

**City of Guyton, Georgia  
City Council Meeting  
June 11, 2024 at 7:00 P.M.**



**Guyton City Hall  
310 Central Boulevard  
Guyton, GA 31312**

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## **AGENDA**

- 1. Call to Order**
- 2. Invocation and Pledge of Allegiance**
- 3. Consideration to Approve the Agenda**
- 4. Consideration to Approve the Minutes**
  - ⊗ 05/14/24 Regular Meeting
  - ⊗ 05/21/24 Special Called Meeting
- 5. Reports from Staff and Committees**

⊗ Police Department	Kelphie Lundy
⊗ Fire Department	Clint Hodges
⊗ Public Works/Water/Sewer	EOM
⊗ Planning and Zoning	Lon Harden
⊗ Industrial Development	Lon Harden
⊗ Historical Commission	Lucy Powell
⊗ Leisure Services	Lula Seabrooks
⊗ Library Board	Jim Odum
- 6. New Business**
  - A. Consideration to approve Resolution 2024-14 adopting the City of Guyton Commission, Authority, Committee, and Board Appointment Policy
  - B. Consideration to execute a video surveillance contract for the Guyton Police Department with GOL Security for \$10,825.00 from SPLOST
  - C. Consideration to award the Guyton Gymnasium Re-Roofing Project contract to RoofCo with a bid amount of \$95,747.00 from SPLOST
  - D. Consideration to execute the Coastal Region Metropolitan Planning Organization (CORE MPO) Memorandum of Understanding | Speaker: Wykoda Wang

**7. Dates to Remember**

- ④ Thursday, June 13, 2024, Summer Social from 5:00 P.M. until 7:00 P.M. — Guyton Walking Trail, 310 Central Boulevard, Guyton, GA 31312
- ④ Wednesday, June 19, 2024, Guyton City Hall closed in observance of Juneteenth
- ④ Tuesday, June 25, 2024, Planning and Zoning Public Hearing and Meeting at 7:00 P.M. — Guyton City Hall, 310 Central Boulevard, Guyton, GA 31312
- ④ Tuesday, July 9, 2024, Guyton City Council Meeting at 7:00 P.M. — Guyton City Hall, 310 Central Boulevard, Guyton, GA 31312

**8. Consideration to move from the Regular Meeting into an Executive Session referencing real estate and personnel**

**9. Consideration to Adjourn**

## **Rules of Decorum for All Meetings**

The purpose of the Rules of Decorum is to foster an atmosphere of civil and courteous discourse, even and especially when discussing contentious topics, at all meetings held by the City of Guyton.

### **(A) General rules applicable to all (Mayor and City Council, Staff, Members of the Public)**

- 1) Each speaker should refrain from personal attacks, foul or abusive language, and will maintain a civil and courteous manner and tone.
- 2) During designated times for members of the public to speak, members of the public will be permitted 10 minutes to discuss topics. After 10 minutes of discussion on a topic, members of the public will be limited to 3:00 minutes speaking time. The Mayor or presiding officer shall have the authority to grant additional speaking time. Notwithstanding the foregoing, during public hearings involving zoning decisions, members of the public will have no less than 10 minutes to speak in favor, and no less than 10 minutes to speak in opposition.
- 3) Members of the audience will respect the rights of others and will not create noise or other disturbances that will disrupt or disturb persons who are addressing the Mayor and Council or Committee or Board or Commission, or members of those bodies who are speaking, or otherwise impede the orderly conduct of the meeting.

### **(B) Additional Rules for Mayor and City Council, Committees, Boards or Commissions**

1. The Mayor and City Council, Committees, Boards, Authorities, or Commissions will conduct themselves in a professional and respectful manner at all meetings.
2. Questions for staff or individuals or other Council, Committee, Board or Commission members will be directed to the appropriate person to answer. Members of the Mayor and City Council, Committees, Boards, Authorities, or Commissions will attempt to answer or address questions presented one at a time without attempting to talk over another member.
3. Members of the Mayor and City Council, Committees, Boards, Authorities, or Commissions are always free to criticize or question policies, positions, data, or information presented. However, members of the Mayor and City Council, Committees, Boards, Authorities, or Commissions will not attack or impugn the person presenting.

### **(C) Enforcement**

The Mayor or presiding officer has the authority to enforce each of the Rules of Decorum regarding members of the public. If any Rule is violated, the Mayor or presiding officer will give the speaker a warning, citing the Rule being violated, and telling the speaker that a second violation will result in a forfeiture of the right to speak further. The Mayor or presiding officer also may have the offending speaker removed from the meeting if the misconduct persists. The Mayor or presiding officer shall not have any power under this provision regarding a Council, Committee, Board or Commission member.



**City of Guyton  
City Council Meeting  
May 14, 2024 — 7:00 PM**

**MINUTES OF MEETING**

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**Call to Order** — The City of Guyton Council held a City Council Meeting on May 14, 2024, at Guyton City Hall, 310 Central Boulevard, Guyton, GA 31312. The meeting was called to order by Mayor Andy Harville at approximately 7:02 PM. Mayor Andy Harville, Mayor Pro Tem Michael Johnson, Councilmember Jeremiah Chancey, Councilmember Theodore Hamby, and Councilmember Joseph Lee were present at this meeting.

**Additional Administrative Staff Present** — City Clerk Fabian Mann and City Attorney Wes Rahn were present.

**Guest Present** — The guest sign-in sheets are filed in the Office of the City Clerk.

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**Invocation** — The invocation was led by **Lon Harden**.

**Pledge of Allegiance** — The Pledge of Allegiance was led by **Harville**.

**Consideration to Approve the Agenda** — **Johnson** made a motion to approve the agenda with the following amendments. **Hamby** seconded the motion. **Motion passed unanimously**.

- ④ Adding Item B: Consideration to enter agreement with Vector Security

**Consideration to Approve the Minutes** — **Johnson** made a motion to approve the minutes of the following meeting. **Hamby** seconded the motion. **Motion passed unanimously**.

- ④ 04/09/24 Regular Meeting
  - ④ 05/02/24 Special Called Meeting
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**Reports from Staff or Committees**

- |                            |                |
|----------------------------|----------------|
| ④ Police Department        | Kelphie Lundy  |
| ④ Fire Department          | Clint Hodges   |
| ④ Public Works/Water/Sewer | EOM            |
| ④ Planning and Zoning      | Lon Harden     |
| ④ Industrial Development   | Lon Harden     |
| ④ Historical Commission    | Lucy Powell    |
| ④ Leisure Services         | Lula Seabrooks |



- Library Board
- Downtown Development Authority

Jim Odum  
Miller Barger, Jr.

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## Public Participation

- Dennis Hammock | Drainage Concerns

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## Old Business

**Second reading and consideration to approve Ordinance 2024-01 establishing a downtown overlay district** — Chancey made a motion to approve Ordinance 2024-01. Johnson seconded the motion. **Motion passed unanimously.**

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## New Business

**Consideration to approve the expenditure of \$7,950.00 for 30 water meters** — Lee made a motion to approve the expenditure of \$7,950.00 for 30 water meters. Johnson seconded the motion. **Motion passed unanimously.**

**Consideration to execute a security contract with Vector Security** — Johnson made a motion to execute the security contract. Hamby seconded the motion. **Motion passed unanimously.**

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## Dates to Remember

Wednesday, May 15, 2024, Downtown Development Authority Meeting at 10:00 A.M. — Guyton City Hall, 310 Central Boulevard, Guyton, GA 31312

Wednesday, May 22, 2024, City Council Budget Retreat at 8:00 A.M. — Hereford House, 477 Honey Ridge Road, Guyton, GA 31312

Monday, May 27, 2024, Guyton City Hall closed in observance of Memorial Day

Tuesday, June 4, 2024, Special Called Planning and Zoning Public Hearing and Meeting at 7:00 P.M. — Guyton City Hall, 310 Central Boulevard, Guyton, GA 31312

Saturday, June 8, 2024, Summer Social at 5:00 P.M. — Guyton Walking Trail, 310 Central Boulevard, Guyton, GA 31312



Tuesday, June 11, 2024, Guyton City Council Meeting at 7:00 P.M. —  
Guyton City Hall, 310 Central Boulevard, Guyton, GA 31312

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**Consideration to Adjourn** — **Johnson** made a motion to adjourn. **Hamby** seconded the motion. **Motion passed unanimously.** The meeting adjourned at approximately 7:41 P.M.

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City of Guyton

\_\_\_\_\_  
Andy Harville, Mayor

Attest:

\_\_\_\_\_  
Fabian M. Mann, Jr., City Clerk

DRAFT



**City of Guyton**  
**City Council Special Called Meeting**  
**May 21, 2024 — 7:00 PM**

**MINUTES OF MEETING**

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**Call to Order** — The City of Guyton Council held a Special Called City Council Meeting on May 21, 2024, at Guyton City Hall, 310 Central Boulevard in Guyton. The meeting was called to order by Mayor Andy Harville at approximately 7:00 PM. Mayor Andy Harville, Mayor Pro Tem Michael Johnson, Councilmember Jeremiah Chancey, Councilmember Theodore Hamby, and Councilmember Joseph Lee were present at this meeting.

**Additional Administrative Staff Present** — Receptionist/Municipal Clerk Micah Nix was present.

**Guest Present** — The guest sign-in sheets are filed in the Office of the City Clerk.

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**Consideration to approve the agenda** — **Johnson** made a motion to approve the agenda. **Chancey** seconded the motion. **Motion passed unanimously.**

**Consideration to approve the expenditure of \$1,275.00 for a cost study to add elected officials to the City of Guyton’s employee retirement plan** — **Johnson, Lee, and Hamby** voted yay. **Harville and Chancey** voted nay. **Motion passed 3-2.**

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**Dates to Remember**

Tuesday, June 11, 2024, Guyton City Council Meeting at 7:00 P.M. —  
Guyton City Hall, 310 Central Boulevard, Guyton, GA 31312

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**Consideration to adjourn** — **Johnson** made a motion to adjourn. **Hamby** seconded the motion. **Motion passed unanimously.** The meeting was adjourned at approximately **7:08 P.M.**

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City of Guyton

\_\_\_\_\_  
Andy Harville, Mayor

Attest:

\_\_\_\_\_  
Fabian M. Mann, Jr., City Clerk

CITY OF GUYTON  
STATE OF GEORGIA

RESOLUTION NUMBER 2024-14

A RESOLUTION BY THE MAYOR AND COUNCIL OF THE CITY OF GUYTON TO ADOPT THE CITY OF GUYTON COMMISSION, AUTHORITY, AND BOARD APPOINTMENT POLICY; TO PROVIDE FOR SEVERABILITY; TO PROVIDE AN EFFECTIVE DATE; TO REPEAL ALL ORDINANCES AND RESOLUTIONS AND PARTS THEREOF IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

**WHEREAS**, the duly elected governing authority of the City of Guyton, Georgia is authorized by O.C.G.A. § 36-35-3 to adopt ordinances and resolutions relating to its property, affairs, and local government; and

**WHEREAS**, Section 3.11 of the Charter of the City of Guyton provides that the “city council shall create by ordinance or resolution such boards, commissions, and authorities to fulfill any investigative . . . function the city council deems necessary”; and

**WHEREAS**, Section 3.11 of the Charter of the City of Guyton provides that “all members of boards, commissions, and authorities of the city shall be appointed by the city council”; and

**NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE GOVERNING AUTHORITY OF THE CITY OF GUYTON, GEORGIA IN A REGULAR MEETING ASSEMBLED AND PURSUANT TO LAWFUL AUTHORITY THEREOF, AS FOLLOWS:**

**Section 1. Adoption of Commission, Authority, and Board Appointment Policy.**

The City Council of the City of Guyton hereby adopts the Commission, Authority, and Board Appointment Policy attached hereto as Exhibit A, titled “City of Guyton Commission, Authority, Committee, and Board Appointment Policy”, and incorporated herein by reference.

**Section 2. Severability.** If any section, clause, sentence, or phrase of this resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this resolution.



**Section 3. Repealer.** All ordinances and resolutions and parts thereof in conflict with this resolution are hereby repealed.

**Section 4. Effective Date.** This resolution including the Commission, Authority, and Board Appointment Policy attached hereto shall become effective upon its adoption by the City Council.

SO RESOLVED, this \_\_\_\_ day of June, 2024.

**CITY OF GUYTON**

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Andy Harville, Mayor

Attest:

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Fabian Mann, City Clerk

# EXHIBIT A



**City of Guyton  
Commission,  
Authority, Committee, and  
Board Appointment Policy**

## **Applications are accepted anytime - Submit yours today!**

City of Guyton residents are invited to participate in the process of City of Guyton government. The City Council has historically sought the input of its residents in planning for the future of its community. In keeping with this philosophy of citizen involvement, the City Council appoints residents to various boards, commissions, and committees to keep abreast of the changing needs of the community. One of the most effective ways to participate is through service on one of these. Through these services, civic minded citizens become involved in their local government and make recommendations to the Guyton City Council. As a result, the City benefits from the vast knowledge, experience and expertise of its citizens. Thank you for your interest.

Board, committee, authority, and commission member positions are all voluntary and are appointed by the City Council. Commissions, committees, authorities, and boards use common rules, although each has a different role within the City organization. Term lengths and limits vary with different commissions. These positions are voluntary and non-paid, though expenses can be reimbursed. The time commitment for each board/commission varies; some meet on a regular schedule, others on an as needed basis. Preparation for some meetings may require additional time obligations, and your attendance at all regularly scheduled meetings is critical.

Board, Commission, Authority, and Committee members are appointed by the Mayor and City Councilmembers. For more information, please review the City of Guyton Commission, Authority, Committee, and Board Appointment Policy.

### **How to apply:**

1. Complete the required application form online or mail or fax it, along with your resume to:

**Office of the City Clerk  
310 Central Blvd  
Guyton, GA 31312**

2. As vacancies occur, the Board, Commission, Authority, or Committee with the vacancy will meet to review the applications and determine when interviews will take place. Each Board, Commission, Authority, or Committee will make a final recommendation for appointment to the Mayor and Council.

3. All members of boards, commissions, authorities, and committees shall be residents of the City of Guyton. Members are expected to attend all regular and

special meetings. Please contact City Hall for more specific information and meeting schedules.

4. Applicants must be a registered voter in the City of Guyton.

5. Applications will remain on file for one calendar year.

**City of Guyton**  
**Commission, Authority, Committee, and Board**  
**General Membership Policy**

The Commission, Authority, Committee, and Board Appointment Policy (hereinafter "Policy") provides standard procedures for use by the Guyton City Council (hereinafter "Council") as it relates to the appointment of members.

Boards, Commissions, Authorities, and Committees give citizens a voice in their government. They provide a means to influence decisions that shape the quality of life for citizens. Participating on a Board, Commission, Authority, and Committee is one of the most effective ways that a citizen can have an active voice in their government.

The City of Guyton provides numerous opportunities for citizens to serve the community through various Boards, Commissions, Authority, and Committees. A policy for appointment to these entities was developed with the primary goal of providing a greater opportunity for citizens of the City of Guyton to participate in these entities and to establish an official process for making appointments.

**Planning and Zoning Committee**

The Planning and Zoning Commission was created by the City to hear all applications for rezoning, land use permits and amendments to the Zoning Ordinance and to recommend to the Mayor and Council any action on such applications. The Planning & Zoning Commission reviews proposed amendments to zoning ordinances, site plans and plat applications, and also makes recommendations to the Council regarding the current and future development of the City of Guyton.

In evaluating applications, the Commission considers the zoning map and the future land use map. The Commission also considers public input and applicable criteria such as whether traffic created by a proposal would lead to congestion, noise and traffic hazards, whether there is conflict with density patterns in the district.

The Commission consists of five (5) members who shall serve a term of three (3) years in length. Members may not serve more than two (2) consecutive terms. The Planning and Zoning Commission requires a specialized level of knowledge, and to ensure that members are properly equipped for service, each member

must attend the Georgia Municipal Association Planning and Zoning 6-hour class within one year of appointment or adoption of this policy.

### **Historic Preservation**

The historical, cultural, and aesthetic heritage of the City of Guyton is among its most valued and important assets, and the preservation of this heritage is essential to the promotion of the health, prosperity, and general welfare of the people.

Adopting a local preservation ordinance, appointing a preservation commission, and designating historic resources is one of the best ways for the City of Guyton to protect the historic character of its buildings, neighborhoods, and landmarks from inappropriate alterations, incompatible new construction, and outright demolition.

The goal of the Guyton Historic Preservation Commission is to protect, preserve, and promote the City's historic resources. The Historic Preservation Commission is empowered to regulate the demolition, relocation, or any material change to the exterior of historic resources and non-historic resources located in the Guyton Historic District.

To the extent available in the City, at least three (3) members shall be appointed among professionals in the disciplines of architecture, history, architectural history, planning, archaeology, or related professions. The Commission will consist of five (5) members who shall serve three (3) year terms.

### **Downtown Development Authority**

The DDA is an organization created by the Constitution of the State of Georgia to coordinate the development and improvement of the City's downtown. Members are appointed by City Council and their mission is to preserve and add to the unique beauty and hometown charm of Guyton and create a destination of choice. Recognizing downtown Guyton as the historic core of the community, the DDA manages the process of enhancing downtown's position as the governmental, cultural, and economic center of the area by involving businesses, property owners, government, churches, and the entire community.

The Board of Directors of the Downtown Development Authority of the City shall consist of seven persons, each of whom shall be: (1) a taxpayer residing in the municipal corporation for which the authority is created; (2) an owner or

operator of a business located within the downtown development area and a taxpayer residing in the County in which is located the municipal corporation for which the authority is created; or (3) persons having a combination of the foregoing qualifications. One such director may be a member of the governing body of the municipal corporation and not less than four shall be or represent a party who has an economic interest in the redevelopment and revitalization of the downtown development area. Notwithstanding the foregoing, one director appointed to the board may reside outside the county; provided, however, that such appointed director owns a business within the downtown development area and is a resident of the State of Georgia. The term of office will be four years. This committee requires a specialized level of knowledge, and to ensure that members are properly equipped for service, each member must attend the Georgia Municipal Association Downtown Development Authority Basic Training 8-hour class within one year of appointment or adoption of this policy.

### **Leisure Services Commission**

Leisure time opportunities are a basic human need along with health, education, and welfare, and the responsibility for providing wholesome leisure time facilities and activities for the citizens of Guyton rests with our department. Leisure Services believes through these leisure-time pursuits, we can provide all citizens that opportunity to grow physically and mentally and find a 'quality of life and wellness that is both meaningful and abundant.

The Commission shall be composed of seven (7) persons who shall serve a term of five (5) years.

### **Ethics Committee**

It is essential to the proper operation of democratic government that the public officials are independent, impartial, and responsible to the people; that governmental decisions and policies be made within the proper channels of the governmental structure; and that public office not be used for personal gain.

It is the policy of the city that its officials, employees, appointees, and volunteers conducting official City business:

- Serve others and not themselves;
- Be independent, impartial and responsible;



Use resources with efficiency and economy;  
Treat all people fairly;  
Use the power of their position for the wellbeing of their constituents;  
and Create an environment of honesty, openness and integrity.

The Board of Ethics of the City shall consist of three (3) residents of the City, one appointed by the Mayor, one appointed by the City Council, and the third appointed by the Mayor and approved by a majority of the City Council. All members of the Ethics Committee shall serve two-year terms.

**City of Guyton**  
**Commission, Authority, Committee, and Board**  
**Appointment Policy**

**MISSION:** It is the mission of this appointment policy to provide an opportunity for qualified individuals to be made aware of opportunities to serve on various Boards, Commissions, Authorities, and Committees to allow for a structured and professional process to seek such appointments.

**PURPOSE:** The purpose of this policy is to establish a procedure to facilitate the notification, announcement, and selection for appointments to Boards, Commissions, Authorities, and Committees by the Mayor and City Council of the City of Guyton.

The City of Guyton Charter vests the power to appoint all city commission, authority, and board members to the Council. The Council intends to appoint well-qualified and representative citizens to city commissions. The Policy exists to provide the Council with a systematic and equitable approach to appoint board members.

**APPLICABILITY:** The Policy establishes a general framework for appointing board members while simultaneously recognizing the differing requirements of each body's enabling legislation. The Policy applies to all existing and future boards. The terms – "Commission," "Authority," and "Board" – are used interchangeably and convey the same meaning in the Policy.

**GOAL:** It is the goal of the City's appointment policy to ensure that all citizens are aware of opportunities to serve, have a professional and structured process through which to seek appointments, to select qualified individuals who have a willingness and desire to serve and to ensure diversity in the make-up of the entities.

**REQUIREMENTS:** Acknowledging each board's varying enabling legislation, all appointments must adhere to the specific requirements described in the respective board's legislation. Appointments are subject to a majority vote by the Council. Likewise, the removal of a board member is subject to a majority vote by the Council.

**Recommendations for Appointments to Boards, Commissions, Authorities and Committees**

- A. Boards, Commissions, Authorities, and Committee appointments will be made when vacancies occur.
- B. Each Board, Commission, Authority, and Committee will review applications for appointments. Each is charged with conducting interviews and making a recommendation for appointment to the City Council.

- C. Each Board, Commission, Authority, and Committee shall submit to the Clerk of Council in December of each year an annual schedule of meetings for the next calendar year. The Clerk will advertise the schedule of meetings and post the schedule.

### **Selection of Board, Commission or Committee Members**

- A. For vacancies that arise prior to the end of a member's term, a call for applications to fill vacant seats to boards, commissions and committees shall be duly published for at least two weeks via the City of Guyton website, Facebook page, and other means available to the City.
- B. At least 45 days before the end of a board member's term of office or after a resignation is submitted, public notice will be undertaken as follows:
- The City Clerk will post in a conspicuous location at Guyton City Hall a board member vacancy announcement describing member responsibilities and details on submitting applications. The posting will remain posted until the position is filled.
  - The City Clerk will submit a similar vacancy announcement to the legal organ that describes member responsibilities and details on submitting applications. The posting will run for at least two consecutive weeks.
- C. Individuals applying for boards, commissions, authorities, and committees must fill out and submit the City application form to the City Clerk.
- D. The City Clerk will prepare materials and schedule an open meeting during which the Board, Commission, Authority, or Committee may conduct interviews.
- E. After review and consideration, the Committee, Board, Authority, or Commission shall deliberate and prepare recommendations for appointment by the City Council.
- F. City Council will grant preference to applicants who were recommended by the Committee, Board, Authority, or Commission to fill said vacancy. City Council is not bound by the recommendation, but if another candidate is selected, Council should notate the reason for not appointing the recommended candidate.
- G. Appointments by the City Council will be made by the majority vote election process. When more than two candidates are nominated, the majority vote candidate will be determined by the double election process (primary election to reduce the final number of candidates to two), or in such other manner agreed to by the City Council.
- H. The City Clerk or their designee will notify recommended applicants for the open seat(s) that they have been recommended. The City Clerk or designee

will request that recommended candidates be present when the recommendation is presented to City Council as a scheduled agenda item. Following appointment, the City Clerk will have the appointees take the loyalty oath. Absent appointees will make arrangements with the City Clerk to take the loyalty oath before taking any action on the board, commission, or committee.

- I. In the event a City-appointed member resigns within the first year (12 months) of their term, the Mayor and Council shall have the right to: (a) request the seat be readvertised or (b) choose from among the previously qualified pool of applicants for that position. In the event (b) is selected, the City Clerk or their designee will contact all applicants from the previous pool of applicants and confirm which remain interested in serving.

### **Qualifications for Appointments; Employees or Appointed Officers as Members**

All members of boards, commissions, authorities, and committees shall meet the following minimum qualifications upon their appointment. Unless provided otherwise by law, each member shall be:

- Eighteen years of age or older;
- A Guyton resident for at least one year, unless the City Council specifically decides to waive time of residency or residency requirement for a specific board, commission, authority, or committee; and
- A registered voter.

### **Terms, Vacancies, Removal**

- A. All members of boards, commissions, authorities, and committees shall serve a term specifically designated by City Council action, Charter language or Georgia law.
- B. For boards, commissions and committees with regularly scheduled meetings, the members' terms shall be staggered so that, when possible, the terms of no more than the number of members constituting a quorum of the board, commission, authority, or committee shall expire in any single year provided.
- C. No individual may serve as a voting member on more than two boards, commissions, authorities, and committees at one time.
- D. A vacancy on a board, commission, authority, or committee shall be deemed to have occurred upon the following:
  - a. Death or resignation of a member of a board, commission, authority, or committee
  - b. A member ceasing to be a Guyton resident.

- c. Three consecutive unexcused absences by a member from board, commission, authority, or committee meetings.
- E. Attendance policy: if any member fails to attend three (3) successive meetings or twenty-five percent (25%) of the regular meetings in a calendar year without cause and without prior approval of the chairperson, then the board, commission, authority, or committee shall declare the member's seat vacant, and the mayor and council shall promptly appoint a replacement.
- F. No member of a board, commission, authority, or committee shall assume office until that person has executed and filed with the clerk of the City an oath obligating himself or herself to faithfully and impartially perform the duties of that office.
- G. All members of boards, commissions, authorities, or committees serve at-will, and any board, commission, authority, or committee member, including alternates, may be removed from their office with or without cause prior to the expiration of their term upon a majority vote of the City Council.

### **Alternates**

The City Council may appoint alternates to serve on boards, commissions, authorities, and committees in the event of a vacancy. Such alternates may attend and participate in meetings of the board, commission, authority, or committee but shall not vote in such meetings until such time as a vacancy has occurred and the alternate has filled such vacancy. If the City Council appoints more than one alternate for a particular board, commission, authority, or committee, the City Council shall designate the alternates as first alternate, second alternate and so on such that immediately upon a vacancy occurring in a board, commission, authority, or committee, the first alternate shall fill such vacancy without the need for further City Council action.

**City of Guyton**  
**Commission, Authority, Committee, and Board General Application**  
**for Appointment**

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

Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_

City/Zip: \_\_\_\_\_ Work Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Are you a City resident? \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, how long? \_\_\_\_\_

Board/Commission/Authority/Committee Applied For:

\_\_\_\_\_

New Appointment: \_\_\_\_\_ Reappointment: \_\_\_\_\_

Please list any current membership(s) you have on any City of Guyton Board, Commission, Authority, or Committee: \_\_\_\_\_

\_\_\_\_\_

How long have you served on the above listed entity? \_\_\_\_\_

The City encourages all interested parties to attend one or more meetings of the board, commission, authority, or committee for which they are seeking appointment. Have you attended any meetings? \_\_ yes \_\_ no

If so, how many? \_\_\_\_\_

Name/address of employer: \_\_\_\_\_

\_\_\_\_\_

Occupation: \_\_\_\_\_

Educational background: \_\_\_\_\_

\_\_\_\_\_

Professional experience: \_\_\_\_\_

\_\_\_\_\_

Community service/civic organization affiliations: \_\_\_\_\_

\_\_\_\_\_

In what ways do you think you can contribute to the primary mission of the organization to which you are requesting to be appointed? \_\_\_\_\_

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What specific skills, knowledge, and abilities do you possess that would contribute to the organization to which you are requesting to be appointed? \_\_\_\_\_

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What areas do you feel may be improved in this organization? \_\_\_\_\_

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Why are you seeking this appointment? \_\_\_\_\_

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Do you agree to abide by the attendance policy listed below?  Yes  No

Attendance policy: if any member fails to attend two (2) of three (3) successive meetings or three (3) meetings within a calendar year without cause and without prior approval of the chairperson, the board, commission, authority, or committee shall declare the member's seat vacant, and the mayor and council shall promptly appoint a replacement.

Have you been convicted of a criminal offense against the law within the last ten (10) years or are you now under charges for any offense against the law, either a felony or a misdemeanor?  Yes  No

If yes, give complete details below. Criminal record: (felonies, misdemeanors) charge date location disposition note: a conviction will not necessarily disqualify a person from appointment. Each conviction will be judged on its own merit with respect to time, circumstance and seriousness related to the appointment applied for.

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I certify that the answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for appointment as may be necessary in arriving at a decision for appointment to a City of Guyton board, commission, or committee. I understand that false

information given in my application will result in disqualification from consideration. My signature on this form confirms that I have read and acknowledge all of the enclosed information, and that I am willing to commit the time required to fulfill the responsibilities of the appointment I am requesting. My signature also confirms that I authorize the City of Guyton to conduct a criminal history background check and I understand the purpose and responsibilities of the organization for which I am applying for appointment.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_





# Estimate

219 N Columbia ave Suite 2  
 Rincon, GA 31326  
 (844) 465-7233 / (877) 300-4216  
 JVANNES@golsecurity.com

<b>ESTIMATE#</b>	1043027881
<b>DATE</b>	05/08/2024
<b>PO#</b>	

CUSTOMER
ATTN: ANDY HARVILLE - CITY OF GUYTON 310 Central Blvd Guyton Georgia 31312

SERVICE LOCATION
ATTN: ANDY HARVILLE - CITY OF GUYTON 310 Central Blvd Guyton Georgia 31312

DESCRIPTION
(1) NVR-P 32CH 4K 320MBPS 16 POE, UP TO THE 32 MP RECORDING, UP TO 2-CH@32 MP (30 FPS) OR 8-CH@8 MP (30FPS) OR 16-CH@4 MP (30FPS), 4 SATA
(2) POE 4POE+2UPLINK 10/100MBPS, 60W, 820FT LONG RANGE TRANSMISSION - TAIWAN REALTEK CHIPSET, NDAA COMPLIANT
(1) WD PURPLE PRO 10TB AI SURVEILLANCE HARD DISK DRIVE, 7200 RPM CLASS, SATA 6 GB/S, 256 MB CACHE, 3.5 INCH
(3) UTP CAT6 BLUE 23AWG PURE COPPER CONDUCTOR 1000FT CMR UL LISTED
(11) 4MP COLOR 24/7 TURRET WITH HYBRID ILLUMINATION, 2.8MM, MOTION 2.0, TRUE WDR, BUILT-IN MICROPHONE, DC 12V/POE. LTB03-W/LTB307 JUNCTION BOX
(1) BRACKET J-BOX FOR CMIP10XX/33XX. CMHT17XX/27XX
(6) 4 MP COLOR 24/7 BULLET WITH HYBRID ILLUMINATION, 2.8MM, MOTION 2.0, TRUE WDR, DC 12V/POE
(1) JUNCTION BOX FOR CMIP8CXX, CMIP8043W-MZ, SAME AS LTB346 (FREE JBOX FOR CMHR96XX)
FLEX CONDUIT (AS NEEDED) INCLUDED
PARTS LABOR NETWORKING
TOTAL: 10,825.00
* 3 MONTH LABOR WARRANTY INCLUDED * 6 MONTH PART WARRANTY INCLUDED - AFTER \$95.00 PER HOUR FOR SERVICE

## Estimate

Description	Qty	Rate	Total

Description	Qty	Rate	Total
EQUIPMENT			
(1) NVR-P 32CH 4K 320MBPS 16 POE, UP TO THE 32 MP RECORDING, UP TO 2-CH@32 MP (30 FPS) OR 8-CH@8 MP (30FPS) OR 16-CH@4 MP (30FPS), 4 SATA			
(2) POE 4POE+2UPLINK 10/100MBPS, 60W, 820FT LONG RANGE TRANSMISSION - TAIWAN REALTEK CHIPSET, NDAA COMPLIANT			
(1) WD PURPLE PRO 10TB AI SURVEILLANCE HARD DISK DRIVE, 7200 RPM CLASS, SATA 6 GB/S, 256 MB CACHE, 3.5 INCH			
(3) UTP CAT6 BLUE 23AWG PURE COPPER CONDUCTOR 1000FT CMR UL LISTED			
(11) 4MP COLOR 24/7 TURRET WITH HYBRID ILLUMINATION, 2.8MM, MOTION 2.0, TRUE WDR, BUILT-IN MICROPHONE, DC 12V/POE. LTB03-W/LTB307 JUNCTION BOX			
(1) BRACKET J-BOX FOR CMIP10XX/33XX. CMHT17XX/27XX	1.00	10,825.00	10,825.00
(6) 4 MP COLOR 24/7 BULLET WITH HYBRID ILLUMINATION, 2.8MM, MOTION 2.0, TRUE WDR, DC 12V/POE			
(1) JUNCTION BOX FOR CMIP8CXX, CMIP8043W-MZ, SAME AS LTB346 (FREE JBOX FOR CMHR96XX)			
FLEX CONDUIT (AS NEEDED) INCLUDED			
PARTS			
LABOR			
NETWORKING			
TOTAL: 10,825.00			
* 3 MONTH LABOR WARRANTY INCLUDED			
* 6 MONTH PART WARRANTY INCLUDED			
- AFTER \$95.00 PER HOUR FOR SERVICE			

CUSTOMER MESSAGE

**Estimate Total: \$10,825.00**

PRE-WORK SIGNATURE

Signed By:



**scDataCom**  
 2700 Gregory Street  
 Suite 180  
 Savannah Georgia 31404  
 U.S.A

# Quote

Estimate #	: <b>QTE-5229</b>	Sales Person	: <b>Joey Buroker</b>
Issue Date	: <b>17 May 2024</b>		

Bill To	Ship To
<b>City of Guyton</b> 505 Magnolia St. Guyton 31312 GA	505 Magnolia St. Guyton 31312 GA

#	Item & Description	Qty	Unit Price	Line Price
1	Hanwha WRT-P-5202W-16TB Wave Mini Tower 16TB NVR SKU : WRT-P-5202W-16TB Preloaded and configured with Wisenet WAVE video management system Includes (4) four Wisenet WAVE Professional licenses 470 Mbps of recording throughput Up to 36TB internal storage Supports Wisenet and ONVIF conformant IP cameras Dual DisplayPort monitor outputs Dual GbE NICs Includes USB mouse and keyboard 5-Year, Warranty Powered by the Microsoft Windows 10 IoT Enterprise LTSC Operating System	1.00 ea.	4,769.00	4,769.00
2	Hanwha QND-7012R Wisenet Q network indoor dome camera, 4MP SKU : QND-7012R Wisenet Q network indoor dome camera, 4MP @30fps, 2.8mm fixed focal lens (107°), triple codec H.265/H.264/MJPEG with Wisestream II, 120dB WDR, IR LEDs range 65', motion detection, tampering, defocus detection, hallway View, one way audio and SD card	6.00 ea.	212.00	1,272.00
3	Hanwha QNO-7082R 4MP OD VANDAL BULLET CAM, MVF SKU : QNO-7082R 4MP OD VANDAL BULLET CAM, MVF	7.00 ea.	387.00	2,709.00
4	PNM-C16083RVQ Wisenet P Series Multi-Directional Camera SKU : PNM-C16083RVQ Wisenet P series network vandal outdoor 4x4MP Multi-Directional camera	1.00 ea.	1,775.00	1,775.00
5	Louroe LE-770 Verifact A-ML Audio Monitoring Microphone SKU : A-ML Louroe LE-770 Verifact A-ML Audio Monitoring Microphone	1.00 ea.	162.00	162.00
6	Louroe LO-MS1 LE-331 Mute Switch for Muting Microphone SKU : LO-MS1 LE-331 Mute Switch for Muting Microphone	1.00 ea.	224.00	224.00
7	Hanwha QNV-7012R 4MP IR Vandal IP Dome Camera SKU : QNV-7012R 4MP IR Vandal IP Dome Camera	1.00 ea.	269.00	269.00
8	(ADI - SQ-SB300WMW1) WALL MNT ACCSSRY,WHT,COMP SKU : SB300WMW1 WALL MNT ACCSSRY,WHT,COMP	1.00 ea.	50.00	50.00
9	Hanwha SBP-250HMMW Cap Adapter SKU : SBP-250HMMW Cap adapter for the PNM-9084QZ1, PNM-9084QZ, PNM-8082VT, PNM-9022V	1.00 ea.	48.00	48.00
10	SBP-300KMWI SKU : SBP-300KMWI	1.00 ea.	50.00	50.00
11	Hanwha SBO-147B WTR-PRF BACK BX FOR QNO-6082R SKU : SBO-147B WTR-PRF BACK BX FOR QNO-6082R	7.00 ea.	48.00	336.00

#	Item & Description	Qty	Unit Price	Line Price
12	WAVE Professional License. Enables eight (8) IP stream recording, includes life-time SW upgrade. No annual & maintenance cost required. SKU : WAVE-PRO-08 WAVE Professional License. Enables eight (8) IP stream recording, includes life-time SW upgrade. No annual & maintenance cost required.	1.00 ea.	826.00	826.00
13	WAVE-PRO-01 SKU : WAVE-PRO-01 Wave Pro License	3.00 ea.	104.00	312.00
14	Samsung BE43C-H 43" LED-backlit LCD 4K TV SKU : BE43C-H 43" LED-backlit LCD TV - Crystal UHD - 4K	2.00 ea.	398.00	796.00
15	DISPLAY WALL TV MOUNT SWIVEL 17-42IN SKU : DWM1742MA DISPLAY WALL TV MOUNT SWIVEL 17-42IN	2.00 ea.	65.00	130.00
16	Trendnet TC-P24C6 CAT6 24-PORT UNSHIELDED PATCH PANEL SKU : TC-P24C6 CAT6 24-PORT UNSHIELDED PATCH PANEL	1.00 ea.	60.00	60.00
17	NetGear, GS728TP-200NAS SKU : GS728TP-200NAS GS728TP – 28-Port Gigabit Ethernet Smart Switch with 4 SFP Ports (16 PoE, 8 PoE) (192W)	1.00 ea.	679.00	679.00
18	GENERIC CAT6 RISER, BLUE SKU : GENERIC CAT6 RISER, BLUE CAT6 Riser, Blue	1,000 ft	0.27	270.00
19	Superior Essex 6-SWP-PV4P24-BL-S-ESS OSP Cat 6, CMR/CMX Outdoor Cable, Blue SKU : 6-SWP-PV4P24-BL-S-ESS OSP Cat 6, CMR/CMX Outdoor Cable, Blue	2,000 ft	0.50	1,000.00
20	Cat 6 Patch Cable, 3 ft., Blue SKU : AT1603-BU Cat 6 Patch Cable, 3 ft., Blue	16.00 ea.	7.00	112.00
21	Tripp Lite SRW6UKD 6U Wall Mount Rack Enclosure Cabinet SKU : SRW6UKD Tripp Lite 6U Wall Mount Rack Enclosure Cabinet Knock Down w/Doors & Sides - Rack cabinet - wall mountable - black - 6U - 19"	1.00 ea.	244.00	244.00
22	Enspire EN600GU UPS600VA USB 4-Bat/4-Surge Outlets SKU : EN600GU Enspire Series: standby UPS, 600VA/330W, 120VAC input & output, voltage range 95-140VAC, (4) on-battery receptacles, (4) surge-only receptacles, 2 min. full load, 10 min. half load, wall mountable, USB comm-port, RJ45 line protection,	1.00 ea.	121.00	121.00
23	Nitek IPPTR12 IP Network 12-Port Surge Protection SKU : IPPTR12 Nitek IPPTR12 IP Network 12-Port Surge Protection	1.00 ea.	370.00	370.00
24	UNC HDMI-MM-50F 50ft High Speed HDMI SKU : HDMI-MM-50F UNC HDMI-MM-50F 50ft High Speed HDMI	2.00 ea.	65.00	130.00
25	MISC MATERIALS SKU : MISC MATERIALS Cable and consumable materials required to deliver fully functional solution	1.00 ea.	1,000.00	1,000.00
26	Labor - Low Voltage Technician SKU : Labor - Low Voltage Technician 2024 Hourly technician rate	110.00 ea.	115.00	12,650.00
27	Labor - Programming SKU : Labor - Programming 2024 Hourly network programming rate	14.00 ea.	125.00	1,750.00
28	Labor - End User Training SKU : Labor - End User Training 2023 Hourly technician rate	4.00 ea.	125.00	500.00
29	Labor - Project Management SKU : Labor - Project Management 2024 Hourly project management rate	8.00 ea.	125.00	1,000.00
30	LAB - PRO SERVICES, Professional Services SKU : LAB - PRO SERVICES Professional Services Hourly Rate	4.00 ea.	125.00	500.00
Notes		Sub Total		34,114.00

Thank you for choosing scDataCom, we look forward to exceeding your expectations!

Savannah, Chatham County (7%)	1,274.98
<b>Total</b>	<b>\$35,388.98</b>

Terms & Conditions

Full terms & conditions available here: <https://www.scdacom.net/terms?rq=terms%20and%20condition>



**Covenant Security Surveillance, LLC**  
 Mailing: 5501 Abercorn St Unit 5-258 Savannah, Ga 31405  
 Office: (912) 272-4383  
 CovenantSecuritySurveillance.com  
 CustomerService@trustcss.com

**Appointment:**

Arrival Time:  
 Departure Time:

**Guyton Police Department**  
**505 Magnolia St**  
**Guyton GA, 31312**

**Name: Fabian Mann**  
**Phone: 912-772-3353**  
**Email: fabian.mann@cityofguyton.com**

Camera System Quote  
 Quote Good for 10 Days

Sales: Scott Office: Kasi Date: 5/16/24

Qty/Hrs.	Item/Equipment	Service/Description	Unit Price	Extended Price
	<b>Camera System - 19pk IP</b>	<b>Commercial - First Visit</b>		
1ea	32 Channel NVR IP Recorder	No Monitor included in this Price	\$4,699.99	\$4,699.99
2ea	WD PURPLE 6TB - Hard drive (12TB Total)	Estimated 45 to 60 days of storage	Included	Included
1ea	<b>Smart Dual Light 4MP ColorVu Fixed Turret Camera</b>	<b>Cam 1 - Lobby with Audio</b>	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 2 - Breakroom	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 3 - IT Room	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 4 - Evidence Room	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 5 - Hallway	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 6 - Chief's Office	Included	Included
1ea	<b>4MP ColorVu Fixed Turret (10-15ft audible alarm range)</b>	<b>Cam 7 - Interview Room with On/Off Audio</b>	\$199.99	\$199.99
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 8 - Inbound Admin & Kitchen Doors (ext)	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 9 - Squad Room	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 10 - Lobby Front Door	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 11 - Front Parking (ext)	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 12 - Front Parking (ext)	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 13 - Front Open Area (ext)	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 14 - Training Room & Training Hallway	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 15 - Training Room & Training Hallway	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 16 - Training Room & Training Hallway	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 17 - 2nd Training Room	Included	Included
1ea	Smart Dual Light 4MP ColorVu Fixed Turret Camera	Cam 18 - Training Parking (ext)	Included	Included
1ea	<b>8MP Panoramic ColorVu Fixed Turret Dual Lens (180 not 360)</b>	<b>Cam 19 - Employee Officer Parking (ext)</b>	Included	Included
1ea	Materials	Wire, Connectors, & Need zip ties	\$200.00	\$200.00
1hr	Network Smart Phone & Tablet	(No desktop & laptop included)	Included	Included
1ea	App for remote Viewing	Guarding Vision	Included	Included
1ea	24 Hour Security Signs & Door Stickers as needed		Included	Included
1ea	Camera Network Service Plan	See Pricing After Install		<b>Recommended</b>
	<b>*Customer is responsible to provide electrical power.</b>			
	<b>**All pricing is an estimation of work to be completed. Scope of work required could change depending on what is revealed when work begins.</b>			
	<b>Optional Items - Rev Date 4/17/24</b>	<b>Optional Items - Rev Date 4/17/24</b>		
1ea	Back up Battery (30 to 45 Mins) 450V	Pricing & Availability subject to change	\$149.99	\$149.99
1ea	Back up Battery (45 to 60 Mins) 650V	Pricing & Availability subject to change	\$199.99	
1ea	Back up Battery (45 to 120 Mins) 950V	Pricing & Availability subject to change	\$299.99	
2ea	<b>Installed TV with flat wall bracket up to 50" HDMI</b>	<b>Pricing &amp; Availability subject to change</b>	<b>\$549.99</b>	<b>\$1,099.98</b>
1ea	Installed TV with flat wall bracket up to 40" HDMI	Pricing & Availability subject to change	\$499.99	
	Installed TV with flat wall bracket up to 32" HDMI	Pricing & Availability subject to change	\$399.99	
1ea	Installed TV with flat wall bracket up to 24" HDMI	Pricing & Availability subject to change	\$299.99	
1ea	Installed TV with flat wall bracket up to 19" HDMI	Pricing & Availability subject to change	\$199.99	
1ea	TV Installation ( Customer equipment provided)	Up to one Hour	\$135.99	
1ea	TV / DVR Connection includes HDMI Connectors	Up to 100'	\$130.00	
1ea	Wireless Mouse	Up to 90' in Range	\$29.99	
1ea	Audio Install Single Mic - 1 Channel Only	DVR Only	\$135.99	
1ea	15' to 20' EXTN CORD	Color May Vary	\$19.99	
1ea	18x21x5 Lock Box (Large)	Optional (Holds the Battery Back Up)	\$259.00	
1ea	Hard Drive 3TB \$100,4TB \$150, 6TB HB \$225	Pricing & Availability subject to change		
1hr	Remote Network Set up	Up to one Hour	\$135.99	
1ea	WiFi Extender - Network DVR		\$39.99	
1ea	HDMI extenders (up to 30 ft)		\$29.99	
1ea	HDMI extenders (over 30 ft)		\$69.99	
1ea	9 Port 12 V DC Power Supply Box		\$79.99	
1ea	16 Port 12 V DC Power Supply Box		\$179.99	
	<b>Terms &amp; Conditions : 60% Deposit Required upfront, balance due upon completion and customers final approval.</b>			
		Total Amount: \$6,667.45		
		60% Deposit: \$4,000.47		
		Final Balance:		
	Completion Date:	Payment Due:		
		Late Fee Applied:		
	Surveillance Camera installs require router & modem review by our IT Department.			
	Customer must provide all Credentials (Passwords & Usernames) to access port forwarding.			
	Any equipment declined after approval/deposit is provided, may be subject to a 30% restocking fee.			
	After customer approval, allow 5 business days to order equipment & schedule job.			
	Sales Tax on Equipment Only - Check Payments Net 5 (Late Fee: \$35)			
		Check us out on the Web: <a href="http://www.trustcss.com">www.trustcss.com</a> . Like us on Facebook & Follow us on IG @trust_css!		
		Subtotal		\$6,349.95
		Sales Tax		\$317.50
		Total		\$6,667.45

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 We rely on your support! Follow us on Facebook and leave us a review!

**BID FORM**

To: Fabian M. Mann, Jr. - City of Guyton- City Council  
Re: Guyton Gym Re-Roofing  
Date: Friday May 31, 2024

**Bid.** Having carefully examined the Construction Documents entitled Guyton Gym Re-Roofing and dated 04/04/24 Issued for Bid and the Bidding Documents and Addendum (a) No.(s) \_\_\_\_\_, as well as the Site and conditions affecting the Work, bidder hereby proposes to furnish all services, labor, materials, and equipment called for by them for the entire Work, in accordance with the aforesaid documents, for the sum of: Ninety Five Thousand Seven Hundred forty Seven Dollars (\$ 95,747) which sum is hereinafter called the Bid. The Bid shall be the amount of the Contract Sum executed between the Owner and the Contractor.

**Additive Alternates-**

- 1. Add 220 lineal feet of pre-finished aluminum gutter with a total of 8 downspouts- add \$ 4,560<sup>00</sup>

**Allowances-**

- 1. Replace damaged/missing roofing insulation to match existing- \$3.00 per square foot
- 2. Replace damaged fascia board to match existing- \$10.00 per lineal foot
- 3. Replace damaged roof sheathing to match existing- \$3.00 per square foot
- 4. Replace damaged frieze board to match existing- \$10.00 per lineal foot

**Schedule.** Bidder agrees to schedule work such that on site operations will continue throughout the construction process with a minimum of disturbance to occasional events. It is anticipated that the contractor will be given complete use of the facility throughout construction. Bidder agrees to complete the work, including the above restrictions, in a period of no more than 30 days.

**Errors or Revisions.** Prior to the bid opening date and hour, errors may be stricken or revisions may be made and corrections entered on this proposal form or on the bid envelope with sufficient clarity to be easily understood. All such annotations shall be binding on the bidder.

**No Withdrawal.** Bidder and Owner agree that this bid may not be revoked or withdrawn after the time set for the opening of bids, except as provided in Georgia law, but is an irrevocable offer that shall remain open for acceptance for a period of thirty days following the time set for the opening of bids:

**Execution of the Contract.** If bidder is notified in writing by statutory mail of the acceptance of this bid within thirty days after time set for the opening of bids, bidder agrees to execute within ten days the Contract for the Work for the above stated Bid, as adjusted by the accepted Alternates, and at the same time to furnish and deliver to the Owner a Performance and Payment Bond on forms shown in Section 7 of the General Conditions of the Contract, both in an amount of equal to 100 percent of the Contract Sum.

**Commencement and Completion of Work.** Upon the Effective Date of the Contract, bidder agrees to commence all Preconstruction Activities. Upon issuance of a Proceed Order (anticipated to be June 7th, 2024), bidder agrees to commence physical activities on the Site with adequate forces and equipment and to complete to Material Completion all work within the duration indicated above.

May 10, 2024

**Chester Ellis**

*Chairman*

**Van R. Johnson**

*Vice-Chairman*

James Aiello

Dennis Baxter

Tim Callanan

Bruce Campbell

Vivian Canizares

Deidrick Cody

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James Hungerpillar

Karen Jarrett

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Jamie McCurry

Joseph Melder

Tanya Milton

Gary Norton

Nick Palumbo

Steve Scholar

Armand Turner

Brian L. West

Dana Williams

Karen L. Williams

EDFAC Chair

**Melanie Wilson**

*Executive Director and CEO*

**Zhongze Wang**

*Director of Transportation  
Administration*

This board is supported by the staff of the  
Chatham County - Savannah Metropolitan  
Planning Commission

The Honorable Andy Harville  
Mayor  
City of Guyton  
310 Central Boulevard  
Guyton, GA 31312

**Re: Request to Execute the Coastal Region Metropolitan Planning Organization  
(CORE MPO) Memorandum of Understanding (MOU) by June 30, 2024**

Dear Mayor Harville:

Over the last year, the staff of the Coastal Region Metropolitan Planning Organization has been working on the CORE MPO Reapportionment process, including updating the Metropolitan Planning Area (MPA) boundary and the Memorandum of Understanding (MOU). We held multiple Working Group meetings, workshops, and MPO Board and Advisory Committee meetings to assist in updating the relevant documents. We greatly appreciate the help of those who participated in the process, including those persons from Effingham County.

Attached is the MOU that was adopted by the CORE MPO Board on May 3, 2024. The CORE MPO Board also approved requesting your formal action to execute the MOU. On behalf of the CORE MPO Board, I am requesting that your governing body execute the MOU by June 30, 2024. The MOU includes a separate signature page for each member to sign. Once all of the member governing bodies and authorities execute the MOU, it will be forwarded to the Governor for his concurrence and signature.

By executing the MOU, the City of Guyton will become a part of CORE MPO engaged in the collaborative decision-making process. The MOU sets forth the duties of the members, including those of the Georgia Department of Transportation, CORE MPO and the Chatham County - Savannah Metropolitan Planning Commission (staff to the CORE MPO). The items related to your jurisdiction are on pages five and six of the MOU, most of which are similar to the previous MOU, which speaks to collaboration to carry-out the continuing, cooperative and comprehensive planning responsibilities under federal law.

Since the federal funds allocated to the CORE MPO for planning purposes require local match, it is also necessary to revisit the local funding support for the MPO. Exhibit B in the MOU explains the cost sharing formula approved by the CORE MPO Board. A chart showing the approximate dues for each jurisdiction or authority for FY 2025 based upon the adopted Unified Planning Work Program is attached.

**Background**

The Reapportionment process is necessitated by the 2020 Census expansion of the Savannah Urbanized Area. Federal law requires that the CORE MPO's MPA boundary expand to include parts of Bryan County and Effingham County (See Exhibit A of the MOU).





It is also necessary to update the MPO and Advisory Committees' membership, the Bylaws and revise the MOU to reflect the current requirements and the expanded planning area membership.

The benefits of the CORE MPO program include but are not limited to:

1. Access to the CORE MPO staff for technical support, which is particularly a benefit for smaller jurisdictions that do not have a dedicated planning staff.
2. Access to CORE MPO funds to address your planning needs, which can address regional or localized mobility issues. If your planning project is programmed you will get a direct benefit on your contribution. (Your contribution is match for the federal funds, so for every two dollars of local funds provided, eight dollars of federal funds are available – a 300% return on investment).
3. Eligibility for federal funds for design, rights of way and construction projects. A project is required to be programmed in the Metropolitan Transportation Plan and the Transportation Improvement Program to be eligible for federal funding. Until the CORE MPO Board includes the project in these plans the funding will not be authorized.
4. Continued access to federal funds. Your contribution will support the CORE MPO planning program that is mandated by the Federal Highway/Federal Transit Planning Rules and must be satisfactorily accomplished or no federal funds will be authorized. Your participation is important.

Please review the enclosed information and contact me if you have any questions. Again, I respectfully request your governing body's action to authorize signing the MOU before June 30, 2024. I am available to make a presentation to your governing body at your request.

Please sign the signature page, then scan and email to [wilsonm@thempc.org](mailto:wilsonm@thempc.org). Also, please use the enclosed envelope to mail the original copy to the MPC office.

If you have any questions, please contact me at 912.651.1446.

Sincerely,



Melanie Wilson  
Executive Director & CEO

MW/ww

cc: Meketa Hendricks Brown, City Manager, City of Guyton