



**City of Guyton, Georgia  
City Council Meeting  
July 9, 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**
  - ⊗ 06/11/24 Regular Meeting
  - ⊗ 06/25/24 Special Called Meeting
  - ⊗ 06/26/24 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
⊗ Downtown Development	Miller Barger, Jr.
- 6. New Business**
  - A. Consideration to approve Resolution 2024-14 adopting the City of Guyton Commission, Authority, and Board Appointment Policy
  - B. Consideration to nominate and confirm appointments to the Board of Ethics
  - C. Consideration to approve a five-year, digital copier lease with Digital Office Equipment for the Code Enforcement Department in the amount of \$88.87 per month
  - D. Consideration to renew a one-year contract with Spatial Engineering regarding RightSpot GIS Services in the amount of \$32,000.00

- E. Consideration to approve the expenditure of \$12,920.00 for water meters from Delta Municipal Supply
- F. Consideration to approve the expenditure of \$13,216.00 for meter boxes from Consolidated Pipe & Supply Company

**7. Dates to Remember**

- ☉ Thursday, July 11, 2024, Bingo from 11:00 A.M. until 12:00 P.M. — Leisure Services Room, 505 Magnolia Street, Guyton, GA 31312
- ☉ Wednesday, July 17, 2024, Downtown Development Authority Meeting at 10:00 A.M. — Guyton City Hall, 310 Central Boulevard, Guyton, GA 31312
- ☉ Saturday, July 20, 2024, Community Picnic from 12:00 P.M. until 5:00 P.M. — Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312
- ☉ Tuesday, July 23, 2024, Planning and Zoning Public Hearing and Meeting at 7:00 P.M. — Guyton City Hall, 310 Central Boulevard, Guyton, GA 31312
- ☉ Thursday, July 25, 2024, Bingo from 11:00 A.M. until 12:00 P.M. — Leisure Services Room, 505 Magnolia Street, Guyton, GA 31312
- ☉ Saturday, July 27, 2024, Summer Sale Along the Trail from 8:00 A.M. until 2:00 P.M. — Guyton Walking Trail, 310 Central Boulevard, Guyton, GA 31312
- ☉ Tuesday, August 13, 2024, Guyton City Council Meeting at 7:00 P.M. — Guyton City Hall, 310 Central Boulevard, Guyton, GA 31312

**8. 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  
June 11, 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 June 11, 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 Ben Perkins 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. **Lee** seconded the motion. **Motion passed unanimously**.

- ④ Omitting Item B: Consideration to execute a video surveillance contract for the Guyton Police Department with GOL Security for \$10,825.00 from SPLOST
- ④ Adding litigation as a topic for executive session

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

- ④ 05/14/24 Regular Meeting
  - ④ 05/21/24 Special Called Meeting
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**Reports from Staff or Committees**

- |                            |               |
|----------------------------|---------------|
| ④ Police Department        | Kelphie Lundy |
| ④ Public Works/Water/Sewer | EOM           |
| ④ Planning and Zoning      | Lon Harden    |
| ④ Industrial Development   | Lon Harden    |
| ④ Historical Commission    | Lucy Powell   |



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|--------------------------------|--------------------|
| Leisure Services               | Lula Seabrooks     |
| Library Board                  | Jim Odum           |
| Downtown Development Authority | Miller Barger, Jr. |

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## New Business

**Consideration to approve Resolution 2024-14 adopting the City of Guyton Commission, Authority, Committee, and Board Appointment Policy — Hamby** made a motion to table the item until the next meeting. **Lee** seconded the motion. **Motion passed unanimously.**

**Consideration to award Guyton Gymnasium Re-Roofing Project contract to RoofCo with a bid amount of \$95,747.00 from SPLOST — Johnson** made a motion to award the contract to RoofCo. **Hamby** seconded the motion. **Motion passed unanimously.**

**Consideration to execute the Coastal Region Metropolitan Planning Organization (CORE MPO) Memorandum of Understanding — Chancey** made a motion to execute the memorandum of understanding. **Hamby** seconded the motion. **Motion passed unanimously.**

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## Dates to Remember

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

Wednesday, June 19, 2024, Guyton City Hall closed in observance of Juneteenth

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

Tuesday, July 9, 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 move from the Regular Meeting into an Executive Session referencing real estate, personnel, and litigation — Johnson** made a motion to move into Executive Session. **Hamby** seconded the motion. **Motion passed unanimously.**

**Consideration to take any action needed arising from Executive session —** No executive session.

**Consideration to Adjourn — Johnson** made a motion to adjourn. **Hamby** seconded the motion. **Motion passed unanimously.** The meeting adjourned at approximately 8:21 P.M.



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City of Guyton

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Andy Harville, Mayor

Attest:

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Fabian M. Mann, Jr., City Clerk

DRAFT



**City of Guyton**  
**Special Called City Council Meeting**  
**June 25, 2024 — 6:00 PM**

**MINUTES OF MEETING**

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**Call to Order** — The City of Guyton Council held a special called city council meeting on June 25, 2024, at Guyton City Hall — 310 Central Boulevard, Guyton, GA 31312. The meeting was called to order by Mayor Andy Harville at approximately 6:00 PM. Mayor Andy Harville, Mayor Pro Tem Michael Johnson, and Councilmember Joseph Lee were present at this meeting.

**Additional Administrative Staff Present** — City Clerk Fabian Mann 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 with the following amendments. **Lee** seconded the motion. **Motion passed unanimously.**

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**New Business**

First Reading of Ordinance 2024-03 Providing the City of Guyton Budget for the Fiscal Year Ending June 30, 2025

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**Date to Remember**

Wednesday, June 26, 2024, Guyton City Council Public Hearing and Special Called Meeting at 7:00 P.M. — Guyton City Hall, 310 Central Boulevard, Guyton, GA 31312

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City of Guyton

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

Attest:

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Fabian M. Mann, Jr., City Clerk



**City of Guyton**  
**Special Called City Council Meeting**  
**June 26, 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 June 26, 2024, at Guyton City Hall — 310 Central Boulevard, Guyton, GA 31312. The meeting was called to order by Mayor Andy Harville at approximately 7:00 PM. Mayor Andy Harville, Mayor Pro Tem Michael Johnson, Councilmember Joseph Lee, Councilmember Theodore Hamby, and Councilmember Jeremiah Chancey were present at this meeting.

**Additional Administrative Staff Present** — City Clerk Fabian Mann was present.

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

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**Public Hearing**

- ☉ City of Guyton FY 2024/25 Budget
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**Consideration to Approve the Agenda** — **Hamby** made a motion to approve the agenda with the following amendments. **Johnson** seconded the motion. **Motion passed unanimously.**

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**New Business**

Consideration to Reappoint Rebecca Boston as the Non-Public Representative for Effingham County to Serve on the Coastal Regional Commission Council — **Johnson** made a motion to reappoint Rebecca Boston to the Coastal Regional Commission Council. **Hamby** seconded the motion. **Motion passed unanimously.**

Consideration to Approve Amendment No. 3 to the Inmate Labor Agreement Executed December 1, 2020 between Effingham County and City of Guyton — **Hamby** made a motion to approve Amendment No. 3 to the Inmate Labor Agreement. **Chancey** seconded the motion. **Motion passed unanimously.**

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**Old Business**

Second Reading and Consideration of Ordinance 2024-03 Providing the City of Guyton Budget for the Fiscal Year Ending June 30, 2025 — **Johnson** made a motion to approve Ordinance 2024-03. **Lee** seconded the motion. **Motion passed unanimously.**





**Consideration to Adjourn**

**Hamby** made a motion to adjourn the meeting. **Johnson** seconded the motion. **Motion passed unanimously.**

City of Guyton

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Andy Harville, Mayor

Attest:

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Fabian M. Mann, Jr., City Clerk

DRAFT

**CITY OF GUYTON  
STATE OF GEORGIA**

**RESOLUTION NUMBER 2024-14**

**A RESOLUTION OF THE CITY OF GUYTON ADOPTING ITS  
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, BE IT RESOLVED 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.

Adopted, this \_\_\_\_\_ day of July, 2024.

**CITY OF GUYTON**

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

Attest:

\_\_\_\_\_  
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. 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. Except for the Downtown Development Authority, 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. Such alternates may attend and participate in meetings of the board, commission, authority, or committee but shall not vote in such meetings unless a quorum is lacking or there is a permanent vacancy and the alternate has filled that 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 \_\_\_\_\_



Digital Office Equipment, Inc.  
10929 Hwy 301 South  
Statesboro, GA 30458  
Phone (912) 489-6964 | Fax (912) 489-4710  
[www.calldoe.com](http://www.calldoe.com)

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# PROPOSAL & INVESTMENT PLAN

## City of Guyton – Code Enforcement

The contents of this proposal are confidential trade secret information and intended for the use of City of Guyton – Code Enforcement only. The contents herein may not be reproduced without the specific written permission of Dealer. This is a proposal only and informative in nature. Actual contract terms and conditions, as well as final pricing, may change, and will be submitted upon your request.

Pricing in this proposal expires 30 days after June 25, 2024.

FOR: Kelphe Lundy

BY: Wade Morgan

DATE: 6/24/2024 4:37:59 PM



10929 Hwy 301 South  
Statesboro, GA 30458  
Phone (912) 489-6964 | Fax (912) 489-4710  
[www.calldoe.com](http://www.calldoe.com)

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June 25, 2024

Kelphie Lundy  
City of Guyton – Code Enforcement  
505 Magnolia Street  
Guyton, GA 31312

Dear Kelphie,

Thank you for considering Digital Office Equipment, Inc. to help you in your upcoming copier decision. Based on our discussion, I have prepared the following proposal for your approval.

When selecting a piece of equipment, there are many variables you need to consider: the company, the features of the product, the quality of the product, the financing available, the cost to obtain the equipment, and the service support you will receive. Each company or individual has their own criteria when making a long-term decision, but we feel that we can offer you a complete solution to your needs.

We have been in business since 1999. Our resources are strong and enable us to be the leader in handling large relationships in our market.

To continue to grow as we have over the past 24 years, we need to have complete client satisfaction. We currently have a 98% approval rate from our clients. Our ***“Total Satisfaction Guarantee”*** ensures your satisfaction both now and in the future.

## COMPANY HISTORY

Since 1999, Digital Office Equipment, Inc. has been a copier dealer providing sales and service to the South Georgia area. Based in Statesboro, and with a second location in Augusta, GA, our family-owned business has become one of the strongest, and most well-known dealers in the area. Throughout the years, the company has represented many additional product lines such as Xerox, Sharp, Lexmark and more. For the past 24 years, our core business has been document imaging systems that include copiers, fax machines and network printers.

However, 2011 marked the year that the company would offer and expanded choice to its market. In an effort to achieve market growth and long-term stability, the company has taken on Canon wide format plotters and FP mailing machines to create a complete Hybrid Office Solutions company.

With sales and service offices in Southeast Georgia, Digital Office Equipment, Inc. is now an authorized sales and service dealer for the following:

- Digital Copiers, Scanners, Faxes and Network Printing in various lines including Copystar, Xerox, Lexmark, Canon, Sharp, Kodak, Fujitsu and more
- Furniture Lines including HON, Highpoint, DMI, Lorell, Office Star and more
- Laptop and Desktop computer in HP, Lenovo and Dell
- FP equipment including Mailing Machines, Folder-Inserters, Tabbers, Joggers, Pressure Sealers and more

## MISSION STATEMENT

*The mission of Digital Office Equipment, Inc. is to constantly provide new technologies in imaging and presentation systems that will enhance and increase efficiency in the business activities of our customers. The Company will provide sales, service and customer support to ensure that these products perform at a level that meets or exceeds the needs of our customers. All of these functions will be carried out in a way that is profitable for the Company in order to guarantee the strength and longevity of the Company's ability to serve our customers.*

## SUCCESS STORIES

### Education



#### **Washington County Board of Education**

"Thanks again for everything! It is truly a pleasure to work with Thomas and Rob. They are an extension of the Customer Service you provide from the Administrative level. I know it is difficult to find employees that can extend the values you wish to convey to your customers. I just wanted you to know that you have some really great service techs! Thanks!"

**- Jasmine Williams, Staff Accountant**

### Healthcare

#### **Ogeechee Area Hospice**

"It has been an honor to work with such an excellent company. The staff is always warm and helpful whenever we call with a problem or an order. Customer service is a top priority with your company and we at Ogeechee Area Hospice appreciate everything you do for us."



**- Leigh Ann Cundiff, Receptionist**

# PROPOSED SOLUTION FOR: City of Guyton – Code Enforcement Equipment Proposed

QTY	DESCRIPTION
1	Brother Color Multi-Function Copier, Printer, Scanner and Fax
1	Innovolt Smart Protect Plus Surge Protection

Please see attached brochure or specification sheet for more details.

## Lease Options

LEASE & SERVICE	TERM
\$88.87	60 Months

## Maintenance and Supplies

The maintenance agreement for this proposal includes:

- All parts, labor, toner and service calls.
- 965 Pages of black and white copies and 183 pages of color copies monthly.
- A black and white cost per page service rate of \$0.0145 per copy.
- A color cost per page service rate of \$0.06 per copy.
- Digital Office Equipment maintains a maximum 4-hour response time for all service-related calls, but average between 2 & 3 hours. This means we are at your location fast to respond to any issues that may arise.

*EXCLUDES: paper and staples.*

## Benefits of doing business with DOE

- Zero “Lease Documentation Fee” with first invoice. Digital Office Equipment has thought ahead for you, so all you will see is your regular lease payment on your first invoice. Other leasing vendors charge from \$75 - \$150 for new lease establishment.
- Digital Office Equipment provides FREE remote monitoring of all your devices. This software monitors your output devices and notifies us in real time of service needed, low toner alerts, etc. This allows us to be proactive with your service needs.
- Digital Office Equipment provides free loaner equipment for any device needing to be removed from your facility for repair, or deemed inoperable for an extended period of time so as to keep your business running efficiently.
- Our pricing listed above includes delivery, set-up, installation and training. We also provide free follow up training and installation for a period of 30 days after the initial installation if needed. Additional training is available upon request through your account representative. Our website also contains many helpful YouTube videos on how to perform several simple tasks as well. Additional network connectivity agreements are available, ask your account representative for details.
- National “Net Promoter Satisfaction” score of over 97%. These ratings come directly from our current customers through real surveys. Digital Office Equipment consistently outranks fortune 500 companies such as Costco, Ritz Carlton, Amazon, Netflix and USAA just to name a few.

I appreciate the opportunity to propose a solution for City of Guyton – Code Enforcement. I look forward to implementing our programs and solutions for you.

Sincerely,

Wade Morgan  
Sales Manager



**Renewal**  
(Revised 5/10/2024)

**RightSpot GIS Services**  
**City of Guyton, Georgia**  
PID No. 24009

May 10, 2024



**Spatial Engineering, Inc.**

Attn: Richard L Truluck  
613 Towne Park West Drive, Suite 202  
Rincon, Georgia 31326  
Office. 912.826.6688  
[www.spatialengineering.com](http://www.spatialengineering.com)



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## 1 Background

The City of Guyton, GA (CLIENT) is located in Effingham County, a Tier 2 coastal Georgia county bounded on the south by Chatham County, on the east by the Savannah River, on the north by Screven County, and on the west by Bryan County. This renewal proposal continues RightSpot™ GIS Services beginning July 1, 2024 to June 30, 2025.

## 2 Points of Contact:

### Spatial Engineering, Inc.

**Project Manager:**

Richard Truluck, PE  
613 Towne Park West Dr., Ste. 202  
Rincon, GA 31326  
[rtruluck@spateng.com](mailto:rtruluck@spateng.com)  
O: 912-826-6688

### City of Guyton, Georgia

**City Mayor:**

Andy Harville  
310 Central Blvd  
Guyton, GA 31312  
[aharville@cityofguyton.com](mailto:aharville@cityofguyton.com)  
O: 912-772-3353

## 3 Definitions

Term	Definition
DP	Demarcation Point – connection point where local area network connects to the wide area network.
ESD	Effective Start Date
FFP	Firm Fixed Price (Lump Sum)
GIS	Geographic Information System
GPS	Global Positioning System
HTML5	Revision 5 of the “Hypertext Markup Language”, the standard programming language for describing the contents and appearance of Web pages.
HTTPS	"HyperText Transport Protocol Secure." Website using the HTTPS protocol to encrypt data sent back and forth with SSL encryption.
NA	Not Applicable
NIC	Not in Contract
T&M	Time & Material (Hourly)

## 4 Task 1 – RightSpot™ Web Portal

### 4.1 Description:

SPATIAL will provide a web portal to publish the CLIENT’s GIS data. SPATIAL will coordinate with the CLIENT to determine what data to load into the GIS. ONLY authorized users will have access to the data through the portal. The GIS data is not available to the general public. Unless specified otherwise, data access will be READ ONLY.

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## 4.2 *Scope of Work:*

The web portal provides access to data, tools, and workflows including:

1. Access to CLIENT GIS data.
2. RSA 4096-bit secure HTTPS encryption.
3. Portal access for 20 named users.
4. HTML5 access for tablet and smartphone (requires internet access)
5. RightSpot tools and workflows including:
  - a. Simple and advance query.
  - b. Global Search.
  - c. Mailing Labels (dependent on County Parcel and Address Point data).
  - d. Field Notes (with attachments).
  - e. Markup/redline comments (with attachments).
  - f. Project As-built data(if data is available).
  - g. Water Break Isolation (dependent on quality of water data).
  - h. Sewer Trace (dependent on quality of sewer data).
  - i. Stormwater Trace (dependent on quality of stormwater data).
  - j. Flood Zone Report (dependent on flood zoning data).
  - k. Property Zoning Report.

## 4.3 *Deliverables:*

1. Data access via RightSpot.
2. CDROM of all CLIENT GIS data and linked documents upon request.

## 4.4 *Travel:*

1. None.

## 4.5 *Timeframe:*

1. Reference Section 6 – Schedule.

## 4.6 *Assumptions:*

1. Standard RightSpot set-up procedures apply.
  2. All data processing will be executed under Task 2 – On Call Support.
  3. SPATIAL does not guarantee access against natural disaster, national disaster, and forces outside our control.
  4. SPATIAL does not guarantee internet connectivity between SPATIAL’s network demarcation point (DP) and the CLIENT’s network DP. To ensure system health and a rapid recovery in the event of hardware failure, Spatial Engineering maintains a backup and disaster recovery plan that includes redundant network providers, emergency backup
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servers, and remote data backup outside the southeastern US using SPATIAL owned and managed devices.

## 5 Task 2 – On Call Support (OCS)

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### 5.1 Description:

On-Call Support (OCS) provides the CLIENT the ability to request geospatial related services as needed. Request/requirements that warrant a separate scope, schedule, and estimate will be treated as a stand-alone task. The purpose of OCS is to maintain, create, and improve data, as well as implement and enhance business processes (workflows).

### 5.2 Scope:

1. SPATIAL will provide GIS and data maintenance services as requested.
2. The CLIENT may request services using email or telephone.
3. Data maintenance includes, but is not limited to:
  - a. Data update based on input from CLIENT.
  - b. Scan paper map data to PDF format.
  - c. Update GIS Project data layer and link PDF images.
  - d. Extract/digitize scanned data.
  - e. Field data collection and update.
  - f. Collect drone aerial site imagery.
  - g. GPS survey (sub-foot or greater accuracy) of visible features.
  - h. Verify physical attributes like size, material, and type.
  - i. Photograph surveyed features. Link photo to feature in GIS.
  - j. Map production.
  - k. GIS “help desk” support.
  - l. Data exports.
4. Data analysis includes, but is not limited to:
  - a. GIS analysis and products.
  - b. Build topology and identify connectivity gaps.
  - c. Identify discrepancies and anomalies in the data.
  - d. Identify missing attribute data like size, material, etc.
5. Workflow development includes, but is not limited to:
  - a. Custom workflows and configurations. Application development.
  - b. Research capability and options for developing custom workflows to meet CLIENT’s specific business processes.
  - c. Develop implementation plans and cost estimates for executing custom workflows.
6. Provide 12 GPS survey days (average one day per month).

### 5.3 Deliverables:

1. Incorporate resulting GIS data and products into the CLIENT’s GIS database.

### 5.4 Travel:

1. Travel will be determined based on specific requests.
2. Travel will follow the Federal Travel Regulations.

### 5.5 Timeframe:

1. Individual task schedules are specific to the request.
2. Reference Section 6 – Schedule.
3. Changes to the data made during a given month are available in RightSpot™ the first business day of the following month.

### 5.6 Assumptions:

1. Only the CLIENT Point of Contact or their designee can approve tasks.
2. Cost is specific to the individual request.
3. Work is executed with the appropriate skill level and bill rate.
4. SPATIAL is authorized to execute individual tasks not to exceed \$2000. Tasks greater than \$2000 will be approved prior to start of work.
5. Work requests are billed monthly.
6. GPS surveys do not include a Registered Land Surveyor (RLS).
7. CLIENT will reimburse SPATIAL actual cost, if any, for data layers owned by others (i.e. County, State, DNR, NWI, FEMA, etc.)
8. CLIENT will provide suitable space and equipment for training, if needed.
9. CLIENT will respond to requests of data in a prompt manner.

## 6 Schedule

Task	Start	End
Task 1 – RightSpot™ (1)	7/1/2024	6/30/2025
Task 2 – On-Call Support (2)	7/1/2024	6/30/2025
<b>Overall (3)</b>	<b>7/1/2024</b>	<b>6/30/2025</b>
Notes: 1) The proposed schedule begins at the end of the current contract. 2) Actual schedule is dependent upon the specific request. 3) All request should be completed before the end of the contract.		



## 7 Cost Estimate

Task	Unit \$	Total \$
Task 1 – RightSpot Web Portal (1)		\$6,000.00
Annual Fee (20+ Users)	\$6,000.00	
One-time setup fee (2)	\$0.00	
Task 2 – On Call Support (3)		\$26,000.00
GIS support, GPS survey	\$26,000.00	
<b>Total</b>		<b>\$32,000.00</b>

Notes:

1. The cost for Task 1 is fixed for the contract period. The payment for Task 1 is due at the beginning of the contract period. SPATIAL has the right to adjust the RightSpot™ web portal fee at the anniversary of the contract. SPATIAL will provide 90-day notice of any change to the fee.
2. RightSpot renewals do not have a setup fee.
3. On Call Support is estimated when requested.

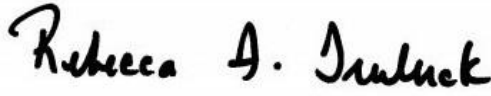
## 8 Renewal and Cancellation Policy

The contract will automatically renew on the anniversary date for an additional one-year term unless SPATIAL is notified, in writing, of the CLIENT's desire to terminate service. The intent of the auto-renewal is to avoid a gap in service.

The CLIENT and SPATIAL may terminate services provided the receiving party is given a 30-day notice. Upon termination, SPATIAL will return all CLIENT data within 15 working days. Data will be provided in Esri® format.

## 9 Acceptance

If the scope, schedule, and costs presented in this renewal proposal are acceptable, please sign, date, and return a fully executed copy to Spatial Engineering, Inc.

For: Spatial Engineering, Inc.	For: City of Guyton, GA
 <hr/>	<hr/>
<b>Date:</b> <u>May 10, 2024</u>	<b>Date:</b> _____
Rebecca F Truluck President O: 912-826-6688 <a href="mailto:btruluck@spateng.com">btruluck@spateng.com</a>	<b>Name:</b> _____ <b>Title:</b> _____



# DELTA

## MUNICIPAL SUPPLY

# Quote

408 Jesse Cronic Road  
Braselton, GA 30517

Date	Quote #
6/5/2024	15102

Bill To
EOM Operations 480 Edsel Dr suite 100 Richmond Hill, GA 31324 **EMAIL INVOICES**

Ship To
City of Guyton Water Dept. 310 Central Blvd. Guyton, GA 31312 Attn: David Cook

Your No.	Terms	Rep	FOB	Ship Via
	Net 30 Days	PN		

Quantity	Description	Unit Price	Total
30	5/8" x 3/4" Neptune T-10 Water Meter ProCoder)R900i Pit GAL w/6' Ant	265.00	7,950.00
2	2" Neptune T-10 Water Meter ProCoder)R900i Pit GAL w/6' Ant	1,025.00	2,050.00
2	2" AY McD 7610F Bronze Flg. Kit	235.00	470.00
1	1 1/2" Neptune T-10 Water Meter ProCoder)R900i Pit GAL w/6' Ant	875.00	875.00
1	1 1/2" AY McD 7610F Bronze Flg. Kit	175.00	175.00
10	AY 776-2SA Hardware Kit	140.00	1,400.00

	<b>Subtotal</b>	\$12,920.00
	<b>Sales Tax (7.0%)</b>	\$0.00
	<b>Total</b>	<b>\$12,920.00</b>

**WE APPRECIATE YOUR BUSINESS!** Please contact our office with any questions regarding this quote.  
Pricing Subject to Change. Standard Quotes are valid for 30 Days. Copper Quotes are valid for 24 hours.

Phone: 770-277-0211 Fax: 770-277-2412 Toll Free: 1-800-273-0574

*"We Supply Service"*



# CUSTOMER ORDER CONFIRMATION

**Order Number** S185933  
**Confirmation Date** 06/10/2024  
**Order Date** 06/10/2024

**JOB NAME STOCK**

**SALE SITE**  
 Consolidated Pipe & Supply  
 4894 Old Louisville Road  
 Savannah, GA 31408-2409

**SHIP TO**  
 GUYTON CITY OF  
 310 CENTRAL BLVD  
 GUYTON, GA 31312, USA

**Last Communicated** 06/10/2024  
**Written By** Ethan Colson  
**Customer Number** GA089221 4L

**Phone** 912-964-4333

**Sold To** GUYTON CITY OF  
 PO BOX 99  
 GUYTON, GA 31312, USA

**Ship Via** Our Truck  
**Delivery Terms** Prepaid Destination  
**Payment Terms** Net 30 Days  
**Customer PO No**

Line	CPS Part No	Cust PO Line No	Wanted Delivery Date	Qty	UoM	Unit Net Price	Extended Amount
Part Description			Estimated Delivery Date				
2.1	25-0000-00521		06/12/2024	30	EA	\$396.00	\$11,880.00
MCDONALD 776P208BCTG 432X800 X308 YKBX			06/12/2024				
3.1	20-0100-01226		06/12/2024	15	EA	\$85.40	\$1,281.00
1 CTS AY MCDONALD 74760Q BRASS TEE QCTSxQCTSxQCTS LF			06/12/2024				
4.1	60-0100-00062		06/12/2024	100	EA	\$0.55	\$55.00
1 CTS PVC INSERT STIFFENER			06/12/2024				

## Order Charge Details

Charge Type	Charged Qty	Unit Price	UoM	Total Charge Amount
Our Truck Charges	1	\$0.00	EA	\$0.00
Our Truck Charges	1	\$0.00	EA	\$0.00

**Subtotal Amount** \$13,216.00  
**Freight Charges** \$0.00  
**Other Charges** \$0.00  
**Tax Amount** \$0.00  
**Total** \$13,216.00

This Order is subject to and will be governed by Consolidated Pipe's Domestic Terms and Conditions which can be found at <https://consolidatedpipe.com/wp-content/uploads/Consolidated-Pipe-Supply.-General-Terms-and-Conditions-of-Sale-10.1.16-03622602-7.pdf>

Only Consolidated Pipe's Terms and Conditions shall apply. Any other new, additional or conflicting terms and conditions shall be inapplicable to this Order as well as to any related purchase order or other agreement, or any performance thereunder.