability Fund, the State Insurance and Hazard Reserve Fund, and other self-insured funds (all such funds hereinafter collectively referred to as the "Funds") established and maintained by the State of Georgia Department of Administrative Services Risk Management Division (hereinafter "DOAS") the Permit Holder shall reimburse the Funds for such monies paid out by the Funds.

**7. Insurance.** The Institution, through its risk management unit, shall assess the risk of the Event and determine the required policy and coverage limits, by selecting one of the following:

XXX Permit Holder shall, at its own cost and expense, obtain and maintain Commercial General Liability Insurance (2013 ISO Occurrence Form or equivalent) not inconsistent with the policies and requirements of O.C.G.A. § 50-21-37, which shall include, but not be limited to, coverage for personal and advertising and contractual liability. The Commercial General Liability Insurance shall provide the following limits:

<i>Coverage</i>	<i>Limit</i>
1. Personal Injury and Advertising	\$1,000,000 per Occurrence
2. Contractual	\$1,000,000 per Occurrence
3. Fire Legal	\$1,000,000 per Occurrence
4. General Aggregate	\$2,000,000 per Occurrence

Permit Holder shall also provide a Commercial Umbrella Liability Insurance Policy to provide excess coverage above the Commercial General Liability (CGL) coverage with minimum limits of \$2,000,000 per occurrence.

         Permit Holder shall, at its own cost and expense, obtain and maintain a special event liability policy with a combined single limit of no less than \$1,000,000.

The above policies shall cover the period of Permit Holder’s occupancy and use of the Premises, such insurance to be obtained from a responsible insurance company legally licensed and authorized to transact business in the State of Georgia, and name the officers, agents and employees of the Institution and the Board of Regents as additional insureds, but only with respect to claims that are not covered by the Georgia Tort Claims Act (O.C.G.A. Section 50-21-20 et seq.).

**Permit Holder shall furnish Owner with a copy of the policy and evidence of full payment of the premium thereon at least forty-eight (48) hours prior to occupancy and use of the premises, and said policy shall have a clause showing that the insurance is in force and non-cancelable prior to the occupancy and use of the premises by the Permit Holder in the absence of ten (10) days prior written notice by the Insurer to Owner prior to the occupancy and use of the premises by Permit Holder pursuant to this Agreement. Permit Holder’s failure to obtain and furnish evidence of the required insurance shall constitute default.**

         Permit Holder is not required to obtain insurance.

**8. Cancellation for Force Majeure.** In the event that fire, wind storm, casualty, war or other unforeseen circumstances shall result in damage to the premises so that it is impossible or impractical for the Owner to perform its obligations hereunder, or if the intended uses or events permitted hereunder shall be made impossible by strike, riot, epidemics, public health emergencies, or other cause not within the control of the Owner, this contract shall stand canceled and the Owner shall not be liable to Permit Holder for any damages as a result of such cancellation.

**9. Stipulations and Exhibits.** The stipulations, provisions, covenants, agreements, terms and conditions, contained in the following exhibits attached hereto and incorporated by reference herein, are expressly understood and are mutually agreed to by the parties hereto:

- Exhibit A General Provisions
- Exhibit B Programs Serving Minors
- Exhibit C Lodging Accommodations
- Exhibit D Pools & Recreational Facilities
- Exhibit E Food Services & Concessions
- Exhibit F Parking
- Exhibit G Alcoholic Beverage Policy
- Exhibit H Tobacco & Smoke-Free Campus Policy

**10. Entire Agreement.** This agreement sets forth all the provisions, agreements, conditions, covenants, terms and understandings between the parties relative to the premises. There shall be no provisions, agreements, conditions, covenants, terms, understandings, representations or inducements, either oral or written, between the parties other than as herein set forth. It is understood and agreed that no subsequent alteration, amendment, change or addition to this

Agreement shall be binding upon the parties herein unless reduced to writing and signed by all the parties to this Agreement.

**IN WITNESS WHEREOF**, the parties have caused this license agreement to be signed as of the day and year first above-stated.

**PERMIT HOLDER**

**BOARD OF REGENTS OF THE UNIVERSITY  
SYSTEM OF GEORGIA**

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

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

Name: Lee H. Spell

Name: Michelle B. Ham

Title: City Manager

Title: Vice President for Business Affairs

*Attached Exhibits: Exhibit A (General Provisions), Exhibit B Programs Serving Minors, Exhibit C (Lodging Accommodations), Exhibit D Pools & Recreational Facilities, Exhibit E (Food Services & Concessions), Exhibit F (Parking), Exhibit G (Alcoholic Beverage Policy), Exhibit H (Tobacco & Smoke Free Policy)*

## EXHIBIT A

### GENERAL PROVISIONS

1. Licensed Premises. All facility uses and accommodations shall be by this Exhibit A. Lodging accommodations, if any, shall be described in and governed by Exhibit B. The Licensed Premises is provided and is accepted by Permit Holder "as is, where is, and with all faults." If Owner is unable to provide part of or all of the facilities or services specified in this Agreement, Owner shall give prompt notice thereof to the Permit Holder.
2. Cancellation. If Permit Holder cancels this agreement ninety (90) days or more before the earliest reserved date, it shall forfeit any deposit paid and be liable to Owner for direct costs incurred in preparation to fulfill Owner's obligations under this Agreement. If Permit Holder cancels this Agreement less than ninety (90) days of the earlier reserved date, Permit Holder shall forfeit any deposit paid and agrees to pay said direct costs and liquidated damages for its lost business opportunity at a rate of \$25.00 per day for facilities, and \$10.00 per day per room for accommodations.
3. Guarantee. Permit Holder shall provide Owner with final guaranteed numbers for conference attendance, and, if applicable, for lodging and food service, no later than ten (10) working days before the earliest reserved date. Owner does not guarantee availability of facilities, food or lodging in which exceeds 105% of the final guaranteed numbers for head and room counts, respectively.
4. Terms of Payment. A preliminary bill will be developed based on final guaranteed attendance figures provided by Permit Holder. Payment of the preliminary bill is due not later than the first day of the Event(s). After the completion of the Event(s), a final bill summarizing all fees, charges, deposits and payments will be submitted to Permit Holder. Permit Holder shall pay Owner for all unpaid charges within thirty (30) days after receipt of the final bill.
5. Failure to Pay. Permit Holder agrees that if it fails to pay the charges or any part thereof in accordance with this agreement, or if Permit Holder violates any other provision of this agreement, all remaining obligations of the Owner under this agreement shall, at the option of the Owner, cease and be terminated upon written notice to the Permit Holder. In any case, all amounts owing to the Owner hereunder which are more than sixty (60) days past due shall be subject to a service charge of one and one-half percent (1½%) per month, constituting an annual rate of simple interest of eighteen percent (18%). Permit Holder shall reimburse the Owner for all collection costs, including professional and attorney's fees and all other expenses incurred in enforcing collection of any and all amounts owing hereunder, whether or not legal action is instituted. In the event suit or action is instituted to enforce compliance with this agreement, including but not limited to the collection of any sums due and owing, the Owner shall be entitled all costs and expenses of litigation, including attorney's fees.
6. Taxes. Unless Permit Holder provides Owner with evidence of tax exempt status, Permit Holder shall be responsible for the payment of all local, state and federal taxes which may be imposed under this agreement.
7. Sale of Food. All food sales and/or concessions shall be operated by one of the Institution's campus food concessionaires. No food may be brought into the premises except by arrangement with said concessionaires. Should concessions be requested by the Permit Holder, such request should be directed to the Institution Aladdin Campus Dining, telephone number (912)279-4504 or book online at <https://ccga.catertrax.com> and should be booked at least two (2) weeks in advance of the date of the Event(s). Concessions will not be made available at any Event(s) unless requested by the Permit Holder. Arrangements for food services, if any, shall be as outlined in Exhibit D, which is attached hereto and incorporated herein by reference.
8. Event Staffing: Permit Holder shall provide all necessary ushers, ticket sellers, doorkeepers, security staff, stage hands, property men, electricians, clean-up or janitorial staff and any other necessary labor for the Event. If such staff is procured through Owner, such staff shall nevertheless be employees of the Permit Holder and not the Owner, and shall be paid by Permit Holder.

9. Promotion and Publicity. Permit Holder agrees that unless and until a fully signed original of this Agreement has been delivered to both Permit Holder and Owner, no information or publicity of any nature whatsoever relating to Permit Holder's Event(s) shall be disseminated or released. Publicity for the Event(s) must be submitted to the Owner for approval prior to any distribution. Owner agrees that any revenues generated from radio and television shall be for the account of Permit Holder. **All such broadcasts, however, shall clearly indicate that the Owner or the Board of Regents of the University System of Georgia is not a sponsor of the event.**

10. No Use of Owner's Name. All posters, ticket advertising, verbal offerings, ticket sales, and other similar actions taken by the Permit Holder shall in no fashion whatsoever state or imply the support or sponsorship of the Owner, the Institution, or the State of Georgia without their express written permission. Failure by the Permit Holder to comply with this provision shall be considered automatic grounds for cancellation of this Agreement by the Owner.

11. Signs and Business. Permit Holder shall not display any advertising, promotional, or informational pamphlets, circulars, brochures, merchandise displays, or similar materials within the premises, without the Owner's prior written permission. Permit Holder shall not conduct any business activities within the premises without the Owner's prior written permission.

12. Licenses, Permits and Copyright Royalties. Permit Holder shall be responsible for obtaining any necessary licenses and permits for the use or performance of copyrighted works at the Event(s). Permit Holder further shall be responsible for the full payment of any and all copyright royalties that may be required for the Event(s). All required licenses and/or permits shall be presented to the Owner prior to the Event(s).

13. Owner Access. Owner shall have access to the premises at all times during which the Permit Holder is permitted to occupy, use and enjoy the premises as outlined hereinabove.

14. Owner's Right to Remove. The Owner reserves the right to remove any objectionable person or persons from the premises and Permit Holder expressly waives any right to damages for such removal. No animals or pets of any kind are permitted to be brought onto the Owner's premises, except that a disabled individual Permit Holder or any disabled member, participant, or invitee may be accompanied by that individual's service animal in accordance with Georgia law at O.C.G.A. Secs. 30-4-1 *et seq.* and requirements of the Americans with Disabilities Act at [ada.gov](http://ada.gov).

15. Damages to the Premises. Permit Holder agrees that it shall not in any way injure, damage, mar or deface the building, floor, furniture, fixtures, or equipment which are in or about the premises. Permit Holder shall reimburse Owner for any such damage or injury caused by Permit Holder, its employees, agents or other persons admitted to the premises by Permit Holder, its agents or employees. Clean-up following the Event(s) shall be the responsibility of the Permit Holder. Permit Holder shall be responsible for the removal of any trash from the floors of the premises and lobby. With prior arrangements, clean-up can be handled by the Owner's staff or concessionaires and paid for by the Permit Holder.

16. Permit Holder's Property Brought Onto Licensed Premises. All property brought onto the premises by the Permit Holder, its members, participants, and invitees, shall be at the sole risk of the Permit Holder. The Owner shall not be responsible for such property nor liable for any damages or injury to Permit Holder, its members, participants, invitees, agents or employees.

17. No Alterations or Improvements. Permit Holder shall make no alterations in or additions to the premises.

18. Parking. Permit Holder understands and agrees that parking facilities adjacent to or near the premises are limited. Any arrangements for the availability of parking facilities and charges shall be made with the Owner and included on Exhibit E.

19. Compliance With Alcohol Policy. At all times while on the premises Permit Holder shall comply with the Institution alcohol policy and shall insure that its agents, employees, or invitees comply with the same. Permit Holder by its signature herein acknowledges receipt of a copy of such policy, as set forth on Exhibit F.

20. Compliance With No Smoking Policy. Premises are designated as a no smoking facility and Permit Holder

agrees to enforce such policy. Permit Holder by its signature herein acknowledges receipt of a copy of such policy, as set forth on Exhibit H.

21. Compliance With Programs Serving Minors Policy. Permit Holders that operate events that provide for the care, custody, or control of minors shall take precautions to assure the safety and well-being of minors and Institution property, and to release the Owner and Institution from any liability in conjunction with use of the facility. Permit Holder by its signature herein acknowledges receipt of a copy of and compliance with such policy, as set forth on Exhibit B. At any time, the Institution may request, and must be promptly provided with, copies of all pre-screening and training verification.

22. Compliance With Fire Safety Standards. In accordance with accepted standards for fire safety, Permit Holder agrees to ensure that all exits are unlocked and that access thereto is free from all obstructions at all times during occupancy. If applicable, Permit Holder further agrees to ensure that all aisles will be kept clear, that no seating in the aisles will be permitted and that every exit light is burning at all times during the Event(s). Permit Holder shall not obstruct any sidewalks, entries, passages, vestibules, hallways, elevators, doors, skylights, stairways, hallways, corridors, passageways, radiators, house lighting attachments and all openings or ways of access to public utilities of the premises.

23. Compliance With All Applicable Laws, Rules and Regulations. Permit Holder agrees that every member connected with the Event(s) shall abide by, conform to and comply with all laws, rules and regulations of the United States, the State of Georgia and Local Government.

24. Assignment. Permit Holder may not assign any of its rights or obligations conferred by this Agreement, either in whole or in part, without the Owner's prior written permission. Any assignment may be withheld or granted at the Owner's sole discretion.

25. Governing Law. This agreement shall be governed by the laws of the State of Georgia.

26. Special Rules for Appearances of Celebrity Personalities:

a. In the event that the personal appearance of a celebrity personality is contemplated for the event, no substitutions for such personalities or stars shall be made without the express written consent of Owner.

b. Radio or television broadcasts originating on or about the Licenses Premises, and the rights thereto, shall be controlled by mutual agreements to be negotiated and entered into between the parties hereto.

c. If the planned personality defaults on the appearance, the liability of Owner shall be limited to the return of the permit fees charged, so long as the default is deemed by Owner to be not the fault of Permit Holder. In all other events, the permit fees will be forfeited to Owner.

d. If it is deemed necessary by the Owner that Owner's personnel be utilized in insuring safe and proper conduct of the event, such as security personnel, electricians to monitor electrical usage, or for any other purpose, Permit Holder shall reimburse Owner for all costs of such personnel utilization.

## EXHIBIT B

### Programs Serving Minors

1. Institutional Policy. If Permit Holder operates a program or activity that provides for the care, custody, or control of minors, Permit Holder shall be governed by and comply with all requirements of the Institution's policy on programs serving minors. Such requirements include but are not necessarily limited to those listed below.
2. Duty of Care. Permit Holder shall operate such program/activity in a reasonably safe manner.
3. Forms. Permit Holder shall use all appropriate forms related the operation of the program / activity, which may include but are not necessarily limited to parental consent forms, participant conduct agreement forms, medical information and release forms, medical authorization treatment forms, medical authorization to administer medication forms, media release, pickup authorization forms and others.
4. Criminal Background Checks. Permit Holder shall properly screen and conduct criminal history background checks, including the National Sex Offender Registry, on all employees, volunteers, counselors, chaperones and others who are reasonably anticipated to have direct contact or interaction minor program participants. Personnel in charge of screening volunteers should be aware of the inherent limitations of background checks and should seek to utilize other screening methods, when possible, in addition to background checks to include in-person interviews and reference checks.
5. Supervision. Every minor participant must be properly supervised at all times in the immediate presence of at least one authorized adult while participating in the program/activity. Permit Holder certifies that there will be appropriate supervision and that there will be an appropriate participant-to-supervisor ratio, which may vary depending on the age of the participants, the nature of the activity, and whether the program has an overnight component.
6. Training. Permit Holder shall provide training to all employees, volunteers and others assisting with the program/ activity that addresses mandatory reporting requirements, appropriate contact with minors, safety and security procedures, and response protocols for injury or illness, and staff or participant misconduct.
7. Safety and Security. Permit Holder agrees to ensure the safety and protection of program participants and to establish protocols for reporting injuries, staff misconduct, participant misconduct, and procedures for secure pickup and drop-off of program participants. Permit Holder agrees to establish security measures (e.g., where to meet and where to go if lost, responses and protocols for weather alerts, accidents, missing persons, etc.), and to communicate those measures to program participants.
8. Reporting Obligations. Criminal activity should be reported immediately to the Institution's campus police department. Campus law enforcement professionals can assess the situation and determine what other notifications or action is necessary.
9. Known or Suspected Abuse or Neglect of Minors. If Permit Holder and/or any of its employees, volunteers, or other agents or any other authorized adult present at the program/activity know, suspect, or receive information providing reasonable cause to believe that a minor has been abused or neglected, or if Permit Holder or such other individuals have other concerns regarding a minor's safety, Permit Holder or such other individual must report the situation immediately to the Institution's campus police department and to the Georgia Department of Human Services (and/or the Division of Children and Family Services) by calling 1-855-GACHILD (422-4453), as required by Georgia law. Permit Holder hereby acknowledges its understanding of this reporting requirement for known or suspected abuse or neglect of minors.

## EXHIBIT C

### LODGING ACCOMMODATIONS

1. Accommodations. Owner agrees to provide to Permit Holder accommodations based on the guaranteed number of participants. Permit Holder may release the reserved accommodation space without penalty up to 30 days prior to the move-in date. Accommodations for additional participants shall be on a space-available basis only. Permit Holder shall be responsible for the applicable fees for total actual participants or for the estimated participants, whichever is greater. Permit Holder shall be responsible for any loss of or damage to any of Owner's property.
2. Check-in and Check-out. Check-in and Check-out times are as set forth in the Schedule of Licensed Premises. Early arrivals and/or late departures must be arranged with conference coordinator.
3. Assignment. In the event that the accommodations assigned to Permit Holder are destroyed or otherwise made unavailable and the owner does not furnish other accommodations, this agreement for lodging accommodations shall terminate.
4. Personal Property. Permit Holder agrees that Owner shall not be responsible for loss of, or damage to personal property or Permit Holder's participants through fire, theft, or other causes.
5. Room Keys. Each participant may check out only his or her own room key. The charge for a lost room key is \$50.00.
6. Master Keys. Permit Holder agrees that each person who receives a master key shall sign a release form pertaining to the responsibilities of having a master key and the penalties for loss of master key. The charge for a lost master key is \$5,000.00.
7. Health Care. Permit Holder acknowledges and agrees that no health care services or facilities are provided by this agreement. Permit Holder shall be responsible for the health care costs and arrangements necessitated by any illnesses and/or accidents of its participants.
9. Right to Enter Room. Owner reserves the right to enter any room or apartment for the purpose(s) of inspection, repairs, extermination services, or to control the room or apartment in the event of any epidemic, emergency or any other reason in accordance with Owner's policies.
10. Compliance with Laws, Regulations and Policies. Permit Holder agrees to adhere to all of Owner's policies, regulations, guidelines and all local, state and federal laws concerning health, safety and public order. Failure of Permit Holder and/or any of its participants to comply with these laws, regulations or policies may result in forfeiture of the privilege of using Owner's facilities, or termination of this agreement. Owner's regulations and policies include but are not limited to the following:
  - a. No alcohol or drugs may be consumed or brought onto Owner's property; see Exhibit G.
  - b. No smoking or tobacco use will be permitted in any room or apartment or in Owner's buildings, except in those areas specifically approved for that purpose; see Exhibit H.
  - c. No firearms, weapons or ammunition (except as specifically allowed by applicable federal or state law) or fireworks, explosives or highly flammable materials will be permitted within Owner's buildings or on Owner's property.
  - d. No animals will be permitted in rooms or apartments or in Owner's buildings without the Owner's prior written permission.
  - e. No hot plates or other cooking appliances will be permitted in rooms or apartments. Cooking may be

allowed in kitchen areas only.

- f. No remodeling or renovating of rooms or furniture will be permitted, including but not limited to tampering with the electrical or mechanical fixtures, placement of antennas or appliances out of the windows, removal of or addition of furniture without permission of the Owner.
- g. No alterations whatsoever of the rooms or apartments will be permitted, including attaching any object by adhesives, nail or screw without permission of the Owner.
- h. No tampering with or removal of windows or window screens from any part of any Owner's building will be permitted.
- i. No tampering with the fire system or fire-fighting equipment will be permitted.
- j. No removal of lounge or common area furniture into individual rooms or apartments will be permitted without permission of the Owner.
- k. No gambling or solicitation in any form will be permitted.
- l. No parking in the service or fire lanes adjacent to Owner's buildings will be permitted.

## EXHIBIT D

### RECREATIONAL FACILITIES

1. **Legal Compliance:** The Recreational Facilities, as made available is “as-is, where-is, and with all faults.” Owner, however, endeavors to maintain the Recreational Facilities in compliance with governmental requirements, including all fire, health, and safety codes, applicable to the Board of Regents of the University System of Georgia.

a. If Owner determines that a member of its institution staff must be present at the Recreational Facilities during the Permit Holder’s use of the Recreational Facilities, which staff member would not otherwise be present, then Permit Holder shall reimburse the Owner for the cost of such staff member.

b. Upon request, Permit Holder may arrange for monitoring by Owner’s security personnel. If so requested, or if Owner determines security personnel are required, which would not otherwise be required, Permit Holder shall reimburse the Owner for the cost of security personnel.

2. **Maintenance and Repair:** Permit Holder shall immediately give notice to Owner of any condition of the Recreational Facilities which require repair. Upon receipt of notice, Owner shall initiate, within a reasonable time, such repairs as Owner shall, in its discretion, deem necessary. If the Recreational Facilities are unusable, Permit Holder shall be entitled to a pro-rata reduction in fees for the time periods the Recreational Facilities are unavailable.

3. **Limitation of Owner’s Liability:** Owner shall not have any liability as a result of the failure of the Recreational Facilities to satisfy the Permit Holder’s requirements or for failure to maintain or repair the Recreational Facilities or to satisfy any other obligation except as provided in Paragraph 2.

#### 4. **Recreational Facilities Operations Under this License:**

##### 4.1 **Owner retains, and Permit Holder may not interfere with:**

- a. Owner’s access to the Facilities at all times to exercise its rights or responsibilities.
- b. Owner’s right to issue regulations and directives in good faith deemed necessary to the safe and orderly operation of the Recreational Facilities.
- c. Owner’s right to remove any person who fails to comply with this Agreement or whose removal from the Recreational Facilities the Owner in good faith believes is necessary for the safe and orderly operation of the Recreational Facilities.

##### 4.2 **Permit Holder shall:**

- a. Use the Recreational Facilities in a safe and orderly manner.
- b. Comply with Owner’s regulations and directives governing the safe and orderly operation of the Recreational Facilities.
- c. Conform to all governmental statutes, regulations, ordinances, and directives.
- d. Be responsible for the safety of any temporary facilities utilized for Permit Holders’ purposes.
- e. Obtain all licenses, and pay all royalties and artists fees, necessary to use any patented or copyrighted material or any trade name.
- f. Not in any way damage, deface, or alter the Recreational Facilities.
- g. Not affix any signs, advertisements, or notices to the Recreational Facilities, inside or outside, or attached to any part thereof, without the Owner’s consent.
- h. Not fasten any article, drill holes, drive nails, or screws into the walls, floors, woodwork, or partitions; nor shall Permit Holder paint or spray paint the walls, floors, woodwork or partitions; without the consent of the Owner.
- i. Not bring Portable restrooms onto Owner’s property without prior approval of Owner.

**EXHIBIT E**

**FOOD SERVICES AND CONCESSIONS**

1. Sale of Food. All food sales and/or concessions shall be operated by one of the Institution's campus food concessionaires. Aladdin Campus Dining, telephone number (912)279-4504 or book online at <https://ccga.catertrax.com> No food may be brought into the premises except by arrangement with said concessionaires.
2. Clean-up and Garbage Removal. Permit Holder covenants and agrees to be responsible for clean-up and removal of all trash, garbage and refuse from the premises. Permit Holder may arrange with food vendors and concessionaires to provide this service.
3. All food services should be booked at least two (2) weeks in advance.

## EXHIBIT F

### PARKING

1. **Lodging Facilities:** Parking is limited to one vehicle per room, with the license plate noted on the lodging registration form. Unnumbered and unmarked parking spaces in the parking lot adjacent to the lodging facility may be utilized on a space available basis. No parking sticker or permit is required. For oversize and specialty vehicles, see restrictions below.
2. **Conference Facilities and Visitor Parking:** Visitor parking is located in Lot E, south side of campus on Mariner Way. Visitor parking is temporary parking available on a first come, first served basis. No overnight parking is permitted in the visitor lot.
3. **Parking Violations:** Violations of the parking rules may subject the vehicle owner to citation and fine. Such citations will be issued through the campus security/traffic control office. Any unsatisfied citations must be paid by the Permit Holder prior to receiving final clearance to close out the license granted to the Permit Holder.
4. **No Liability of Owner:** Permit Holder acknowledges and agrees that the use of any parking space on Owner's campus creates no bailment. Owner assumes no responsibility whatever for loss or damage of any vehicle or its contents however caused. Owner disclaims any and all liability from use of any parking space. No employee or agent of Owner has the authority to vary this agreement.

## EXHIBIT G

### ALCOHOLIC BEVERAGE POLICY

**ALCOHOLIC BEVERAGE POLICY:** Possession or consumption of alcoholic beverages is prohibited on Campus.

**Exceptions:** The following limited exceptions to the Alcoholic Beverage Policy are permitted:

1. **Special Events and Conferences:** All requests must be submitted by the Permit Holder at least three weeks prior to the event. The following rules apply:

a. **All** program participants must be 21 years of age or older. The Permit Holder is responsible for checking identification and age of participants.

b. Alcohol must be served by an authorized and licensed on-premises concessionaires.

c. Consumption shall be limited to a reasonable amount and may be curtailed at any time by a concession, food service, or institution representative. The Permit Holder is responsible for enforcement.

d. The Permit Holder may either arrange for program participants to purchase alcoholic beverages from the authorized and licensed on-premises concessionaire or food service vendor, or may purchase the alcoholic beverages and deliver them to the concessionaire or food service vendor prior to the event.

e. Food must be available at the event at all times. Food must be present in the room(s) where alcoholic beverages are to be served.

f. Alcoholic beverages must remain in the room(s) where served.

g. No alcoholic beverage may be carried onto or taken from the premises by any individual.

h. The Permit Holder assumes all responsibility for damages resulting from the specific event, and indemnifies and holds Owner and the Board of Regents harmless from all such damages.

i. The Permit Holder will promptly remove or cause to be removed all alcoholic beverages that remain at the conclusion of the event.

## EXHIBIT H

### TOBACCO AND SMOKE-FREE CAMPUS POLICY

In accordance with the Georgia Smoke Free Air Act of 2005, Title 31 Chapter 12A, this policy reinforces the USG commitment to provide a safe and amicable workplace for all employees. The goal of the policy is to preserve and improve the health, comfort and environment of students, employees and any persons occupying our campuses.

The use of all forms of tobacco products on property owned, leased, rented, in the possession of, or in any way used by the USG or its affiliates is expressly prohibited. "Tobacco Products" is defined as cigarettes, cigars, pipes, all forms of smokeless tobacco, clove cigarettes and any other smoking devices that use tobacco such as hookahs or simulate the use of tobacco such as electronic cigarettes.

Further, this policy prohibits any advertising, sale, or free sampling of tobacco products on USG properties unless specifically stated for research purposes. This prohibition includes but is not limited to all areas indoors and outdoors, buildings and parking lots owned, leased, rented or otherwise used by the USG or its affiliates. The use of tobacco products is prohibited in all vehicles – private or public vehicles - located on USG properties.

This policy applies to all persons who enter the areas described above, including but not limited to students, faculty, staff, contractors and subcontractors, spectators, and visitors. All events hosted by a USG entity shall be tobacco-free. All events hosted by outside groups on behalf of the USG shall also be tobacco-free.

#### Exceptions for Tobacco Use

The President of each institution will define any exceptions to this policy. Exceptions to the policy will be very limited and on an as needed basis. The intent is the campus is tobacco and smoke free unless otherwise needed for educational purposes and/or the advancement of research on campus.

#### Enforcement

The overall enforcement and authority of this policy lies with the President of the institution, but it is also a shared community responsibility, which means all students, faculty, and staff share in the responsibility to help keep the campus tobacco-free. Signage to help inform our campus community and visitors will be placed throughout campus.

#### Violation of Policy

Violation of this policy may result in corrective action under the Student Code of Conduct or campus human resource policies. Visitors refusing to comply may be asked to leave campus.

STATE OF GEORGIA  
COUNTY OF CAMDEN

**INTERGOVERNMENTAL AGREEMENT FOR  
Accounting Management Services**

This Intergovernmental Services Agreement for Accounting Management Services is entered into this \_\_\_\_ day of \_\_\_\_\_, 2026, by and between the CITY OF KINGSLAND, hereinafter called "Kingsland" and the CAMDEN COUNTY PUBLIC SERVICE AUTHORITY, hereinafter called "PSA".

WITNESSETH:

**WHEREAS**, Kingsland operates and maintains a Finance Department for the purpose of providing a full range of accounting and procurement services; and

**WHEREAS**, Kingsland's Finance Department maintains overall financial stability through sound financial planning and practices along with closely monitoring internal controls; and

**WHEREAS**, the PSA desires to contract with Kingsland to provide certain accounting management services, to include an accounting manager performing duties as agreed to within this agreement; and

**WHEREAS**, Kingsland and the PSA, as a government and governmental authority, are authorized by §O.C.G.A. 36-34-2(5) to enter into intergovernmental services agreements; and

**NOW THEREFORE**, in consideration of the mutual conditions, covenants, and performances called for herein, the parties hereto agree:

1. Kingsland will provide to the PSA, and the PSA will receive from Kingsland, accounting management services, to include, but not necessarily be limited to, the following:

*Kingsland will provide qualified staff to perform the accounting management services. PSA will provide an office, workstation, and all necessary supplies to perform the duties.*

2. Kingsland staff member will perform the following duties as necessary:
  - a. Carry out lead worker responsibilities including: supervising, assisting staff in resolving problems; making recommendations, and reporting problems to the director and supervisors.
  - b. Coordinate functions related to fiscal operations, including: preparing audit spreadsheets; reconciling and auditing various transactions; preparing and reconciling payments; and billing and collecting on delinquent accounts.
  - c. Prepare the annual budget, including: preparing worksheets for dissemination to departments; forecasting revenues; comparing and verifying department budget to actual entries; working with departments to correct/amend budget submission; providing and presenting financial information, data and history to aid in discussions; managing the preparation of special budgets and revisions; assembling the budget document; and participating in budget hearings.
  - d. Prepare and post various journal entries; investigate departmental questions concerning transactions and make corrections; verify accounting systems and general ledger are in balance; and perform monthly closing functions to produce and present timely financial statements and program analyses.
  - e. Audit payables, revenues, and receivables, process purchase orders and/or invoices, etc., check for accuracy of documents and data entry and adhere to policies and procedures.
  - f. Assist in payroll function and prepare transfer payments to third party administrators; reconcile payroll transfers to the general ledger.
  - g. Maintain fixed asset schedules and appropriate supporting documentation for general and SPLOST expenditures.
  - h. Provide grant administration by educating departments and assisting with grant applications; work with grant project managers to ensure compliance with grant terms and proper general ledger recording; submit requests for grant reimbursements; and maintain a comprehensive file on each grant including formal agreements, record of all expenditures, record of billings, and record of grant revenues received.
  - i. Prepare complex, routine and non-routine reports and analysis utilizing a variety of software; receive, sort, and summarize material for the preparation of reports; prepare and distribute work reports; relay and interpret administrative decisions, policies and instructions.
  - j. Answer questions pertaining to the accounting system, requirements and/or laws; interpret laws that govern the fiscal aspects of the work.
  - k. Audit and analyze organization internal control procedures and define responsibilities for related staff.
  - l. Ensure quality standards and compliance with regulations are maintained.
  - m. Disseminate a variety of information and/or reports to various agencies, divisions, or departments via telephone, mail, email or fax.

3. The PSA agrees to pay to Kingsland, as compensation for providing the accounting management services described in item 2 above, and Kingsland agrees to accept the payment as total compensation for providing to the PSA the accounting management services, except as to the Indemnification and Hold Harmless provisions herein.
4. Billing for services described above shall be on an hour by hour basis in accordance with the hourly rates as shown on Exhibit A, which is attached and incorporated by reference in this agreement.
5. Kingsland will provide PSA with a monthly statement for services rendered. The PSA will submit payment to Kingsland in a timely manner, but in any case, not greater than 35 days after receipt of Kingsland invoices. It is understood that compensation, as called for in Exhibit A, may change on an annual basis, to be agreed upon by both parties;
6. It is further understood that there will be times when the Kingsland staff member will be unavailable to perform duties due to vacation and sick days, or an unforeseen circumstance. If such an event occurs, Kingsland will make every effort to have a qualified substitute available. It is further understood work to be performed on premise shall not exceed on average fifteen (15) hours a week.
7. This agreement may be terminated by either party upon the following terms and conditions:
  - a. Notice must be provided in writing, and
  - b. Notice must include a termination date of no less than ninety (90) days from the date of notification.
8. Indemnification and Hold Harmless: The parties understand and agree that risks of liability are associated with the provision of services as contemplated herein: and that PSA would assume the risks associated with their own accounting records; and such risk is to remain with PSA, as stated herein. PSA, in consideration of minimal reimbursements referred to herein, and in consideration of the favorable conditions granted by Kingsland to PSA, PSA agrees to Indemnify and to Hold Harmless Kingsland against any and all claims, judgements, costs, expenses, attorney fees, and costs of litigation incurred by Kingsland as a result of Kingsland's performance of services for PSA and as referred to herein.

- 9. Time is of the essence in the performance of the obligations imposed in this agreement.
  
- 10. This instrument contains the entire agreement between the parties and no modifications, release, discharge or waiver of any provisions hereof shall be of any force, effect, or value unless in writing and duly approved and executed by the parties hereto.

APPROVED by the Mayor and Council of the City of Kingsland on the \_\_\_\_ day of \_\_\_\_\_, 2026.

FOR THE CITY OF KINGSLAND:

ATTEST: \_\_\_\_\_ BY: \_\_\_\_\_  
Jean Seigler-Horne, City Clerk Dr. C. Grayson Day, Jr., Mayor

APPROVED by the Director and Board Chairman of Camden County Public Service Authority on the \_\_\_\_ day of \_\_\_\_\_, 2026.

FOR THE CAMDEN COUNTY PUBLIC SERVICE AUTHORITY:

ATTEST: \_\_\_\_\_ BY: \_\_\_\_\_  
Ronnie Wilcox, Director Alex Blount, Board Chairman

EXHIBIT A

Kingsland Hourly Reimbursement Rate (Effective January 1, 2026)

<u>Position</u>	<u>Hourly Rate</u>
Accounting Manager	\$22.40





**CITY OF KINGSLAND  
 TEMPORARY ALCOHOL PERMIT FOR NON-PROFIT CIVIC ORGANIZATIONS  
 AND "FOR PROFIT" BUSINESSES**

**HOW TO OBTAIN A TEMPORARY/SPECIAL EVENT ALCOHOL PERMIT**

Please submit the completed Application, Background Consent form, and payment no earlier than 90 days prior to the event, and no later than 45 days (holidays & weekends included) prior to your event date.

Upon application to the Planning Department and payment of an application fee as provided below, the City Manager (CM) shall be authorized to approve the application to be presented to the City Council for approval or denial under the following conditions:

Any temporary event for which dispensing of alcoholic beverages is requested must be:

1. Any licensee holding an annual City Alcohol Beverage License for on premises consumption is strictly prohibited from serving alcoholic beverages purchased from a state wholesaler for sale on their licensed premises under the issuance of a special alcoholic beverage permit.
2. All applicants and permit holders must comply with all state statutes governing the sale of alcoholic beverages and all sections of this ordinance governing such sale.
3. The permit granted under this section shall be deemed to be a privilege permit. The application shall be processed in accordance with this Code and shall be presented to the City Manager, who will take such action as deemed appropriate.
4. No such event shall exceed three (3) days, including Sunday, for which the City Manager shall have authority to waive normal Sunday regulations if circumstances warrant such waiver.
5. The fee for such permit shall be **\$180.00** per permit for any "for profit" business and **\$75.00** for Non- Profit Organizations shall be paid at the time of application.
6. The City Manager shall be authorized to waive all or any portion of license fees for temporary dispensing of alcoholic beverages if the permit application and event is sponsored by a 501(c), 501(d), 501(e) non-profit organization or local government authority as classified by the Internal Revenue Service, and the event/sales benefits create a greater economic impact/value to the city than the value of the permit fee.

**SPECIAL EVENT TEMPORARY ALCOHOL PERMIT CHECKLIST**

- |   |   |
|---|---|
| <p>Copy of 501 *Non-PROFIT STATUS( Required)</p> <p>Copy of contract for event</p> <p>Copy of photo ID of applicant</p> <p>Check/cash or money order payable to City of Kingsland</p> | <p>Letter of consent from property owner</p> <p>Background Consent Form</p> |
|---|---|

(Ord. No. 2012-06, 8-27-2012) Sec. 3-19.1. - Issuance of temporary permit for sale by nonprofit civic organizations.  
 The temporary permit may be issued as hereinafter set out:

- (1) Upon the filing of an application and payment of a fee of \$75.00 by a bona fide nonprofit civic organization and \$180.00 by a "for profit" business to the city. The council may issue a permit authorizing the organization to sell alcoholic beverages for consumption on premises for a period not to exceed three days, subject to any provision of the ordinance from which this section was derived or state law regulating the time for the selling of such beverages. The fee is for the city's administrative costs, including advertising, in processing the application.
- (2) No more than six permits may be issued to an organization in any one calendar year pursuant to the ordinance from which this section was derived. The organization must also obtain a permit from the state revenue commissioner.
- (3) The permit issued to this section shall be valid only for the place specified in the permit. All permits for festivals and benefits conducted by nonprofit civic organizations shall specify that all sales and consumption shall be within a predefined controlled area enclosed by a tent or fencing, and that all beverages are served in paper or plastic containers. No permit may be issued unless sale of distilled spirits, malt beverages or wine is lawful in the place for which the permit is issued.

**Name-Based Criminal History Record Information Consent/Inquiry Form**

I hereby authorize Kingstand Police Department to conduct an inquiry for the purpose(s) listed below and receive any Georgia and/or national criminal history record information as authorized by state and federal law.

Agency/Company

Full Name (print)	Alex Wong		
Address	[REDACTED]		
Sex	Race	Date of Birth	Social Security Number
Male	A	[REDACTED]	[REDACTED]

This authorization is valid for 365 days from date of signature.

I, Alex Wong, give consent to the above-named entity to perform periodic criminal history background checks for the duration of my employment.

*Alex Wong* 1/15/2026  
 Signature Date

Attorney for Individual (Pur E and U Only) Bar Number Date

Date of Inquiry: \_\_\_\_\_ Time of Inquiry: \_\_\_\_\_ Operator's Initials: \_\_\_\_\_

Purpose Code Used: (check all that apply)

<input type="checkbox"/>	E - Employment
<input type="checkbox"/>	J - Civilian Criminal Justice Employment (State & Ill Info Received)
<input type="checkbox"/>	M - Working with Mentally Disabled
<input type="checkbox"/>	N - Working with Elderly
<input type="checkbox"/>	P - Public Records
<input type="checkbox"/>	U - Personal Copy
<input type="checkbox"/>	W - Working with Children
<input type="checkbox"/>	Z - Sworn Criminal Justice Employment (State & Ill Info Received)

The inquiry resulted in the following: (check all that apply)

<input type="checkbox"/>	No Criminal Record Available
<input type="checkbox"/>	Criminal Record (Attached/Released)
<input type="checkbox"/>	No NCIC/GCIC Warrant
<input type="checkbox"/>	Possible NCIC/GCIC Warrant (List Wanting Agency Below)

Wanting Agency Name: \_\_\_\_\_

Wanting Agency Telephone: \_\_\_\_\_

\_\_\_\_\_  
 Agency Designee Signature and Title Date

Revised June 2017

**CITY OF KINGSLAND, GEORGIA  
RESOLUTION NO. 2026-03**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KINGSLAND, GEORGIA, AUTHORIZING A TEMPORARY WAIVER OF THE FIFTEEN-DAY PUBLIC HEARING ADVERTISING REQUIREMENT FOR THE ISSUANCE OF A TEMPORARY PERMIT DUE TO SPECIAL CIRCUMSTANCES**

**WHEREAS**, the City of Kingsland Ordinance requires that all temporary permits be issued only after a public hearing, with notice published at least fifteen (15) days prior to such hearing; and

**WHEREAS**, the permittee seeking a temporary permit for [insert description/location of permit] inadvertently failed to submit the application in sufficient time to meet the fifteen (15)-day advertising requirement; and

**WHEREAS**, the City Council finds that this constitutes a special circumstance warranting a one-time exception to the notice requirement to allow the temporary permit to be considered without undue delay; and

**WHEREAS**, the City Council finds that public notice and permit consideration will still occur at the City Council meeting scheduled for January 26, 2026; and

**WHEREAS**, this action is limited to this specific permit and this calendar year only, and shall not be construed as a waiver or precedent for any future permit applications or hearings.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Kingsland, Georgia, and it is hereby resolved as follows:

1. The fifteen (15)-day public hearing advertising requirement otherwise mandated by ordinance is hereby waived for the issuance of the temporary permit for [insert permit description/location] due to the special circumstance described herein.
2. This waiver applies solely to this permit and this calendar year and shall not establish precedent or authorize waiver for future permits.
3. The City Clerk is directed to include this waiver in the official record and to ensure that the permit consideration appears on the January 26, 2026, City Council agenda.

**PASSED AND ADOPTED** this 26th day of January, 2026, by the City Council of the City of Kingsland, Georgia.

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Grayson Day, Jr., Mayor

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Jo Seigler-Horne, City Clerk

**ATTEST:**