



**CITY of POOLER**  
— GEORGIA —

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**CITY COUNCIL REGULAR MEETING – AGENDA**

January 16, 2024 at 4:00 p.m. | 100 US Highway 80 SW, Pooler, GA 31322

- I. ROLL CALL
  - II. CALL TO ORDER
  - III. INVOCATION
  - IV. PLEDGE OF ALLEGIANCE
  - V. ANNOUNCEMENTS
    - A. Standing Committee Assignments
  - VI. CONSENT AGENDA
    - A. City Council Meeting Minutes of December 18, 2024
    - B. City Council Executive Session Minutes of December 18, 2024
    - C. New Alcoholic Beverage License Application for Ruby Tuesday Operations, LLC at 110 Pooler Parkway
    - D. New Alcoholic Beverage License Application for Moonlight BP Station, LLC at 2020 Pooler Parkway
    - E. Release of Sidewalk Performance Bond for Westbrook Glen, Phase II in the Amount of \$108,337.50, Subject to City Attorney Approval
    - F. Release of Maintenance Bond for Forest Lakes, Phase 9 in the Amount of \$157,401.00, Subject to City Attorney Approval
    - G. Department Reports
      - 1. Public Works
      - 2. Finance
      - 3. Fire-Rescue Services
      - 4. Police
      - 5. Recreation
      - 6. Planning & Development
  - VII. ORDINANCES, PROCLAMATIONS, RESOLUTIONS
    - A. Proclamation for Human Trafficking Prevention Month
-

B. Resolution R2024-01.A – Authorizing Withdrawal of Municipal Public Moneys

VIII. NEW BUSINESS

A. Election of Mayor Pro Tem

B. Council Meeting Start Times

C. Pooler Tennis Complex Construction Progression

D. Acceptance of Firehouse Subs Public Safety Foundation Grant in the Amount of  
\$47,104.80

IX. EXECUTIVE SESSION

X. ADJOURNMENT



**CITY of POOLER**  
— GEORGIA —

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**CITY COUNCIL STANDING COMMITTEE ASSIGNMENTS**

for the elected term January 1, 2024 – December 31, 2027

Per the Pooler Code of Ordinances, Sec. 2-32. Standing committees., the following councilmembers have been appointed by the Mayor:

- (1) Finance - Councilmember Tom Hutcherson
- (2) Public Safety - Councilmember John Wilcher
- (3) Streets and drainage - Councilmember Shannon Valim
- (4) Water and sewer - Councilmember Wesley Bashlor
- (5) Building and zoning - Councilmember Aaron Higgins
- (6) Recreation - Councilmember Michael Carpenter



**CITY of POOLER**  
— GEORGIA —

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**CITY COUNCIL REGULAR MEETING – MINUTES**

December 18, 2023 at 4:00 p.m. | 100 US Highway 80 SW, Pooler, GA 31322

**I. ROLL CALL**

Present: Rebecca C. Benton, Mayor  
John Wilcher, Mayor Pro Tem  
Shannon Black, Councilmember  
Shirlenia Daniel, Councilmember  
Aaron Higgins, Councilmember  
Stevie Wall, Councilmember  
Karen Williams, Councilmember via *teleconference*  
Matthew Saxon, Assistant City Manager  
Craig Call, City Attorney  
Chris Lightle, Finance Officer  
Kiley Fusco, Clerk of Council

Absent: Robert Byrd, City Manager

**II. CALL TO ORDER**

Mayor Rebecca Benton called the meeting to order at 4:00 p.m.

**III. INVOCATION**

Councilmember Shirlenia Daniel gave the invocation.

**IV. PLEDGE OF ALLEGIANCE**

Councilmember Shirlenia Daniel led the pledge.

**V. CONSENT AGENDA**

**A. City Council Meeting Minutes of December 4, 2023**

**B. City Council Executive Session Minutes of December 4, 2023**

**C. New Alcoholic Beverage License Application for Ortiz Brothers, Inc.  
DBA Tacos + Tequila Pooler at 405 Pooler Parkway, Suite 200**

**D. Release of Maintenance and Warranty Bond for Ellis Park, Phase 3, in  
the Amount of \$499,555.50, Subject to City Attorney Approval**

**E. Release of Maintenance and Warranty Bond for Mosby Lakeside  
Apartments (Galloway Drive) in the Amount of \$336,584.50, Subject**

**to City Attorney Approval**

**F. Department Reports**

- 1. Public Works**
- 2. Finance**
- 3. Fire Department**
- 4. Police Department**
- 5. Planning & Development**

Councilmember Stevie Wall moved to approve the Consent Agenda.

Motion to Approve; PASSED (4-2)

MOVER: Wall

SECONDER: Black

AYES: Black, Daniel, Wall, Wilcher

NAYS: Higgins, Williams

**VI. ORDINANCES, PROCLAMATIONS, RESOLUTIONS**

**A. Resolution R2023-11.B - To Approve the Fiscal Year 2024 Budget  
(Second Reading)**

Assistant City Manager Matthew Saxon presented the resolution for consideration. Finance Officer Chris Lightle reviewed the resolution for those present. Councilmember Aaron Higgins moved to approve the second reading of Resolution R2023-11.B - To Approve the Fiscal Year 2024 Budget.

Motion to Approve; PASSED (UNANIMOUS)

MOVER: Higgins

SECONDER: Daniel

AYES: Black, Daniel, Higgins, Wall, Wilcher, Williams

NAYS:

**B. Resolution R2023-12.A - Budget Amendment 2023-05**

Assistant City Manager Matthew Saxon presented the resolution for consideration. Finance Officer Chris Lightle reviewed the resolution for those present. Councilmember John Wilcher moved to approve the first reading of Resolution R2023-12.A - Budget Amendment 2023-05.

Motion to Approve; PASSED (UNANIMOUS)

MOVER: Wilcher

SECONDER: Higgins

AYES: Black, Daniel, Higgins, Wall, Wilcher, Williams

NAYS:

**VII. NEW BUSINESS**

**A. Zoning Map Amendment for 1323 East Highway 80 and Adjacent  
Parcels from C-2, R-A and R-A-1 to C-2 and I-1 (Public Hearing,  
Action)**

Assistant City Manager Matthew Saxon presented the amendment for consideration. Attorney Josh Yellin was present on behalf of the petitioner to

answer questions. Mayor Rebecca Benton opened the public hearing. Resident Beverly Waters inquired about the ordinance for burning following clearcutting; Chief Wade Simmons explained the permitted burning guidelines. Resident Dave Legasse expressed his preference that the property be commercial with its proximity to other commercial and residential properties. Mayor Rebecca Benton closed the public hearing and Councilmember Stevie Wall moved to approve the Zoning Map Amendment for 1323 East Highway 80 and Adjacent Parcels from C-2, R-A and R-A-1 to C-2 and I-1 subject to the condition that the I-1 zoned portions shall only have truck access from Old Louisville Road.

Motion to Approve with Stipulations; PASSED (5-1)

MOVER: Wall

SECONDER: Black

AYES: Black, Daniel, Wall, Wilcher, Williams

NAYS: Higgins

**B. Conditional Use Request for a Container Stacking and Storage Yard at 1485 Pine Barren Road (*Public Hearing, Action*)**

Assistant City Manager Matthew Saxon presented the request for consideration. Greg Coleman of Coleman Company was present on behalf of the petitioner to answer questions. Mayor Rebecca Benton opened the public hearing. Resident Michael O'Donahue inquired about the current rezoning, direction of traffic, and the buffer width adjacent to Somersby. Resident Christina Piantanida inquired about the method of truck traffic enforcement and expressed her concerns regarding traffic in the area. Assistant City Manager Matthew Saxon reported that a number of resident concerns had been received via email and provided to Mayor and Council. Mayor Rebecca Benton closed the public hearing and Councilmember Aaron Higgins, after review of the criteria, moved to deny the Conditional Use Request for a Container Stacking and Storage Yard at 1485 Pine Barren Road.

Motion to Deny; PASSED (UNANIMOUS)

MOVER: Higgins

SECONDER: Daniel

AYES: Black, Daniel, Higgins, Wall, Wilcher, Williams

NAYS:

**C. Conditional Use Request for a Warehouse and Storage Development at Oglethorpe Speedway and Surrounding Properties Known as Country Homes (*Public Hearing, Action*)**

Assistant City Manager Matthew Saxon presented the request for consideration. Greg Coleman of Coleman Company was present on behalf of the petitioner to answer questions. Mayor Rebecca Benton opened the public hearing. Residents Greg Chaffin, James Hardison, Vera Lamb, and Richard McAleer inquired about the previously approved rezoning to I-1. Attorney Matthew Bush inquired about the conditions that had been part of the rezoning; Councilmember Aaron Higgins recited the conditions from the minutes. Mayor Rebecca Benton closed the public hearing. Greg Coleman proceeded to withdraw the item; no action was taken.

**D. Conditional Use Request for a Warehouse at 385 Morgan Lakes Industrial Boulevard (*Public Hearing, Action*)**

Assistant City Manager Matthew Saxon presented the request for consideration. Greg Coleman of Coleman Company was present on behalf of the petitioner to answer questions. Mayor Rebecca Benton opened the public hearing. Residents Jonathan Dunn, Taylor Greene, and Augustino Martin expressed their concern regarding the use request. Mayor Rebecca Benton closed the public hearing and Councilmember Aaron Higgins, after review of the criteria, moved to deny the Conditional Use Request for a Warehouse at 385 Morgan Lakes Industrial Boulevard.

Motion to Deny; PASSED (5-1)  
MOVER: Higgins  
SECONDER: Daniel  
AYES: Black, Daniel, Higgins, Wilcher, Williams  
NAYS: Wall

**E. Site Plan for 385 Morgan Lakes Industrial Boulevard**

The vote to deny the Conditional Use Request for a Warehouse at 385 Morgan Lakes Industrial Boulevard (VII. D) nullified the item. No action was taken.

**F. Site Plan for American Pet Resort at 900 Clear Lake Way**

Assistant City Manager Matthew Saxon presented the site plan for consideration. Bob McCann was present on behalf of the petitioner to answer questions. Councilmember Shirlenia Daniel, after review of the criteria, moved to approve the Site Plan for American Pet Resort at 900 Clear Lake Way.

Motion to Approve; PASSED (UNANIMOUS)  
MOVER: Higgins  
SECONDER: Daniel  
AYES: Black, Daniel, Higgins, Wall, Wilcher, Williams  
NAYS:

**G. Site Plan for HOM @ Pooler at 100 Commons Way**

Assistant City Manager Matthew Saxon presented the site plan for consideration. Brian Clouser of Kimley-Horn was present on behalf of the petitioner to answer questions. Councilmember Aaron Higgins, after review of the criteria, moved to approve the Site Plan for HOM @ Pooler at 100 Commons Way.

Motion to Approve; PASSED (UNANIMOUS)  
MOVER: Higgins  
SECONDER: Daniel  
AYES: Black, Daniel, Higgins, Wall, Wilcher, Williams  
NAYS:

**H. Site Plan for Joe Hudson Collision Center at 1224 East US Highway 80**

Assistant City Manager Matthew Saxon presented the site plan for consideration. Jordan Tibolo was present on behalf of the petitioner to answer questions. Councilmember Shirlenia Daniel, after review of the criteria, moved to approve the Site Plan for Joe Hudson Collision Center at 1224 East US Highway 80.

Motion to Approve; PASSED (UNANIMOUS)  
MOVER: Higgins  
SECONDER: Daniel  
AYES: Black, Daniel, Higgins, Wall, Wilcher, Williams  
NAYS:

**I. Adoption of the Main Street Master Plan**

Assistant City Manager Matthew Saxon presented the plan consideration. City Planner Brian Crooks reported on the process and outcome. Councilmember Aaron Higgins moved to adopt the Main Street Master Plan.

Motion to Approve; PASSED (UNANIMOUS)  
MOVER: Higgins  
SECONDER: Daniel  
AYES: Black, Daniel, Higgins, Wall, Wilcher, Williams  
NAYS:

**J. Approval of Sales Agreement for a Portion of Sheftall Road**

Assistant City Manager Matthew Saxon presented the agreement for consideration. Residents Abdul Ali, Travis Peacock, and Holly Young expressed their concern regarding the sale. Councilmember Stevie Wall moved to approve the Sales Agreement for a Portion of Sheftall Road, subject to City Attorney approval.

Motion to Approve with Stipulations; PASSED (4-2)  
MOVER: Wall  
SECONDER: Wilcher  
AYES: Black, Wall, Wilcher, Williams  
NAYS: Daniel, Higgins

**K. Memorandum of Understanding Between Chatham County and the City of Pooler for the Formalization of Efforts in Furtherance of the Collaborative Capabilities and Readiness for Special Weapons and Tactics (SWAT) Teams**

Assistant City Manager Matthew Saxon presented the MOU for consideration. Sergeant James Self reported on the agreement. Councilmember Stevie Wall moved to approve the Memorandum of Understanding Between Chatham County and the City of Pooler for the Formalization of Efforts in Furtherance of the Collaborative Capabilities and Readiness for Special Weapons and Tactics (SWAT) Teams.

Motion to Approve; PASSED (UNANIMOUS)  
MOVER: Wall  
SECONDER: Wilcher  
AYES: Black, Daniel, Higgins, Wall, Wilcher, Williams  
NAYS:

**VIII. EXECUTIVE SESSION**

With no further public business to conduct, Councilmember Aaron Higgins moved to enter Executive Session. Mayor and Council entered at 6:02 p.m.



Motion to Enter; PASSED (UNANIMOUS)  
MOVER: Higgins  
SECONDER: Wilcher  
AYES: Black, Daniel, Higgins, Wall, Wilcher, Williams  
NAYS:

Mayor Rebecca Benton called the meeting back to order at 6:33 p.m.

Councilmember Stevie Wall moved to adopt the amended City Council Executive Session Minutes of December 4, 2023 (previously approved under the Consent Agenda).

Motion to Adopt; PASSED (5-1)  
MOVER: Wall  
SECONDER: Daniel  
AYES: Black, Daniel, Wall, Wilcher, Williams  
NAYS: Higgins

**IX. ADJOURNMENT**

Councilmember Aaron Higgins moved to adjourn the meeting.

Motion to Adjourn; PASSED (UNANIMOUS)  
MOVER: Higgins  
SECONDER: Wall  
AYES: Black, Daniel, Higgins, Wall, Wilcher, Williams  
NAYS:

The meeting adjourned at 6:35 p.m.

The foregoing minutes are true and correct and are approved on this

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

CITY OF POOLER, GEORGIA

\_\_\_\_\_  
Rebecca Benton, Mayor

ATTEST:

\_\_\_\_\_  
Kiley Fusco, Clerk of Council



CITY of POOLER  
— GEORGIA —

STATE OF GEORGIA        }  
  }  
COUNTY OF CHATHAM    }

**AFFIDAVIT**

O.C.G.A. § 50-14-4(b) – Procedure When Meeting Closed/Executive Session

Before an officer duly authorized to administer oaths appeared REBECCA BENTON, who, after being duly sworn, deposes and on oath states the following:

- (1) I am competent to make this Affidavit and have personal knowledge of the matters set forth herein.
- (2) Pursuant to my duties as Mayor, I was the presiding officer of a meeting of the Pooler City Council held on the 18TH day of DEC-, 2023. A portion of said meeting was closed to the public.
- (3) It is my understanding that O.C.G.A. § 50-14-4(b) provides as follows: When any meeting of an agency is closed to the public pursuant to subsection (a) of this Code section, the person presiding over such meeting or, if the agency's policy so provides, each member of the governing body of the agency attending such meeting, shall execute and file with the official minutes of the meeting a notarized affidavit stating under oath that the subject matter of the meeting or the closed portion thereof was devoted to matters within the exceptions provided by law and identifying the specific relevant exception.
- (4) The subject matter of said meeting, or the closed portion thereof, was devoted to matters within exceptions to public disclosure provided by law. Those specific relevant exceptions are identified as follows:
  - A. Meeting to discuss or vote to authorize the settlement of a matter covered by the attorney-client privilege as provided in Georgia Code section 50-14-2(1) and 50-14-3(b)(1)(A). The subject discussed was  
  
\_\_\_\_\_.
  - B. Meeting to discuss or vote to authorize negotiations to purchase, dispose of or lease property as provided in Georgia Code section 50-14-3(b)(1)(B).
  - C. Meeting to discuss or vote to authorize the ordering of an appraisal related to the acquisition or disposal of real estate as provided in Georgia Code section 50-14-3(b)(1)(C).

- D. Meeting to discuss or vote to enter into a contract to purchase, dispose of, or lease property subject to approval in a subsequent public vote as provided in Georgia Code section 50-14-3(b)(1)(D).
- E. Meeting to discuss or vote to enter into an option to purchase, dispose of, or lease real estate subject to approval in a subsequent public vote as provided in Georgia Code section 50-14-3(b)(1)(E).
- F. Meeting to discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee as provided in Georgia Code section 50-14-3(b)(2). *amended Executive Session Minutes of Dec 4, 2023*
- G. Meeting to interview one or more applicants for the position of the executive head of an agency as provided in Georgia Code section 50-14-3(b)(2).
- H. Pursuant to the attorney-client privilege and as provided by Georgia Code section 50-14-2(1), a meeting otherwise required to be open was closed to the public in order to consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or any officer or employee or in which the agency or any officer or employee may be directly involved and the matter discussed was

- I. Staff meeting held for investigative purposes under duties or responsibilities imposed by law as provided by Georgia Code section 50-14-3(a)(1).
- J. Meeting to consider records or portions of records exempt from public inspection or disclosure pursuant to Article 4 of Chapter 18 of Title 50 of the Georgia Code because there are no reasonable means to consider the record without disclosing the exempt portions.

This Affidavit is executed for the purpose of complying with the mandate of O.C.G.A. § 50-14-4(b) and is to be filed with the official minutes for the aforementioned meeting this

18<sup>th</sup> day of December, 2023

CITY OF POOLER, GEORGIA

*Rebecca C. Benton*  
 Rebecca C. Benton, Mayor

Sworn to and subscribed before me this

18<sup>TH</sup> day of DECEMBER, 2023.

*[Signature]*  
 KILEY FUSCO  
 NOTARY PUBLIC  
 CHATHAM COUNTY, GEORGIA  
 My Commission Expires February 1, 2025



# Alcoholic Beverage License Application (New)

Page 1 of 6

Updated SEPT 2023

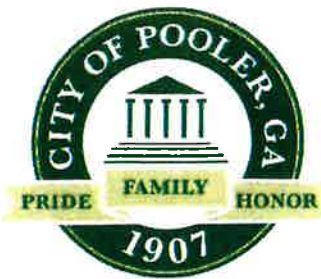
## NOTICE TO APPLICANT

The applicant for an alcoholic beverage license shall be the owner of the business. If this is a corporation, partnership, or other legal entity, the applicant must be a substantial and major stockholder or the General Manager charged with the regular operation of said business on the premises for which the license is issued. License applicants, as well as every owner having 10% or more ownership, must submit to fingerprinting prior to submitting the application. Instructions are attached.

- Complete the Application.** The application must be completed in its entirety including the Private Employer Affidavit, Affidavit Verifying Status, and, if applicable, the Sunday Sales Affidavit, including notarization. Notary services are available in our office if needed; an appointment is required. Do not enter "same", "N/A", "see below" or use white-out on this application.
- Complete the Background Check.** Applicants must register for criminal background fingerprints using the Georgia Applicant Processing Service (GAPS) through the Fieldprint website. Once registered, contact the Business Registration Office at [finance@pooler-ga.gov](mailto:finance@pooler-ga.gov) to request approval of your registration. Provide your Registration ID# \_\_\_\_\_ and date of fingerprinting: \_\_\_\_\_.
- Provide Identification.** Attach a copy of at least one (1) secure and verifiable document (driver's license, passport, or I-551 permanent resident card). See the link for a complete list of acceptable forms of identification: <https://law.ga.gov/immigration-reports>.
- State of Georgia Registration.** Every new application (except wholesalers and manufacturers) must also apply through the Georgia Department of Revenue website. Please visit <https://dor.georgia.gov/alcohol-tobacco/alcohol-licenses-permits/apply-alcohol-permit> to apply for your state license. **No sales are allowed until the business has obtained both a state and local license.**
- Submit the Application.** You have the option of emailing your application to [finance@pooler-ga.gov](mailto:finance@pooler-ga.gov) or calling (912) 748-7261 to schedule an appointment to submit your application in person.
- Make Payment.** Application payment can be made in person, via mail, or over the phone with a debit/credit card. Please refer to the fee schedule page to determine the amount due. If applying after July 1 of any calendar year, note that the retail fees only are prorated for the remainder of the year.
- Await Review.** Once the application is submitted and fee is paid, your application will be reviewed by the Planning & Development Department and your criminal history report will be forwarded to the Chief of Police. Both departments will review the application and provide recommendations for approval or denial. Applicants will receive an email with their recommendations.
- Await Approval.** The application will be placed on the upcoming council agenda. You will be notified of the meeting via email so a representative can be present. Final approval is given by Mayor and Council only. Upon approval, all licenses will be emailed to the applicant's email provided in the application, a copy uploaded to the state's website, and a mailed copy will also be sent out to the mailing address on file. Please allow at least 3-5 business days for processing.

## OFFICE USE ONLY

Date Received: 12/11/23 Received by: CB Fee Paid: \$ 3440  
License: 006095 Date Issued: \_\_\_\_\_



# Alcoholic Beverage License Application (New)

Page 2 of 6

Updated **SEPT 2023**

## Business Information

Business Type (select one):

- Restaurant    Bar/Lounge    Hotel/Motel    Caterer    Event Venue    Specialty Shop  
 Convenience/Gas/Drug Store    Manufacturer/Distillery/Brewery    Supermarket/Grocery  
 Wholesale/Distributor    Package/Liquor Store    Temp/Special Event (Dispensing Alcohol) Permit

Legal Structure of Entity:  Sole Proprietor    Corporation    LLC    Partnership

Ruby Tuesday Operations LLC

Ruby Tuesday #4274

Legal Business Name

DBA (if applicable)

FEIN

GA Tax ID Number (STIN)

## Applicant Information

Grier Thompson Smith

Applicant Full Legal Name

218897 GA  
Driver's License & State

03/22/1973; Griffin, GA

Date of Birth & Place of Birth (City, State, Country)

SSN

*Location: 110 Pooler Pkwy*

Business Mailing Address (if different)

gsmith@rubytuesday.com

Business Email

Race

Sex

Height

Weight

Hair Color

Eye Color

Physical Home Address

722511

NAICS

Mailing Address (if different)

gsmith@rubytuesday.com

Email

770-584-0642

Home Phone

770-584-0642

Mobile Phone

## Owner Information (if other than applicant)

Ruby Tuesday Operations LLC

Owner Full Legal Name

N/A

Driver's License & State



# Alcoholic Beverage License Application (New)

Page 3 of 6

Updated **SEPT 2023**

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N/A

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Date of Birth & Place of Birth (City, State, Country) SSN

---

Physical Home Address 722511

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Same as above NAICS

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Mailing Address (if different)

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865-379-5700

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Email Home Phone Mobile Phone

## Additional Owner Information

List all owners, if greater than one, who have an ownership interest of 10% or more in the business. Use additional paper if needed.

None

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Owner Name	Address	Phone
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Owner Name	Address	Phone
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Owner Name	Address	Phone
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Owner Name	Address	Phone
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## Criminal History

**Warning:** Failure to make full disclosure in responses to these questions may result in denial or subsequent revocation of the license. If the answer to any question in this section is "yes" for the applicant or any person connected with or having an interest in said business, attach a written explanation describing the circumstances in detail for each person.

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

1. Ever been convicted of any criminal violation or city ordinance violation other than a traffic violation?  
 No     Yes
  
2. Ever served time in prison or other correctional institution?  
 No     Yes
  
3. Ever had an alcoholic beverage license suspended or revoked at any time in any locality?  
 No     Yes



# Alcoholic Beverage License Application (New)

Page 6 of 6

Updated **SEPT 2023**

## PLANNING & DEVELOPMENT USE ONLY

The Planning & Development Department has reviewed and examined the application. Based on the findings and the requirements of the Zoning Ordinance of the City of Pooler, the application is therefore recommended for:

PIN: 50917C 01008 Zoning: C-2

Approved  Denied Reviewed by: BC Date: 12/13/23

Comments: \_\_\_\_\_

## POLICE DEPARTMENT USE ONLY

The Police Department has reviewed the application, disclosure, and criminal histories of the applicant(s). Based on the findings and the requirements of the Code of Ordinances of the City of Pooler, the application is therefore recommended for:

Approved  Denied Reviewed by: Colley Brown Date: 12/29/2023

Comments: \_\_\_\_\_

## MAYOR & COUNCIL USE ONLY

Approved  Denied Mayor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_



# Private Employer Affidavit Pursuant to O.C.G.A. § 36-60-G(d) (E-Verify)

Updated **SEPT 2023**

## Affidavit

By executing this affidavit under oath, the undersigned private employer verifies one of the following with respect to its application for an Alcohol License required to operate a business as referenced in O.C.G.A. § 36-60-6(d).

Ruby Tuesday Operations LLC

Name of Private Employer

Check One:  On January 1<sup>st</sup> of the below-signed year, the individual, firm, or corporation employed **greater than ten** (10) employees.

The employer has registered with and utilizes the federal work authorization program (E-Verify) in accordance with the applicable provisions and deadlines established in O.C.G.A. § 36-60-6. The undersigned private employer also attests that its federal work authorization (E-Verify) user identification number and date of authorization are as follows

1701765

06/15/2021

Federal Work Authorization User Identification Number

Authorization Date

On January 1<sup>st</sup> of the below-signed year, the individual, firm, or corporation employed **fewer than ten** (10) employees.

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

Grier T. Smith, Authorized Agent

Authorized Officer or Agent Name

[Signature]  
Applicant Signature

10/24/23  
Date of Execution

## Notary Public

24th day, October, 2023  
Subscribed and Sworn This Day Of

DeeDee Gaskin  
Notary Name

[Signature]  
Notary Signature

1-21-25  
Commission Expiration







# Affidavit Verifying Status for City Public Benefit Application (SAVE)

Page 1 of 1

Updated SEPT 2023

## Affidavit

By executing this affidavit under oath, as an applicant for an Alcohol License (type of public benefit), as referenced in O.C.G.A. § 50-36-1, from the City of Pooler, Georgia, the undersigned applicant verifies one of the following with respect to my application for public benefit.

Check One:  I am a United States citizen.

I am a legal permanent resident.

\_\_\_\_\_  
Alien Number Issued by the Department of Homeland Security or Other Federal Agency

I am qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency.

\_\_\_\_\_  
Alien Number Issued by the Department of Homeland Security or Other Federal Agency

The undersigned applicant also hereby verifies that they are 18 years of age or older and have provided at least one secure and verifiable document, as required by O.C.G.A. § 50-36-1(e)(1), with this affidavit. The secure and verifiable document provided with this affidavit can be best classified as:

Driver's license

Type of Document

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

Grier T. Smith

Authorized Officer or Agent Name

Applicant Signature

10/29/23

Date of Execution

Ruby Tuesday Operations LLC d/b/a Ruby Tuesday #4274

Name of Business

## Notary Public

24th day October, 2023  
Subscribed and Sworn This Day Of

Dee Dee Gaskin

Notary Name

Dee Dee Gaskin

Notary Signature

1-21-25

Commission Expiration



# 6677



# Alcoholic Beverage License Application (New)

Page 2 of 6

Updated SEPT 2023

Location: 2020 Pooler Pkwy A

## Business Information

Business Type (select one):

- Restaurant
- Bar/Lounge
- Hotel/Motel
- Caterer
- Event Venue
- Specialty Shop
- Convenience/Gas/Drug Store
- Manufacturer/Distillery/Brewery
- Supermarket/Grocery
- Wholesale/Distributor
- Package/Liquor Store
- Temp/Special Event (Dispensing Alcohol) Permit

Legal Structure of Entity:  Sole Proprietor  Corporation  LLC  Partnership

MOONLIGHT BP STATION LLC

Legal Business Name

DBA (if applicable)

83-3222506

309-232139

FEIN

GA Tax ID Number (STIN)

## Applicant Information

SAVAN PATEL

Applicant Full Legal Name

Driver's License & State

Date of Birth & Place of Birth (City, State, Country)

SSN

35 OAK PARK PT SAVANNAH GA 31405

Business Mailing Address (if different)

Business Email

Race

Sex

Height

Weight

Hair Color

Eye Color

35 OAK PARK PT SAVANNAH GA 31405

Physical Home Address

NAICS

Mailing Address (if different)

Email

Home Phone

Mobile Phone

## Owner Information (if other than applicant)

PRAKASH V PATEL

Owner Full Legal Name

Driver's License & State



# Alcoholic Beverage License Application (New)

Page 3 of 6

Updated SEPT 2023

Date of Birth & Place of Birth (City, State, Country)

SSN

35 OAK PARK PT SAVANNAH GA 31405

Physical Home Address

NAICS

Mailing Address (if different)

Email

Home Phone

Mobile Phone

## Additional Owner Information

List all owners, if greater than one, who have an ownership interest of 10% or more in the business. Use additional paper if needed.

Owner Name

Address

Phone

Owner Name

Address

Phone

Owner Name

Address

Phone

Owner Name

Address

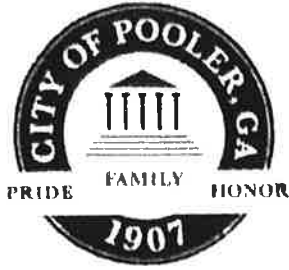
Phone

## Criminal History

**Warning:** Failure to make full disclosure in responses to these questions may result in denial or subsequent revocation of the license. If the answer to any question in this section is "yes" for the applicant or any person connected with or having an interest in said business, attach a written explanation describing the circumstances in detail for each person.

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

1. Ever been convicted of any criminal violation or city ordinance violation other than a traffic violation?  
 No  Yes
2. Ever served time in prison or other correctional institution?  
 No  Yes
3. Ever had an alcoholic beverage license suspended or revoked at any time in any locality?  
 No  Yes



# Alcoholic Beverage License Application (New)

Page 4 of 6

Updated SEPT 2023

4. Ever previously or currently held/hold a license to sell wine, beer and/or distilled spirits/liquor? (If yes, complete question 5. If no, skip question 5.)

No  Yes

5. If yes to question 4, were there any violations of any law, regulation or ordinance relating to such business?

No  Yes

Before the undersigned attesting officer duly authorized to administer oaths, personally comes the applicant for a license to conduct the sale of alcoholic beverages in the City of Pooler, says that the information given, and the statements made in this application are true, correct, and complete under penalty of law.

SAVAN PATEL

Applicant Name

  
Applicant Signature

11/15/2023

Date

## Notary Public

NOVEMBER 15 2023

Subscribed and Sworn This Day Of

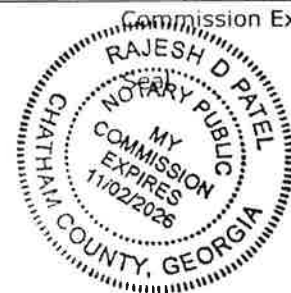
RAJESH PATEL

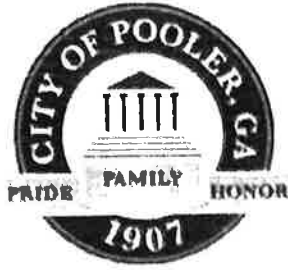
Notary Name

  
Notary Signature

11/02/2026

Commission Expiration





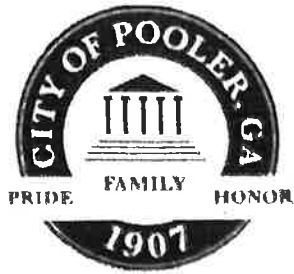
# Alcoholic Beverage License Application (New)

Page 5 of 6

Updated SEPT 2023

## Classifications

RETAIL (new applications received after July 1 <sup>st</sup> rates are prorated to 50% off)					
CLASS	CLASSIFICATION	LIQUOR, BEER & WINE	BEER & WINE	BEER ONLY	TOTAL
A	Retail Package	<input type="checkbox"/> 1 \$1850	<input checked="" type="checkbox"/> 2 \$800	<input type="checkbox"/> 3 \$600	
B	Consumption On-Premises	<input type="checkbox"/> 1 \$2150	<input type="checkbox"/> 2 \$1000	<input type="checkbox"/> 3 \$750	
WHOLESALE					
CLASS	CLASSIFICATION	PRICE		TOTAL	
C	Liquor	<input type="checkbox"/> \$3200			
D	Beer & Wine	<input type="checkbox"/> \$1900			
MANUFACTURERS					
CLASS	CLASSIFICATION	PRICE		TOTAL	
E	Brewer, manufacturer of malt beverages	<input type="checkbox"/> \$1075			
G	Manufacturer of wine	<input type="checkbox"/> \$2250			
H	Distiller, manufacturer of distilled spirits	<input type="checkbox"/> \$2250			
HOTELS, EVENT VENUES, & CATERERS					
CLASS	CLASSIFICATION	PRICE		TOTAL	
F1	Hotel	<input type="checkbox"/> \$2500			
F2	Special event venue	<input type="checkbox"/> \$2000			
L	Consumption off-premises, Caterer	<input type="checkbox"/> \$1500			
SPECIAL EVENTS & COMPLIMENTARY ALCOHOL					
CLASS	CLASSIFICATION	PRICE		TOTAL	
I	Temporary/Private Event (max 2 days)	<input type="checkbox"/> \$100/day			
J	Home Brew Special Event (max 2 days an 6 days per annum)	<input type="checkbox"/> \$100/day	<b>OUT-OF-CITY CATERERS</b> <input type="checkbox"/> \$50/day (+ 3% excise tax)		
K	Complimentary Beer & Wine	<input type="checkbox"/> \$250			
ADD-ON LICENSES					
CLASS	CLASSIFICATION	APPLICABLE LICENSES	PRICE	TOTAL	
A	Brewpub	B1, B2, B3, E	<input type="checkbox"/> \$850		
C1	Sunday Sales (Retail)	A1, A2, A3, C, D, E, F1, F2, G, H	<input checked="" type="checkbox"/> \$750		
C2	Sunday Sales (11:00 a.m.)	B1, B2, B3, F1, F2	<input type="checkbox"/> \$1000		
D	Tasting Event (must notify 5 days prior and 52 max events per annum)	A1, A2, A3	<input type="checkbox"/> No fee		
NEW APPLICATION FEES					
CLASS	FEES		GRAND TOTAL (add all above selections and application fees)		
A1 - H & L	<input checked="" type="checkbox"/> \$290		Paid \$1840		
I, J & K	<input type="checkbox"/> \$20				



# Alcoholic Beverage License Application (New)

Page 6 of 6

Updated SEPT 2023

## PLANNING & DEVELOPMENT USE ONLY

The Planning & Development Department has reviewed and examined the application. Based on the findings and the requirements of the Zoning Ordinance of the City of Pooler, the application is therefore recommended for:

PIN: 5101001066 Zoning: PUD

Approved  Denied Reviewed by: BC Date: 11/30/23

Comments: \_\_\_\_\_

## POLICE DEPARTMENT USE ONLY

The Police Department has reviewed the application, disclosure, and criminal histories of the applicant(s). Based on the findings and the requirements of the Code of Ordinances of the City of Pooler, the application is therefore recommended for:

Approved  Denied Reviewed by: Colley Brewer Date: 11/05/2024

Comments: N/A

## MAYOR & COUNCIL USE ONLY

Approved  Denied Mayor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_



# Private Employer Affidavit Pursuant to O.C.G.A. § 36-60-G(d) (E-Verify)

Page 1 of 1

Updated **SEPT 2023**

## Affidavit

By executing this affidavit under oath, the undersigned private employer verifies one of the following with respect to its application for an Alcohol License required to operate a business as referenced in O.C.G.A. § 36-60-6(d).

MOONLIGHT BP STATION LLC

Name of Private Employer

Check One:  On January 1<sup>st</sup> of the below-signed year, the individual, firm, or corporation employed **greater than ten** (10) employees.

The employer has registered with an utilizes the federal work authorization program (E-Verify) in accordance with the applicable provisions and deadlines established in O.C.G.A. § 36-60-6. The undersigned private employer also attests that its federal work authorization (E-Verify) user identification number and date of authorization are as follows

Federal Work Authorization User Identification Number

Authorization Date

On January 1<sup>st</sup> of the below-signed year, the individual, firm, or corporation employed **fewer than ten** (10) employees.

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

[Signature]  
Authorized Officer or Agent Name

SAVAN PATEL  
Applicant Signature

11/15/2023  
Date of Execution

## Notary Public

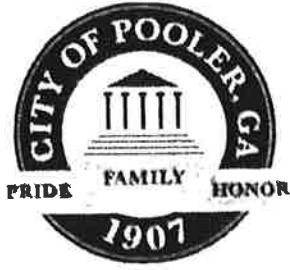
NOVEMBER 15 2023  
Subscribed and Sworn This Day Of

RAJESH PATEL  
Notary Name

[Signature]  
Notary Signature

11/02/2026  
Commission Expiration





# Affidavit Verifying Status for City Public Benefit Application (SAVE)

Page 1 of 1

Updated SEPT 2023

## Affidavit

By executing this affidavit under oath, as an applicant for an Alcohol License (type of public benefit), as referenced in O.C.G.A. § 50-36-1, from the City of Pooler, Georgia, the undersigned applicant verifies one of the following with respect to my application for public benefit.

Check One:  I am a United States citizen.

I am a legal permanent resident.

\_\_\_\_\_  
Alien Number Issued by the Department of Homeland Security or Other Federal Agency

I am qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency.

\_\_\_\_\_  
Alien Number Issued by the Department of Homeland Security or Other Federal Agency

The undersigned applicant also hereby verifies that they are 18 years of age or older and have provided at least one secure and verifiable document, as required by O.C.G.A. § 50-36-1(e)(1), with this affidavit. The secure and verifiable document provided with this affidavit can be best classified as:

\_\_\_\_\_  
Type of Document

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

\_\_\_\_\_  
Authorized Officer or Agent Name

\_\_\_\_\_  
Applicant Signature

11/15/2023  
\_\_\_\_\_  
Date of Execution

MOONLIGHT BP STATION LLC  
\_\_\_\_\_  
Name of Business

## Notary Public

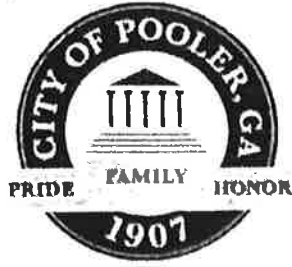
NOVEMBER 15 2023  
\_\_\_\_\_  
Subscribed and Sworn This Day Of

RAJESH PATEL  
\_\_\_\_\_  
Notary Name

\_\_\_\_\_  
Notary Signature







# Sunday Sales Affidavit (New)

Page 1 of 1

Updated SEPT 2023

## NOTICE TO APPLICANT

The City of Pooler permits eating establishment (restaurants) and hotels holding a license to dispense alcoholic beverages for consumption on the premises under certain conditions. To be authorized to dispense alcoholic beverages for consumption on Sunday, an establishment must:

- A. Be licensed by the City to sell alcoholic beverages by the drink for consumption on the premises;
- B. Be a licensed establishment that derives at least 50 percent of its annual gross income from the rental of rooms for overnight lodging; or
- C. Be an eating establishment whose primary business is the sale of prepared meals, Derive at least 50 percent of its total annual gross food and beverage sales from the sale of prepared meals or food;
- D. Have its primary floor area specifically designed, set aside, set up and operating to serve meals and food on the premises and shall have a fully equipped commercial kitchen to include inappropriate stove, refrigerator, food preparation area, sink and other items required by the county health department and city inspections department for the preparation of food;
- E. Have a printed or posted menu from which selections of prepared meals can be made;
- F. Provide full food service to the public during its entire operating hours, including Sunday; and
- G. Include the following certified affidavit from your certified public accountant (CPA) or Registered public accountant (RPA) and submit it along with the required Sunday sales renewal payment.

## ACCOUNTANT'S CERTIFICATION OF REVENUES

I hereby certify that I have reviewed and attest to the accuracy of the financial records supplied to me from the food serving establishment described above; and further attest that the establishment derived at least 50 percent of its gross revenues for the last 12 months of business under present or previous ownership, from the sale of prepared meals.

Public Accounting: H & R SERVICES Firm Date: 11/15/2023  
 Accountant Printed Name: RAJESH PATEL Certifying Signature: [Signature]  
 License Number: P00322743 Notary Public: [Signature]  
 Sworn to and subscribed before me this 15<sup>TH</sup> day of NOVEMBER, 2023

## Business Information

Business Name

Business Location

Business Phone

O.C.G.A. § 50-36-1(e) (2) Affidavit

By executing this affidavit under oath, as an applicant for:

(Check all that apply.)

- State Alcohol License
- State Tobacco License
- COAM Location License
- State Alcohol Permit
- State Tobacco Permit
- COAM Temporary Location Permit
- Alcohol Special Event License
- COAM Master License
- Motor Fuel Distributor License

as referenced in O.C.G.A § 50-36-1, from the Georgia Department of Revenue, the undersigned applicant verify the following with respect to my application for a public benefit:

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

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

\_\_\_\_\_

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

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

DL No 053538476

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

Executed in Pooler (city), GA (state)

[Signature] \_\_\_\_\_  
 Signature of Applicant

Savan Patel \_\_\_\_\_  
 Printed Name of Applicant

SUBSCRIBED AND SWORN  
 BEFORE ME ON THIS 16<sup>th</sup> DAY OF Nov

[Signature]  
 NOTARY PUBLIC  
 My Commission Expires: 11/02/2026

CHATHAM COUNTY, GEORGIA

You must submit a front and back copy of a Secure and Verifiable Document with this Affidavit. A complete list of Secure and Verifiable Documents may be found at <http://dor.georgia.gov/citizenship-affidavit-secure-and-verifiable-documents> or on the Georgia Attorney General's website. For more information please refer to <http://dor.georgia.gov/verification-citizenship>.



**CITY of POOLER**  
— GEORGIA —

---

**CITY COUNCIL REGULAR MEETING – STAFF REPORT**

January 16, 2024 at 4:00 pm | 100 US Highway 80 SW, Pooler, GA 31322

**Agenda Item:**

Release of Sidewalk Performance Bond for Westbrook Glen Ph. 2

**Meeting Date:**

January 16, 2024

**Department:**

Planning & Zoning

**Background & Discussion:**

A final inspection was performed on Oct. 31, 2023 for Westbrook Glen Phase 2 in order to release the bond in the amount of \$108,337.50.

**Recommendation:**

Staff recommends approval of the release of the bond.

**Attachments:**

N/A



**CITY of POOLER**  
— GEORGIA —

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**CITY COUNCIL REGULAR MEETING – STAFF REPORT**

January 16, 2024 at 4:00 pm | 100 US Highway 80 SW, Pooler, GA 31322

**Agenda Item:**

Release of Maintenance Bond for Forest Lakes Phase 9

**Meeting Date:**

January 16, 2024

**Department:**

Planning & Zoning

**Background & Discussion:**

A final inspection was performed on Dec. 19, 2023 for Forest Lakes Phase 9 in order to release the bond in the amount of \$157,401.00.

**Recommendation:**

Staff recommends approval of the release of the bond.

**Attachments:**

N/A



**CITY of POOLER**  
— GEORGIA —

---

Council Report for the month of December

**Date:** 01/09/2023  
**To:** Council and Mayor  
**From:** Matt Saxon  
**Subject:** November Council Report  
**Cc:** Kiley Fusco

**Street:**

- Continued routine maintenance throughout the city repairing potholes, sidewalks, and shoulder work.
- LEMIG, Memorial Blvd, South Rogers Street.

**Signs:**

- Replaced **8** signs throughout the city.
- Repaired **20** signs throughout the city.

**Street Sweeper:**

- **65** miles swept.

**Storm Water:**

- Completed routine residential workorders.
- Responded to various after hour calls during heavy rainfall.
- Completed **17,885** feet of routine roadside ditch and outfall maintenance.
- Cleaned out and dug roadside ditches in various locations.

**Canal Maintenance:**

- Removed fallen trees and mowed access roads/canals throughout the city.
- Routine maintenance of canals throughout the city.
- Mowed various access roads of canals.

**Public Works Admin:**

- Reviewed **7** sets of site plans.
- Approved **6** pre-construction meetings.



**CITY of POOLER**  
— GEORGIA —

---

Council Report for the month of December

**Date:** 01/09/2023  
**To:** Council and Mayor  
**From:** Matt Saxon  
**Subject:** November Council Report  
**Cc:** Kiley Fusco

Mrs. Williams,

It gives me great pleasure to present to you, the work that our Wastewater Treatment Plant, Sewer, and Water Departments have accomplished since the last council meeting:

**Water:**

Repaired water main and replaced sample site on Regency Circle.  
**13** C.O inspections conducted.  
Replaced **11** residential and/or commercial laterals.  
Completed multiple misc. service orders throughout the city.  
Repaired and/or replaced **32** water meters/mxu's.  
Tapped 12" water main on Quacco Road.  
Reviewed **8** Excavation/Encroachment Permits.  
Conducted 3 flow test on hydrants.  
Witnessed the testing and certification of **132** backflow preventers.

**Sewer & WWTP:**

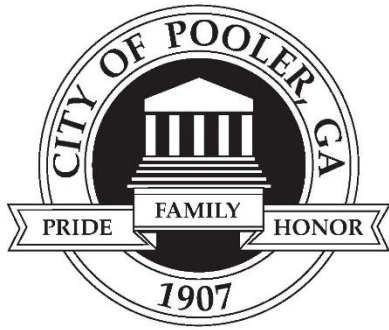
EOM report attached.

Respectfully submitted,

Matt Saxon







DECEMBER  
2023

# Monthly Report



480 Edsel Drive, Ste 100  
Richmond Hill, GA 31324  
912.445.0050  
[www.eomworx.com](http://www.eomworx.com)



## TABLE OF CONTENTS

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Wastewater Treatment .....	2.0
Collections & Distribution.....	3.0
Engineering .....	4.0
Administration.....	5.0
Appendix .....	6.0



## SECTION 1.0

### EXECUTIVE SUMMARY

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EOM is pleased to provide this revised monthly report to the City of Pooler for review. Departmental reports and requested supplemental data can be found enclosed.

### MONTH HIGHLIGHT

- **SEWER** – Replaced (3) faulty grinder pumps
- **SEWER** – Cleared (1) sewer blockage
- **SEWER** – Repaired (2) sewer laterals

### WASTEWATER LIFT STATIONS

- **PO-LS-17.08 JABOT TRACT:** Installed new outlet for generator trickle charger
- **PO-LS-37.01 NORTH SKINNER STREET:** Replaced impeller, volute and rings on pump
- **PO-LS-37.02 NORTH SKINNER STREET:** Replaced impeller and rings on pump
- **PO-LS-20.05 WESTBROOK:** Replaced alarm bell
- **PO-LS-18.05 BLUE MOON CROSSING:** Replaced alarm bell and light
- **PO-LS-26.02 RAINDANCE:** Replaced pump

### WASTEWATER TREATMENT PLANT

- Responded to (3) After hours calls
- Replaced Faulted Breakers:
  - PO-WW-UV-05
  - PO-WW-UV-06
  - PO-WW-UV-07
  - PO-WW-UV-08
- **PO-WW-BP-44 ROLLER BEARINGS:** Replaced bearings
- **PO-WW-UT-03 LABORATORY:** Replaced Autoclave



# Section 2.0

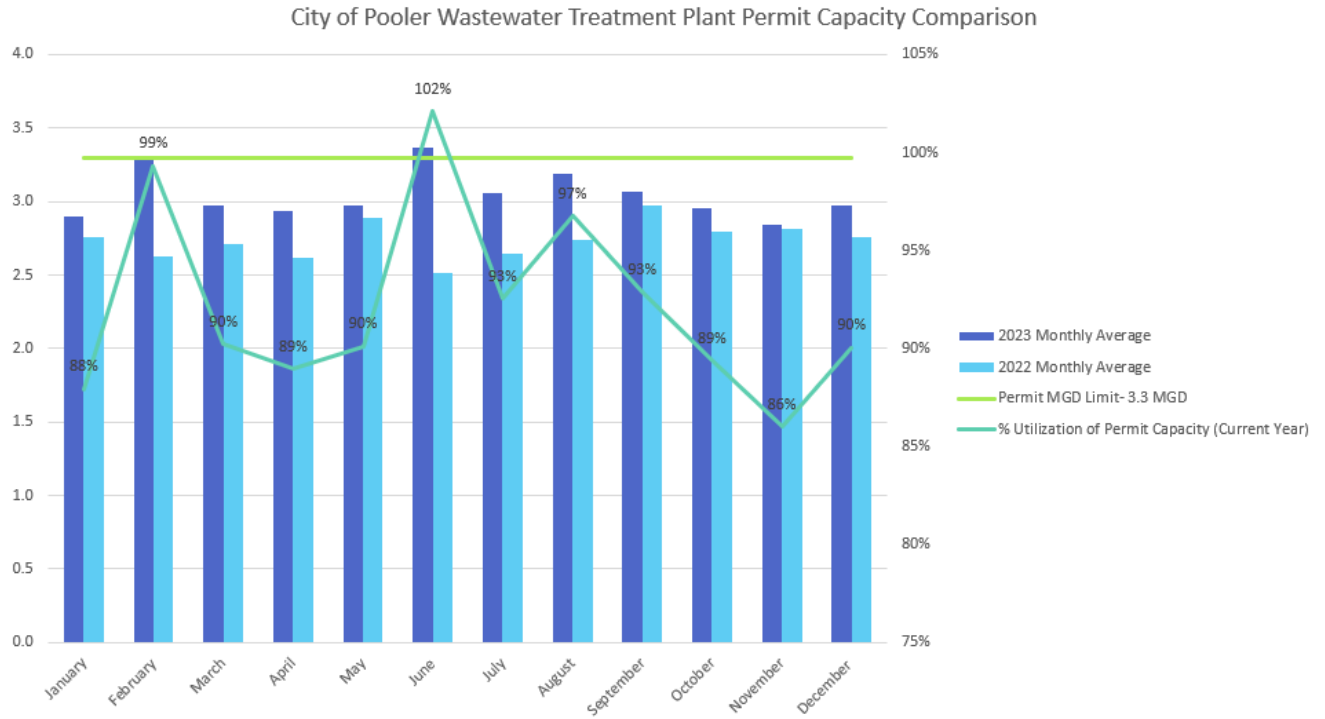
## WASTEWATER TREATMENT



# SECTION 2.0

## WASTEWATER TREATMENT

**Table 1 – WASTEWATER TREATMENT PLANT PERMIT COMPARISON**





## Section 3.0

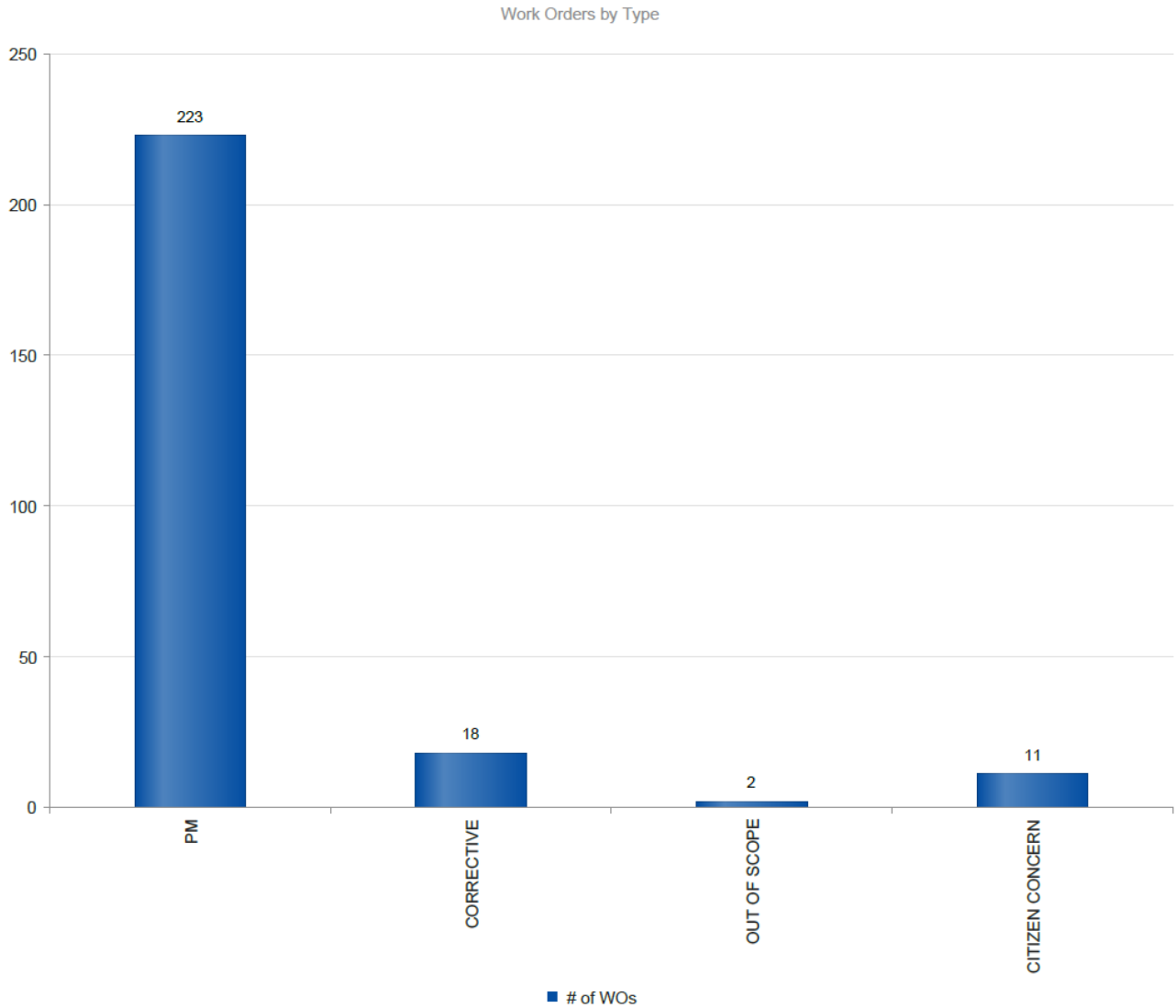
COLLECTIONS &  
DISTRIBUTION



## SECTION 3.0

### COLLECTIONS & DISTRIBUTION

**Table 1 – SEWER MAINTENANCE WORK ORDER REPORT**





# Section 4.0

ENGINEERING





## SECTION 4.0

### ENGINEERING

---

#### Site Plan Review:

- I. Approved Projects
  - Morgan Lakes Industrial Park
  - HOM at Pooler
  
- II. Projects Under Review
  - Canal Bank Rd Subdivision (*Submittal #3*)
  - Providence at Pooler (*Submittal #1*)
  - Harmony Subdivision Phase 8A – Revised (*Submittal #1*)
  - Harmony Subdivision Phase 8B – Revised (*Submittal #1*)
  - 125 Coleman Blvd (*Submittal #2*)
  - DST Trailer Yard (*Submittal #2*)
  - 780 Pooler Pkwy (*Submittal #7*)
  - Wawa (*Submittal #2*)
  - Mana Nutrition (*Submittal #1*)
  - Thompson Thrift Residential (*Submittal #3*)
  - Tanger Outlets Outparcel #4 (*Submittal #3*)
  
- III. Projects Waiting On Responses
  - Lot A Blakely Commons – *1<sup>st</sup> review completed 12/28/2023*
  - Circle K Expansion – *1<sup>st</sup> review completed 12/26/2023*
  - Barret Pond Reshaping – *1<sup>st</sup> review completed 12/14/2023*
  - 212 E Hwy 80 Office – *5<sup>th</sup> review completed 12/8/2023*
  - Oglethorpe Speedway Industrial Park – *1<sup>st</sup> review completed 11/13/2023*
  - National Museum of the Mighty 8<sup>th</sup> Airforce – *1<sup>st</sup> review completed 10/25/2023*
  - Lift Station 193 Force Main Upgrade – *1<sup>st</sup> review completed 9/25/2023*
  - Memorial Blvd Commercial Development – *1<sup>st</sup> review completed 9/12/2023*
  - Pipemakers Independent Senior Living Center – *2<sup>nd</sup> review completed 9/11/2023*
  - Little Neck Trailer Yard – *3<sup>rd</sup> review completed 9/7/2023*
  - Old Louisville Storage Yard – *1<sup>st</sup> review completed 7/13/2023*
  - Pittman Subaru (Revised) – *1<sup>st</sup> review completed 5/10/2023*
  - Sharon Court Container Yard – *3<sup>rd</sup> review completed 3/16/2023*

#### Bond Review:

- I. Approved Bond Requests
  - N/A
  
- II. Bond Requests Under Review



- Clear Lake Phase 1B (Performance Bond)

Additional Engineering Services:

- City Standard Specifications: A number of updated sections/details for Standard Specifications document were submitted to City for review in December 2023. The updated City Standard Specifications document is expected to be complete in Winter.
- Lift Station #21 & 22: EOM submitted proposal for construction of Lift Stations to City in August 2023. It is understood that the City Attorney currently working on a contract for proposed work.



# Section 5.0

## ADMINISTRATION



## SECTION 5.0

### ADMINISTRATION

---

#### BUDGET

Description	Budget	Expense	Balance
Sewer Expenses	\$ 740,000.00	\$ 537,695.61	\$ 202,304.39
WWTP Expenses	\$ 1,208,000.00	\$ 1,581,493.55	\$ (373,493.55)
<b>TOTAL</b>	<b>\$ 1,948,000.00</b>	<b>\$ 2,119,189.16</b>	<b>\$ (171,189.16)</b>



# Section 6.0

APPENDIX

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)  
**DISCHARGE MONITORING REPORT (DMR)**

Form Approved  
 OMB No. 2040-0004

PERMITTEE NAME/ADDRESS (Include Facility Name/Location if Different)

Page 1

**NAME:** Pooler City of  
**ADDRESS:** 100 Southwest Hwy 80  
 Pooler, GA 31322  
**FACILITY:** Pooler, City of (Bloomingdale Regional WPCP)  
**LOCATION:** Winskie Road  
 Pooler GA 31322

GA0047066	002-B3
<b>PERMIT NUMBER</b>	<b>DISCHARGE NUMBER</b>

**DMR MAILING ZIP CODE:**  
 MAJOR

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
23	11	01	23	11	30

WPCP Discharge  
 External Outfall

No Discharge

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		VALUE	VALUE	UNITS	VALUE	VALUE	VALUE	UNITS			
OXYGEN, DISSOLVED (DO)	<b>SAMPLE MEASUREMENT</b>	****	****	****	7.7	****	****	mg/L	0	01/01	GR GRAB
00300 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	****	****	****	6.0 MINIMUM	****	****	mg/L		01/01	GR GRAB
BOD, 5-DAY (20 DEG. C)	<b>SAMPLE MEASUREMENT</b>	46.8	47.0	lb/d	****	2.0	2.0	mg/L	0	03/DW	CP COMPOS
00310 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	82.6 MO AVG	102.6 WKLY AVG	lb/d	****	3.0 MO AVG	4.5 WKLY AVG	mg/L		03/DW	CP COMPOS
BOD, 5-DAY (20 DEG. C)	<b>SAMPLE MEASUREMENT</b>	6494	6985	lb/d	****	275	298	mg/L	0	03/DW	CP COMPOS
00310 1 0 0 RAW SEWAGE INFLUENT	<b>PERMIT REQUIREMENT</b>	Req Mon MO AVG	Req Mon WKLY AVG	lb/d	****	Req Mon MO AVG	Req Mon WKLY AVG	mg/L		03/DW	CP COMPOS
PH	<b>SAMPLE MEASUREMENT</b>	****	****	****	6.9	****	7.2	SU	0	01/01	GR GRAB
00400 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	****	****	****	6.0 MINIMUM	****	8.5 MAXIMUM	SU		01/01	GR GRAB
SOLIDS, TOTAL SUSPENDED	<b>SAMPLE MEASUREMENT</b>	23.4	23.5	lb/d	****	1.0	1.0	mg/L	0	03/DW	CP COMPOS
00530 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	138.0 MO AVG	172.0 WKLY AVG	lb/d	****	5.0 MO AVG	7.5 WKLY AVG	mg/L		03/DW	CP COMPOS
SOLIDS, TOTAL SUSPENDED	<b>SAMPLE MEASUREMENT</b>	4958	5450	lb/d	****	210	232	mg/L	0	03/DW	CP COMPOS
00530 1 0 0 RAW SEWAGE INFLUENT	<b>PERMIT REQUIREMENT</b>	Req Mon MO AVG	Req Mon WKLY AVG	lb/d	****	Req Mon MO AVG	Req Mon WKLY AVG	mg/L		03/DW	CP COMPOS
NITROGEN, ORGANIC TOTAL (AS N)	<b>SAMPLE MEASUREMENT</b>	****	****	****	****	0.613	****	mg/L	0	01/30	CP COMPOS
00605 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	****	****	****	****	Req Mon MO AVG	****	mg/L		01/30	CP COMPOS

<b>NAME/TITLE PRINCIPAL EXECUTIVE OFFICER</b> Marcus Hobgood Wastewater Manager WW1-015056 TYPED OR PRINTED	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	<b>TELEPHONE</b>		<b>DATE</b>		
		912	445-1894	23	12	14
<b>SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT</b>		AREA Code	NUMBER	YEAR	MO	DAY

COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)  
**DISCHARGE MONITORING REPORT (DMR)**

Form Approved  
 OMB No. 2040-0004

PERMITTEE NAME/ADDRESS (Include Facility Name/Location if Different)

Page 2

**NAME:** Pooler City of  
**ADDRESS:** 100 Southwest Hwy 80  
 Pooler, GA 31322  
**FACILITY:** Pooler, City of (Bloomingdale Regional WPCP)  
**LOCATION:** Winskie Road  
 Pooler GA 31322

GA0047066	002-B3
<b>PERMIT NUMBER</b>	<b>DISCHARGE NUMBER</b>

**DMR MAILING ZIP CODE:**  
 MAJOR

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
23	11	01	23	11	30

WPCP Discharge  
 External Outfall

No Discharge

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		VALUE	VALUE	UNITS	VALUE	VALUE	VALUE	UNITS			
NITROGEN, AMMONIA TOTAL (AS N)	<b>SAMPLE MEASUREMENT</b>	4.9	5.1	lb/d	****	0.2	0.2	mg/L	0	03/DW	CP COMPOS
00610 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	11.0 MO AVG	13.8 WKLY AVG	lb/d	****	0.4 MO AVG	0.6 WKLY AVG	mg/L		03/DW	CP COMPOS
NITROGEN, KJELDAHL TOTAL (AS N)	<b>SAMPLE MEASUREMENT</b>	****	****	****	****	0.838	****	mg/L	0	01/30	CP COMPOS
00625 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	****	****	****	****	Req Mon MO AVG	****	mg/L		01/30	CP COMPOS
NITRITE PLUS NITRATE TOTAL 1 DET. (AS N)	<b>SAMPLE MEASUREMENT</b>	****	****	****	****	12.5	****	mg/L	0	01/30	CP COMPOS
00630 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	****	****	****	****	Req Mon MO AVG	****	mg/L		01/30	CP COMPOS
PHOSPHORUS, TOTAL (AS P)	<b>SAMPLE MEASUREMENT</b>	2.6	3.0	****	****	0.2	0.3	mg/L	0	03/DW	CP COMPOS
00665 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	27.5 MO AVG	34.4 WKLY AVG	****	****	1.0 MO AVG	1.5 WKLY AVG	mg/L		03/DW	CP COMPOS
PHOSPHATE, ORTHO (AS P)	<b>SAMPLE MEASUREMENT</b>	****	****	****	****	0.214	****	mg/L	0	01/30	CP COMPOS
04175 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	****	****	****	****	Req Mon MO AVG	****	mg/L		01/30	CP COMPOS
FLOW, IN CONDUIT OR THRU TREATMENT PLANT	<b>SAMPLE MEASUREMENT</b>	2.8	2.89	MGD	****	****	****	****	0	99/99	CN CONTIN
50050 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	3.3 MO AVG	4.2 WKLY AVG	MGD	****	****	****	****		99/99	CN CONTIN
COLIFORM, FECAL GENERAL	<b>SAMPLE MEASUREMENT</b>	****	****	****	****	1.4	2.1	#/100mL	0	02/DA	GR GRAB
74055 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	****	****	****	****	23 MO GEO	23 WKLY GEO	#/100mL		02/DA	GR GRAB

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER Marcus Hobgood Wastewater Manager WW1-015056 TYPED OR PRINTED	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	TELEPHONE		DATE		
		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	912 445-1894	23	12	14
		AREA Code	NUMBER	YEAR	MO	DAY

COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)  
**DISCHARGE MONITORING REPORT (DMR)**

Form Approved  
 OMB No. 2040-0004

PERMITTEE NAME/ADDRESS (Include Facility Name/Location if Different)

Page 3

**NAME:** Pooler City of  
**ADDRESS:** 100 Southwest Hwy 80  
 Pooler, GA 31322  
**FACILITY:** Pooler, City of (Bloomingdale Regional WPCP)  
**LOCATION:** Winskie Road  
 Pooler GA 31322

GA0047066	002-B3
<b>PERMIT NUMBER</b>	<b>DISCHARGE NUMBER</b>

**DMR MAILING ZIP CODE:**  
 MAJOR

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
23	11	01	23	11	30

WPCP Discharge  
 External Outfall

No Discharge

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		VALUE	VALUE	UNITS	VALUE	VALUE	VALUE	UNITS			
CYANIDE, TOTAL (AS CN)	<b>SAMPLE MEASUREMENT</b>	****	****	****	****	2.1000	****	ug/L	0	01/30	GR GRAB
00720 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	****	****	****	****	MO AVG	****	ug/L		01/30	GR GRAB
MERCURY, TOTAL (AS HG)	<b>SAMPLE MEASUREMENT</b>	****	****	****	****	****	****	ng/L	0	01/30	GR GRAB
71900 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	****	****	****	****	MO AVG	****	ng/L		01/30	GR GRAB
SOLIDS, SUSPENDED PERCENT REMOVAL	<b>SAMPLE MEASUREMENT</b>	****	****	dry ton	99.5	****	****	%	0	01/30	CA CALCTD
81011 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	Req Mon MO AVG	****	dry ton	>85 MINIMUM	****	****	%		01/30	CA CALCTD
BOD, 5-DAY PERCENT REMOVAL	<b>SAMPLE MEASUREMENT</b>	****	****	****	99.3	****	****	%	0	01/30	CA CALCTD
81010 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	****	****	****	>85 MINIMUM	****	****	%		01/30	CA CALCTD
SOLIDS, SLUDGE, TOT, DRY WEIGHT	<b>SAMPLE MEASUREMENT</b>	62	****	dry ton	****	****	****	****	0	01/30	CA CALCTD
78477 1 0 0 EFFLUENT GROSS VALUE	<b>PERMIT REQUIREMENT</b>	Req Mon MO AVG	****	dry ton	****	****	****	****		01/30	CA CALCTD
	<b>SAMPLE MEASUREMENT</b>										
	<b>PERMIT REQUIREMENT</b>										
	<b>SAMPLE MEASUREMENT</b>										
	<b>PERMIT REQUIREMENT</b>										

<b>NAME/TITLE PRINCIPAL EXECUTIVE OFFICER</b> Marcus Hobgood Wastewater Manager WW1-015056 TYPED OR PRINTED	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	<b>TELEPHONE</b>		<b>DATE</b>		
		912	445-1894	23	12	14
<b>SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT</b>		AREA Code	NUMBER	YEAR	MO	DAY

COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)







**COMPARATIVE FINANCIAL STATEMENTS**

**(UNAUDITED)**



**CITY *of* POOLER**  
— GEORGIA —

# CITY OF POOLER, GEORGIA

## Fund 100 - General Fund Comparative Statement of Revenues, Expenditures, and Changes in Fund Balances For the Years Ended December 31, 2023 and 2022

	2023	2022		
<b>REVENUES</b>				
Taxes.....	\$ 27,458,809.59	\$ 24,791,587.43		
Licenses and permits.....	1,482,295.03	1,880,997.55		
Intergovernmental.....	1,206,126.55	719,007.71		
Charges for services.....	3,375,713.68	3,325,342.44		
Fines and forfeitures.....	752,429.74	751,475.02		
Investment earnings.....	636,063.92	159,828.18		
Contributions and donations.....	87,665.69	208,460.42		
Miscellaneous.....	178,925.25	106,102.94		
	<u>35,178,029.45</u>	<u>31,942,801.69</u>		
Total revenues.....			3,235,227.76	10.13%
<b>EXPENDITURES</b>				
<b>Current</b>				
General government.....	3,868,846.02	3,624,994.03		
Judicial.....	491,256.79	407,917.29		
Public safety.....	14,392,575.09	13,102,530.92		
Public works.....	6,441,097.86	5,808,654.86		
Health and welfare.....	203,426.22	165,979.85		
Culture and recreation.....	1,936,547.12	1,714,381.25		
Housing and development.....	1,215,373.60	904,917.38		
<b>Debt service</b>				
Principal.....	1,896,976.47	422,988.70		
Interest.....	491,415.06	60,868.65		
	<u>30,937,514.23</u>	<u>26,213,232.93</u>		
Total expenditures.....			4,724,281.30	18.02%
Excess (deficiency) of revenues over (under) expenditures.....	<u>4,240,515.22</u>	<u>5,729,568.76</u>		
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in.....	1,390,944.37	1,216,055.21		
Transfers out.....	(1,176,312.14)	(5,729,902.51)		
Sale of general capital assets.....	267,827.50	143,365.66		
Insurance recoveries.....	80,621.62	89,717.13		
	<u>563,081.35</u>	<u>(1,518,175.69)</u>		
Total other financing sources (uses)			2,081,257.04	137.09%
Net changes in fund balances.....	4,803,596.57	4,211,393.07		
Fund balances at beginning of year.....	32,947,279.67	27,820,097.95		
Fund balances at end of year.....	<u>\$37,750,876.24</u>	<u>\$32,031,491.02</u>		

**CITY OF POOLER, GEORGIA**

Fund 201 - Tree Fund

Comparative Statement of Revenues, Expenditures, and Changes in Fund Balances

For the Years Ended December 31, 2023 and 2022

	<u>2023</u>	<u>2022</u>		
REVENUES				
Contributions.....	\$ 484,650.00	\$ 816,563.50		
Investment earnings.....	3,216.05	2,121.93		
Total revenues.....	<u>487,866.05</u>	<u>818,685.43</u>	(330,819.38)	-40.41%
EXPENDITURES				
Current				
Parks.....	250,571.96	272,287.60		
Total expenditures.....	<u>250,571.96</u>	<u>272,287.60</u>	(21,715.64)	-7.98%
Net change in fund balance.....	237,294.09	546,397.83		
Fund balance, beginning of year.....	2,581,923.20	2,026,513.14		
Fund balance, end of year.....	<u>\$ 2,819,217.29</u>	<u>\$ 2,572,910.97</u>		

**CITY OF POOLER, GEORGIA**

Fund 210 - Forfeiture Fund  
Comparative Statement of Revenues, Expenditures, and Changes in Fund Balances

For the Years Ended December 31, 2023 and 2022

	<u>2023</u>	<u>2022</u>		
REVENUES				
Fines and forfeitures.....	\$ 39,093.93	\$ 19,602.82		
Investment earnings.....	240.90	176.06		
Total revenues.....	<u>39,334.83</u>	<u>19,778.88</u>	19,555.95	98.87%
EXPENDITURES				
Current				
Public safety.....	3,916.95	12,966.10		
Total expenditures.....	<u>3,916.95</u>	<u>12,966.10</u>	(9,049.15)	-69.79%
Excess (deficiency) of revenues over (under) expenditures.....	<u>35,417.88</u>	<u>6,812.78</u>		
Fund balance, beginning of year.....	120,812.07	109,758.62		
Fund balance, end of year.....	<u>\$ 156,229.95</u>	<u>\$ 116,571.40</u>		

**CITY OF POOLER, GEORGIA**

Fund 230 - American Rescue Plan Local Fiscal Recovery Fund  
Comparative Statement of Revenues, Expenditures, and Changes in Fund Balances

For the Years Ended December 31, 2023 and 2022

	<u>2023</u>	<u>2022</u>		
REVENUES				
Intergovernmental grants.....	\$ 9,595,073.00	\$ -		
Investment earnings.....	6,696.45	6,542.85		
Total revenues.....	<u>9,601,769.45</u>	<u>6,542.85</u>	9,595,226.60	146652.10%
EXPENDITURES				
Current				
Health and welfare.....	-	-		
Total expenditures.....	<u>-</u>	<u>-</u>	-	
Excess (deficiency) of revenues over (under) expenditures.....	<u>9,601,769.45</u>	<u>6,542.85</u>		
OTHER FINANCING SOURCES (USES)				
Transfers out.....	<u>(9,609,445.14)</u>	-	(9,609,445.14)	
Total other financing sources (uses)	<u>(9,609,445.14)</u>	-		
Net change in fund balance.....	(7,675.69)	6,542.85		
Fund balance, beginning of year.....	7,675.69	1,132.84		
Fund balance, end of year.....	<u>\$ -</u>	<u>\$ 7,675.69</u>		



**CITY OF POOLER, GEORGIA**

Fund 275 - Accommodation Excise Tax Fund  
Comparative Statement of Revenues, Expenditures, and Changes in Fund Balances

For the Years Ended December 31, 2023 and 2022

	<u>2023</u>	<u>2022</u>		
REVENUES				
Taxes.....	\$ 2,781,888.74	\$ 2,432,110.42		
Total revenues.....	<u>2,781,888.74</u>	<u>2,432,110.42</u>	349,778.32	14.38%
EXPENDITURES				
Intergovernmental:				
Assistance.....	1,390,944.37	1,216,055.21		
Total expenditures.....	<u>1,390,944.37</u>	<u>1,216,055.21</u>	174,889.16	14.38%
Excess (deficiency) of revenues over (under) expenditures.....	<u>1,390,944.37</u>	<u>1,216,055.21</u>		
OTHER FINANCING SOURCES (USES)				
Transfers out.....	<u>(1,390,944.37)</u>	<u>(1,216,055.21)</u>	(174,889.16)	14.38%
Total other financing sources (uses)	<u>(1,390,944.37)</u>	<u>(1,216,055.21)</u>		
Net change in fund balance.....	-	-		
Fund balance, beginning of year.....	-	-		
Fund balance, end of year.....	<u>\$ -</u>	<u>\$ -</u>		

**CITY OF POOLER, GEORGIA**

**Fund 320 - Special Purpose Local Option Sales Tax (SPLOST) Fund  
Comparative Statement of Revenues, Expenditures, and Changes in Fund Balances**

**For the Years Ended December 31, 2023 and 2022**

	<u>2023</u>	<u>2022</u>		
<b>REVENUES</b>				
Intergovernmental.....	\$ 5,816,754.58	\$ 6,686,174.18		
Investment earnings.....	343,694.35	29,483.94		
Total revenues.....	<u>6,160,448.93</u>	<u>6,715,658.12</u>	(555,209.19)	-8.27%
<b>EXPENDITURES</b>				
Capital outlay				
Public safety.....	-	1,135,737.37		
Public works.....	1,900,963.98	960,527.05		
Recreation.....	2,262,516.85	563,883.80		
Debt service				
Principal.....	-	1,190,000.00		
Interest.....	-	309,278.66		
Total expenditures.....	<u>4,163,480.83</u>	<u>4,159,426.88</u>	4,053.95	0.10%
Excess (deficiency) of revenues over (under) expenditures.....	<u>1,996,968.10</u>	<u>2,556,231.24</u>		
Fund balance, beginning of year.....	<u>7,698,715.93</u>	<u>4,420,409.33</u>		
Fund balance, end of year.....	<u><u>\$ 9,695,684.03</u></u>	<u><u>\$ 6,976,640.57</u></u>		

**CITY OF POOLER, GEORGIA**

Fund 350 - Local Resources Fund

Comparative Statement of Revenues, Expenditures, and Changes in Fund Balances

For the Years Ended December 31, 2023 and 2022

	<u>2023</u>	<u>2022</u>	
REVENUES			
Intergovernmental.....	\$ -	\$ -	
Investment earnings.....	-	-	
Total revenues.....	<u>-</u>	<u>-</u>	-
EXPENDITURES			
Capital outlay			
General government.....	597,552.75	-	
Public safety.....	314,928.28	-	
Public works.....	620,805.33	-	
Recreation.....	100,060.37	-	
Total expenditures.....	<u>1,633,346.73</u>	<u>-</u>	1,633,346.73
Excess (deficiency) of revenues over (under) expenditures.....	<u>(1,633,346.73)</u>	<u>-</u>	
OTHER FINANCING SOURCES (USES)			
Transfers in.....	1,633,346.73	-	1,633,346.73
Total other financing sources (uses)	<u>1,633,346.73</u>	<u>-</u>	
Net change in fund balance.....	-	-	
Fund balance, beginning of year.....	-	-	
Fund balance, end of year.....	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	

# CITY OF POOLER, GEORGIA

## Fund 505 - Water and Sewer Fund Comparative Statement of Revenues, Expenses, and Changes in Net Position For the Years Ended December 31, 2023 and 2022

	<u>2023</u>	<u>2022</u>		
<b>OPERATING REVENUES</b>				
Water fees.....	\$ 4,734,868.79	\$ 4,345,320.38		
Sewer fees.....	5,706,693.54	5,522,048.63		
Miscellaneous fees.....	218,523.85	137,848.76		
Total operating revenues.....	<u>10,660,086.18</u>	<u>10,005,217.77</u>	654,868.41	6.55%
<b>OPERATING EXPENSES</b>				
<u>Sewer and Wastewater Treatment Plant</u>				
Purchased and contracted services.....	2,438,655.40	2,234,924.16		
Materials and supplies.....	2,131,566.42	1,800,568.04		
Total sewer and wastewater treatment plant.....	<u>4,570,221.82</u>	<u>4,035,492.20</u>	534,729.62	13.25%
<u>Water</u>				
Personnel services and employee benefits.....	734,510.20	711,451.22		
Purchased and contracted services.....	544,235.46	544,366.18		
Materials and supplies.....	2,373,113.12	2,237,191.10		
Total water.....	<u>3,651,858.78</u>	<u>3,493,008.50</u>	158,850.28	4.55%
Total operating expenses.....	<u>8,222,080.60</u>	<u>7,528,500.70</u>	693,579.90	9.21%
Operating income (loss).....	<u>2,438,005.58</u>	<u>2,476,717.07</u>	(38,711.49)	-1.56%
<b>NONOPERATING REVENUES (EXPENSES)</b>				
Interest income.....	480,204.80	115,553.88		
Interest expense.....	(330,362.18)	(313,069.46)		
Total nonoperating revenues (expenses).....	<u>149,842.62</u>	<u>(197,515.58)</u>	347,358.20	175.86%
Income (loss) before capital contributions.....	<u>2,587,848.20</u>	<u>2,279,201.49</u>	308,646.71	13.54%
<b>CAPITAL CONTRIBUTIONS AND TRANSFERS</b>				
Tap fees.....	840,709.70	560,464.28		
Capital cost recovery charges.....	5,020,565.78	7,291,337.76		
Transfers in.....	9,609,445.14	-		
Total capital contributions.....	<u>15,470,720.62</u>	<u>7,851,802.04</u>	7,618,918.58	97.03%
Change in net position.....	18,058,568.82	10,131,003.53	7,927,565.29	78.25%
Net position, beginning of year.....	63,204,310.41	54,822,228.61		
Net position, end of year.....	<u>\$81,262,879.23</u>	<u>\$64,953,232.14</u>		



## City of Pooler Fire-Rescue Services

### Fire-Rescue Report Dec. 1<sup>st</sup> – 31<sup>st</sup>, 2023

MAJOR INCIDENT TYPE	# INCIDENTS Dec. 2023	% Of TOTAL Dec. 2023	YEAR to Date 2023	YEAR to Date 2022
Fires	17	3.53%	156	160
❖ Structure Fires	8	-	52	60
Emergency Medical Service	275	54.24%	2912	3172
Motor Vehicle Collisions	63	12.43%	626	575
Technical Rescues	12	2.37%	98	101
Hazardous Condition (No Fire)	7	1.38%	80	105
Service Call	56	11.05%	573	634
Good Intent Call	43	8.38%	442	403
False Alarm & False Call	33	6.51%	441	424
Severe Weather & Natural Disaster	0	0	22	13
Special Incident/Citizen Complaint	1	0.2%	1	2
<b>TOTAL</b>	<b>507</b>	<b>100%</b>	<b>5351</b>	<b>5589</b>

*Dec. Call Volume **Increased** from 503 in 2022 to 507 in 2023, (.795 % increase)*

*For the year, call volume has decreased by 238 calls or 4.26%.*

**Total Fire Loss Year to Date 2023 - \$1,444,441**

**Total Fire Loss Year to Date 2022 - \$1,118,210**

	December	Year to Date
1. Child Locked in Auto	1	22
2. Animal Locked in Auto	0	26
3. Blood Draws	8	120

## Significant Incidents

1. **12/2 – 1229 Quacco near I-95 – Vehicle Crash with Entrapment** – 2 car head-on, 2 entrapped, 1 additional serious injuries, 1 fatality. Engine 604, Engine 601, Truck 601, Battalion 601 operated with 10 personnel for almost 3 hours on scene.
2. **12/5 – Somersby Blvd. – Finger caught in Toy** – Child with a finger caught in a toy – Engine 601, Truck 601, Battalion 601. Finger safely removed without injury.
3. **12/10 – Interstate 95 near Pine Barren overpass – Vehicle crash with Entrapment** – 4 cars, 2 head-on high speed, involving SPD officer, 3 entrapped in 3 separate vehicles, 2 fatalities, 1 additional serious injury. Engine 602, Engine 603, Engine 604, Truck 601, Truck 605, Battalion 601 operated with 16 personnel for over 4 hours on scene.
4. **12/19 – Interstate 95 at Interstate 16 - Vehicle Crash with Entrapment** – 2 car crash with a vehicle overturned on its side, 1 entrapped. E 602, Truck 601, Truck 605, Battalion 601 operated on scene with 10 personnel for almost 1 hour and 30 minutes. 3 patients with minor injuries.
5. **12/20 – Jimmy Deloch Parkway at Morgan Lakes Industrial - Vehicle Crash with Entrapment** - 2 vehicle, t-bone crash involving tractor-trailer, 1 patient entrapped 1 patient serious injuries, 1 patient with minor injuries. Engine 601, Engine 602, Truck 605, Truck 601, Battalion 601, EMS Capt. 601, Chief 601, Chief 603 operated on scene with 16 personnel for 3 hours and 20 minutes.
6. **12/24 – S.H. Morgan Parkway – Structure Fire** – dispatched as a fire alarm, units found vehicle on fire inside large storage building with sprinkler activation. Vehicle on fire in the unit. Engine 601, Engine 602, Engine 603, Truck 601, Battalion 601, Chief 601, Chief 602 operated for almost an hour.
7. **12/24 – Towne Center Drive – Tent/Woods Fire** – Homeless tent compound and woods on fire – Engine 602 responded and operated on scene for 30 minutes.
8. **12/28 – Pooler Parkway at Interstate 16 – Vehicle Crash with Rope Rescue** – 2 vehicle crash with 1 fatality and 2 minor injuries. Truck 601 used rope rescue system to assist in recovery. Engine 601, Engine 604, Truck 601, EMS Capt. 601, Battalion 601, Chief 601 operated with 12 personnel for almost 4 hours.
9. **12/29 – Interstate 95 at Highway 80 - Vehicle Crash with Entrapment** – 6 total vehicles involved including a tractor-trailer, 3 people entrapped in 2 vehicles, 3 others with minor injuries. Engine 601, Engine 602, Truck 601, Truck 605, Battalion 601, Chief 601 operated with 15 personnel for 1 hour, 30 minutes.
10. **12/24 & 12/25 – Various Locations – Units responded a total of 31 calls for service.**  
There were 5 reported fires that were found to be smoke only from cooking issues as well as the storage building fire, the tent compound fire and a variety of accidents and medical calls.



# Pooler Police Department

## Council Report

Monday January 22, 2024

DECEMBER 2023



- A total of **60 Part 1 crimes** were reported in the month of December.
- From the prior year 2022, there is a **decrease of 4%**
- A total of **22 shopliftings** were reported in the month of December.
- From the prior year 2022, this is an **increase of 6%**.
- **Total Calls for service** in December were **2,541**.
- From the prior year 2022, this is a **decrease of 7%**.
- A total of **1,405 citations** were issued in the month of December.
- From prior year 2022, this is a **decrease of 11%**
- A total of **109 arrests** were made in the month of December.
- From the prior year 2022, this is a **decrease of 8%**.
- A total of **21 DUI arrests** were made in the month of December.
- From the prior year 2022, this is a **decrease of 10%**.

Activity	Time Period 12/1-12/31/2023	Year to Date 2023	Year to Date 2022	Percentage Change from 22 - 23
Part 1 crimes	60	769	804	-4%
Shopliftings	22	303	287	6%
Calls for service	2,541	26,872	28,804	-7%
Citation	1,405	16,641	18,660	-11%
Arrests	109	1,492	1,614	-8%
DUI arrests	21	291	322	-10%

# Pooler Parks & Recreation



Monthly Report: December 2023

## Recreation Department

1 Dance classes continued in December. Registrations opened for January.

2 Gymnastics, classes continued in December. Registrations for new sessions opened.

3 Youth basketball practices continued at the gyms.

4 A Toys for Tots benefit baseball challenge was held at the Rec Complex.

5

6

7

## Senior Center

1 All regularly scheduled classes continued in November.

2 The center held its annual Christmas party at the Mighty 8th Airforce Museum.

3 Seniors had the opportunity to attend a trip to Callaway Gardens.

4 December day trips included trips to North Augusta and Savannah City Market.

5

6

## Parks

1 Parks performed routine maintenance at all 5 parks, the community and senior centers, and the cemetery.

2

3



**City of Pooler**  
Planning & Zoning Minutes  
**November 27, 2023**

**CALL TO ORDER:**

Chairman Matt Saxon called the meeting to order at 3:00 p.m.  
Commissioner Simmons led the Pledge of Allegiance.

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Matt Saxon	Chairman	Present
Brad Rife	Alternate	Present
Shirlenia Daniel	Commissioner	Absent
Sean Evans	Commissioner	Present
Wade Simmons	Commissioner	Present
Mark Williams	Commissioner	Present
Ashley Brown	Commissioner	Present
Pete Chaison	Commissioner	Present
Brian Crooks	City Planner	Present
Nicole Dixon	Planning & Development Director	Present
Kimberly Dyer	Zoning Administrator/Secretary	Absent

**APPROVAL OF MINUTES**

The minutes of the November 13, 2023, Pooler Planning and Zoning Commission were reviewed, and no corrections or amendments were noted.

**Result:** *Approved*

**1-Motion:** Commissioner Brown

**2-Second:** Commissioner Rife

**Passed without opposition.**

**NEW BUSINESS:**

**A. Zoning Map Amendment Request for Cheval Lane**

Nicole Dixon, Planning & Development Director, presented the request to the Commission for their review and recommendation. The request is to rezone approximately 21 acres from C-2 to R-3-B. David Hornsby, the applicant, spoke in favor of the request where the intent is to build 246 garden-style apartments. A resident of Bridgewater, Charles Archer, spoke in opposition of the request stating there is insufficient infrastructure to support the development, specifically road size of Pine Barren to handle any future traffic and school capacity at the nearby middle and elementary school. Commissioner Simmons asked if the applicant would be willing to participate in the improvements to the Pine Barren and Pooler Parkway intersection.

**Result:** *After review of the criteria, a motion was made to recommend approval of the map amendment from C-2 to R-3-B subject to the following conditions: the site shall not have access to Pine Barren Road, other than*

*any required for emergency access, except as part of any future curb cut on the extension of Cheval Lane and the applicant work with the City in contributing to improvements for the Pine Barren and Pooler Parkway Intersection.*

**1- Motion:** Commissioner Simmons

**2- Second:** Commissioner Williams

Passed without opposition.

The foregoing minutes are true and correct and approved by me on this 29<sup>th</sup> day of November 2023.

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Brian Crooks, City Planner

**City of Pooler  
Single Family Detached Permits  
December 2023**

<b>Date</b>	<b>Permit #</b>	<b>Subdivision</b>	<b>Address</b>	<b>Contractor</b>	<b>Owner</b>	<b>PIN #</b>	<b>Flood Zone/Flood Way</b>
12/4/2023	231619	Westbrook	726 Blue Moon Xing., Lot 936	Lennar Carolinas	Same	51009R05011	
12/4/2023	231620	Westbrook	724 Blue Moon Xing., Lot 937	Lennar Carolinas	Same	51009R05012	
12/4/2023	231621	Westbrook	124 Binscombe Ln., Lot 999	Lennar Carolinas	Same	51009R05065	
12/4/2023	231654	Westbrook	161 Wood Haven Ln., Lot 435	Tippins Homes, LLC	Steven Goldstein	51009G14006	Yes/No
12/5/2023	231684	Ellis Park	153 Kraft Kove, Lot 291	DR Horton	Same	51009Q11001	
12/5/2023	231685	Ellis Park	151 Kraft Kove, Lot 292	DR Horton	Same	51009Q11002	
12/5/2023	231686	Ellis Park	149 Kraft Kove, Lot 293	DR Horton	Same	51009Q11003	
12/11/2023	231695	Harmony	21 Jazz Dr., Lot 727	Landmark 24 Homes of Savannah	Same	51010F15012	
12/14/2023	231709	Telfair Park	113 Juliette Low Ln., Lot 412	Mungo Homes	Same	51009S05014	
12/14/2023	231731	Westbrook	117 Binscombe Ln., Lot 963	Lennar Carolinas	Same	51009R05028	
12/14/2023	231732	Westbrook	119 Binscombe Ln., Lot 964	Lennar Carolinas	Same	51009R05029	
12/14/2023	231733	Westbrook	121 Binscombe Ln., Lot 965	Lennar Carolinas	Same	51009R05030	
12/14/2023	231734	Westbrook	119 Holloway Hill, Lot 1016	Lennar Carolinas	Same	51009R05083	
12/14/2023	231735	Westbrook	117 Holloway Hill, Lot 1017	Lennar Carolinas	Same	51009R05084	
12/14/2023	231736	Westbrook	128 Holloway Hill, Lot 1039	Lennar Carolinas	Same	51009R05107	
12/18/2023	231742	Ellis Park	102 Fremont Ln., Lot 234	DR Horton	Same	51009Q03002	
12/14/2023	231748	Westbrook	725 Blue Moon Xing., Lot 917	Lennar Carolinas	Same	51009R03011	
12/14/2023	231756	Westbrook	115 Binscombe Ln., Lot 932	Lennar Carolinas	Same	51009R05027	
12/14/2023	231757	Westbrook	122 Binscombe Ln., Lot 1000	Lennar Carolinas	Same	51009R05066	
12/14/2023	231758	Westbrook	130 Holloway Hill, Lot 1040	Lennar Carolinas	Same	51009R05108	
12/14/2023	231759	Westbrook	132 Holloway Hill, Lot 1041	Lennar Carolinas	Same	51009R05109	
12/20/2023	231771	Harmony	139 Melody Dr., Lot 613	Landmark 24 Homes of Savannah	Same	51010F05085	Yes/No
12/20/2023	231772	Harmony	5 Cantata Cr., Lot 706	Landmark 24 Homes of Savannah	Same	51010F15006	
12/20/2023	231773	Harmony	18 Cantata Cr., Lot 719	Landmark 24 Homes of Savannah	Same	51010F14005	
12/20/2023	231774	Forest Lakes	154 Champlain Dr., Lot 1007	Landmark 24 Homes of Savannah	Same	51014C11007	Yes/No
<b>Total</b>	<b>25</b>						

**City of Pooler  
Townhome Permits  
December 2023**

<b>Date</b>	<b>Permit #</b>	<b>Subdivision</b>	<b>Address</b>	<b>Contractor</b>	<b>Owner</b>	<b>PIN #</b>
12/8/2023	231696	Savannah Quarters-Easthaven	278 Oldwood Dr., Lot 519	Dream Finders Homes, LLC	Same	51009N06120
12/8/2023	231697	Savannah Quarters-Easthaven	280 Oldwood Dr., Lot 520	Dream Finders Homes, LLC	Same	51009N06119
12/8/2023	231698	Savannah Quarters-Easthaven	282 Oldwood Dr., Lot 521	Dream Finders Homes, LLC	Same	51009N06118
12/8/2023	231699	Savannah Quarters-Easthaven	284 Oldwood Dr., Lot 522	Dream Finders Homes, LLC	Same	51009N06117
12/8/2023	231700	Savannah Quarters-Easthaven	286 Oldwood Dr., Lot 523	Dream Finders Homes, LLC	Same	51009N06116
12/8/2023	231701	Savannah Quarters-Easthaven	151 Overbrook Ct., Lot 549	Dream Finders Homes, LLC	Same	51009N06079
12/8/2023	231702	Savannah Quarters-Easthaven	153 Overbrook Ct., Lot 550	Dream Finders Homes, LLC	Same	51009N06080
12/8/2023	231703	Savannah Quarters-Easthaven	155 Overbrook Ct., Lot 551	Dream Finders Homes, LLC	Same	51009N06081
12/8/2023	231704	Savannah Quarters-Easthaven	157 Overbrook Ct., Lot 552	Dream Finders Homes, LLC	Same	51009N06082
12/8/2023	231705	Savannah Quarters-Easthaven	159 Overbrook Ct., Lot 553	Dream Finders Homes, LLC	Same	51009N06083
12/18/2023	231743	Westbrook	189 Holloway Hill, Lot 1064	DR Horton	Same	51009R04046
12/18/2023	231744	Westbrook	187 Holloway Hill, Lot 1065	DR Horton	Same	51009R04045
12/18/2023	231745	Westbrook	185 Holloway Hill, Lot 1066	DR Horton	Same	51009R04044
12/18/2023	231747	Westbrook	183 Holloway Hill, Lot 1067	DR Horton	Same	51009R04043
12/18/2023	231749	Westbrook	194 Holloway Hill, Lot 1118	DR Horton	Same	51009R05143
12/18/2023	231750	Westbrook	196 Holloway Hill, Lot 1119	DR Horton	Same	51009R05144
12/18/2023	231751	Westbrook	198 Holloway Hill, Lot 1120	DR Horton	Same	51009R05145
12/18/2023	231752	Westbrook	200 Holloway Hill, Lot 1121	DR Horton	Same	51009R05146
12/18/2023	231753	Westbrook	202 Holloway Hill, Lot 1122	DR Horton	Same	51009R05147
12/18/2023	231754	Westbrook	204 Holloway Hill, Lot 1123	DR Horton	Same	51009R05148
<b>Total</b>	<b>20</b>					



**Misc. Permits December 2023**

Date	Permit #	Address	Contractor	Owner	Project Type	PIN #	Flood Zone
12/4/2023	230712	123 Canal St., Ste. 201	Signs by James	Joseph Zdrilch	Wall Sign		
12/13/2023	230982	344 Spanton Crescent	McClains Shallow Well	DJ Desai	Shallow Well		
12/13/2023	230983	181 Woodhaven Ln	McClains Shallow Well	Mike Neal	Shallow Well		
12/13/2023	230984	196 Woodhaven Ln	McClains Shallow Well	Mike Rogers	Shallow Well		
12/13/2023	230985	301 Cardinal St.	McClains Shallow Well	James Gay	Shallow Well		
12/11/2023	231550	Harmony Townhomes	JDH Decks and Fences	Godley Station Enterprises LLC	Vinyl Fence for Townhomes		
12/13/2023	231633	150 Tupelo St.	McClains Shallow Well	Chuck Tippins	Shallow Well		
12/11/2023	231636	1127 Forest Dr	Charity Daniels	Same	Detached Garage	5001402010	
12/11/2023	231637	1127 Forest Dr	Charity Daniels	Same	Close in Garage	5001402010	
12/1/2023	231677	155 Traders Way Unit 150	Lee's Signs	Micah Linton	Wall Signs		
12/1/2023	231680	205 Grand Central Blvd.	WH Bass Inc	Same	Temporary Construction/Office Trailer		
12/4/2023	231688	1513 Quacco Rd.	Mr. Rooter	Regina Morton-Dillion	Excavation/Encroachment		
12/4/2023	231689	112 Charles Ln.	Pride Pools	Desiree & Mike Bogacz	Inground Fiberglass Pool		
12/11/2023	231690	118 Pipemakers Cr. Unit 101	Stewart Electrical Solutions LLC	Pooler Real Estate Group LLC	Electrical		
12/5/2023	231692	143 Puttenham Xing.	David Haynes	Jeffrey & Donna Jepson	Pool House	51009G02015	
12/5/2023	231693	1219 Estates Way	JJ Select LLC	Mattie Allen	Interior Renovation	51011A05015	
12/6/2023	231694	133 Coleman Blvd. Unit 100	VSC Fire & Safety	Sunport Holdings	Fire Sprinkler System		
12/8/2023	231712	Petworth Pl/Oldwood dr.	Georgia Power Company	Same	Excavation/Encroachment		
12/11/2023	231714	323 Benton Dr.	Ram Jack of SC	Chrinstian Rodriguez	Foundation		
12/12/2023	231715	143 Fremont Ln.	Palmetto Solar	Drayton Holdings LLC	Roof Mounted Solar Panels		
12/12/2023	231716	135 Fremont Ln.	Palmetto Solar	Drayton Holdings LLC	Roof Mounted Solar Panels		
12/12/2023	231717	1220 E whay 80	Signs by James	PDT Westside LLC	Monument and Wall Sign		
12/12/2023	231718	1212 E Hwy 80 Unit 800	Signs by James	Heidi Mae Sinsuat	Wall Sign		
12/11/2023	231719	100 Half Moon Way	Firmo Construction	Same	Temporary Construction/Office Trailer		
12/11/2023	231720	110 Southern Junction Blvd Ste 103	Doug Bean Signs	Rumors Properties LLC	Wall Signs		
12/12/2023	231721	151 Fremont Ln.	Palmetto Solar	Drayton Holdings LLC	Roof Mounted Solar Panels		
12/11/2023	231722	113 Champlain Dr.	JDH Decks and Fences	Jaykumar Patel	Black Aluminum Fence		
12/11/2023	231723	132 Brooklyn Way	Superior Fence and Rail	Charles Barron	6' White Vinyl Privacy Fence		
12/15/2023	231725	212 Grasslands Dr.	Thomas Hall	Same	Storage Building		
12/18/2023	231726	Pooler Pkwy	Flock Safety	Same	Excavation/Encroachment		
12/13/2023	231727	130 Greenhill Close	McClains Shallow Well	Chuck Tippins	Shallow Well		
12/14/2023	231755	1711 Dean Forest Rd.	Joyner Electric	Golden Property Management	Electrical		
12/20/2023	231770	500 E Hwy 80	AAA Sign Co Inc	Pooler Exchange LLC	4 Wall Signs		
12/20/2023	231775	20 Cross Gate Ct.	Thompson & Thompson Plumbing & Heating	Judy Donovan	Mechanical		
12/20/2023	231776	10 Oldwood Dr.	JDH Decks and Fences	Robert Sibicki	4' Aluminum Fence		
12/21/2023	231777	126 Martello Rd.	Express Sunrooms of Savannah	Michael Gilenson	Covered Patio/Screen Room	51009M01095	
12/20/2023	231778	232 Benelli Dr.	Veterans Fence and Supply	Timothy Boles	6' Shadowbox Wood Fence		
12/20/2023	231779	Westbrook Ln	Georgia Power Company	Same	Excavation/Encroachment		
12/20/2023	231780	S Rogers St.	Southeast Utilities	Comcast	Excavation/Encroachment		
12/20/2023	231781	5212 Old Louisville Rd.	Southeast Utilities	Comcast	Excavation/Encroachment		
12/20/2023	231782	Towne Center Blvd.	Southeast Utilities	Comcast	Excavation/Encroachment		
12/21/2023	231785		Griffin Contracting Ince	Alterra Property Group	Demolition	5098703012	
<b>Total</b>	<b>42</b>						

**City of Pooler  
Certificate of Occupancy  
December 2023**

Date	Permit #	Subdivision	Address	Type of Construction	Contractor	Owner
12/1/2023	230812	Westbrook	139 Binscombe Ln., Lot 974	Single Family Detached	Lennar Carolinas LLC	Same
12/1/2023	231042	Ellis Park	136 Charles Ln., Lot 254	Single Family Detached	DR Horton	Same
12/1/2023	231050	Ellis Park	12 Kraft Kove, Lot 284	Single Family Detached	DR Horton	Same
12/6/2023	220863	Westbrook	11 Water Oak Ct., Lot 404	Single Family Detached	Transcend Custom Homes	Greg Schuman
12/7/2023	231047	Ellis Park	146 Charles Ln., Lot 259	Single Family Detached	DR Horton	Same
12/7/2023	231046	Ellis Park	144 Charles Ln., Lot 258	Single Family Detached	DR Horton	Same
12/7/2023	230578	Towne Park Pooler	556 Governor Treutlen Cr., Lot 77	Townhome	Beacon Builders	Same
12/7/2023	230579	Towne Park Pooler	558 Governor Treutlen Cr., Lot 78	Townhome	Beacon Builders	Same
12/7/2023	230580	Towne Park Pooler	560 Governor Treutlen Cr., Lot 79	Townhome	Beacon Builders	Same
12/7/2023	230581	Towne Park Pooler	562 Governor Treutlen Cr., Lot 80	Townhome	Beacon Builders	Same
12/7/2023	230582	Towne Park Pooler	564 Governor Treutlen Cr., Lot 81	Townhome	Beacon Builders	Same
12/7/2023	231586	Towne Park Pooler	559 Governor Treutlen Cr. Lot 108	Townhome	Beacon Builders	Same
12/7/2023	231587	Towne Park Pooler	557 Governor Treutlen Cr., Lot 109	Townhome	Beacon Builders	Same
12/7/2023	231588	Towne Park Pooler	555 Governor Treutlen Cr., Lot 110	Townhome	Beacon Builders	Same
12/7/2023	231351		1215 E. Hwy 80 Unit 600	Retail Buildout	Phoenix Contracting Partners	T&M Commercial Development
12/8/2023	220983	Westbrook	117 Waterside Ln., Lot 191	Single Family Detached	Village Park Homes LLC	Same
12/8/2023	220984	Westbrook	119 Waterside Ln., Lot 492	Single Family Detached	Village Park Homes LLC	Same
12/8/2023	230424	Tanger Outlets	120 Tanger Outlets Blvd.	Shoe Station Shell	DooleyMack Constructors	DPG Single Tenant Georgia LLC
12/8/2023	231028	Tanger Outlets	120 Tanger Outlets Blvd.	Shoe Station Buildout	TDS Construction Ince	Shoe Carnival
12/11/2023	230564	Towne Park Pooler	547 Governor Treutlen Cr., Lot 114	Townhome	Horizon Home Builders	Same
12/11/2023	230565	Towne Park Pooler	545 Governor Treutlen Cr., Lot 115	Townhome	Horizon Home Builders	Same
12/11/2023	230566	Towne Park Pooler	543 Governor Treutlen Cr., Lot 116	Townhome	Horizon Home Builders	Same
12/11/2023	230567	Towne Park Pooler	541 Governor Treutlent Cr. Lot 117	Townhome	Horizon Home Builders	Same
12/13/2023	231543	Harmony	5 Harmony Ct.	Room Addition	Zea Home Improvement LLC	Denise Felton
12/13/2023	220864	Westbrook	202 Wood Haven Ct., Lot 409	Single Family Detached	Tanscend Custom Homes LLC	LKB Investments LLC
12/14/2023	231239	Ellis Park	120 Windrush Pines, Lot 302	Single Family Detached	DR Horton	Same
12/14/2023	231240	Ellis Park	118 Windrush Pines, Lot 303	Single Family Detached	DR Horton	Same
12/14/2023	231241	Ellis Park	116 Windrush Pines., Lot 304	Single Family Detached	DR Horton	Same
12/14/2023	230056		2321 Pooler Pkwy	Retail Shell	The Dewitt-Tilton Group	Mitul Patel
12/14/2023	230772		2321 Pooler Pkwy Unit 111	Mattress Store Buildout	The Dewitt-Tilton Group	Mitul Patel
12/15/2023	230897	Telfair Park	135 Jepson Way, Lot 429	Single Family Detached	Mungo Homes	Same
12/15/2023	230816	Westbrook	116 Holloway Hill, Lot 1033	Single Family Detached	Lennar Carolinas LLC	Same
12/15/2023	230211	Benton Grove Townhomes	10 Naples Ln., Lot 22A	Townhome	Dream Finders Homes LLC	Same
12/15/2023	230212	Benton Grove Townhomes	8 Naples Ln., Lot 22B	Townhome	Dream Finders Homes LLC	Same
12/15/2023	230213	Benton Grove Townhomes	6 Naples Ln., Lot 22C	Townhome	Dream Finders Homes LLC	Same
12/15/2023	230214	Benton Grove Townhomes	4 Naples Ln., Lot 22D	Townhome	Dream Finders Homes LLC	Same
12/15/2023	230215	Benton Grove Townhomes	2 Naples Ln., Lot 22E	Townhome	Dream Finders Homes LLC	Same
12/19/2023	230786		1585 Pooler Pkwy	McDonald's Restaurant	Davies General Contractors	Sea Marshes Development
12/19/2023	230811	Westbrook	137 Binscombe Ln., Lot 973	Single Family Detached	Lennar Carolinas LLC	Same
12/20/2023	231045	Ellis Park	142 Charles Ln., Lot 257	Single Family Detached	DR Horton	Same
12/20/2023	231163	Ellis Park	126 Kraft Kove, Lot 277	Single Family Detached	DR Horton	Same
12/20/2023	231167	Ellis Park	118 Kraft Kove, Lot 281	Single Family Detached	DR Horton	Same
12/20/2023	220406		1702 Pooler Pkwy Unit 111	Mad Maggies Brew Pub	J L Wallace of Savannah LLC	Michael & Kimberly Johns

**City of Pooler  
Certificate of Occupancy  
December 2023**

<b>Date</b>	<b>Permit #</b>	<b>Subdivision</b>	<b>Address</b>	<b>Type of Construction</b>	<b>Contractor</b>	<b>Owner</b>
12/21/2023	230754	Westbrook	169 Holloway Hill, Lot 1074	Townhome	DR Horton	Same
12/21/2023	231165	Ellis Park	122 Kraft Kove, Lot 279	Single Family Detached	DR Horton	Same
12/21/2023	231242	Ellis Park	114 Windrush Pines, Lot 305	Single Family Detached	DR Horton	Same
12/22/2023	231166	Ellis Park	120 Kraft Kove, Lot 280	Single Family Detached	DR Horton	Same
12/28/2023	231021	Westbrook	136 Binscombe Ln., Lot 993	Single Family Detached	Lennar Carolinas LLC	Same
<b>Total</b>	<b>48</b>					



**Monthly Report  
December 2023**

**INSPECTORS**

Scott MacPherson	306	Inspections (Included in Salary)
Frank Garza	591	Inspections (Included in Salary)
Josh Moody		Inspections
<b>Total Inspections:</b>	897	Inspections



# CITY of POOLER

— GEORGIA —

## PROCLAMATION

### *National Human Trafficking Prevention Month*

**WHEREAS,** In 2000, the Trafficking Victims Protection Act (TVPA) was passed to combat human trafficking both in the United States and abroad. Furthermore, in 2010 the United States dedicated the month of January to raise awareness about human trafficking and educate the public about this crime.

**WHEREAS,** Chatham County ranks fourth in the State of Georgia for reported cases of sex trafficking of minors. The City of Pooler recognizes that human trafficking victimizes citizens in every community, city, state, and country, and is committed to combating human trafficking.

**WHEREAS,** To fill a gap in services in Chatham County for victims of human trafficking, Tharros Place has opened a 12-bed residential facility for survivors of human trafficking, girls ages 12-17, to provide trauma informed, client centered care, open and staffed by trained and experienced professionals 24 hours a day, 7 days a week.

**WHEREAS,** The City of Pooler acknowledges National Human Trafficking Prevention Month and upholds our commitment to protect victims, educate the public, prosecute traffickers, and abolish human trafficking.

**NOW, THEREFORE,** I, Karen L. Williams, Mayor of the City of Pooler, Georgia, do hereby declare that Pooler will partner with other local, state, and national organizations in designating January 2024 as Human Trafficking Prevention Month in order to promote awareness of and education about trafficking to encourage all Georgians to understand, recognize, and fight human trafficking.



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**Karen L. Williams, Mayor**

**ATTEST:**

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**Kiley Fusco, Clerk of Council**

**RESOLUTION 2024-01.A**  
**Authorizing Withdrawal of Municipal Public Moneys**

**WHEREAS** the City of Pooler (Municipality) has funds deposited in a qualified financial institution.

**WHEREAS** it is necessary to identify designated check signers to sign checks in accordance with state law, for payment or withdrawal of money from the Municipality's deposit accounts.

**THEREFORE, BE IT RESOLVED** by the Pooler City Council, that any one of the persons holding the offices of this Municipality designated below is hereby authorized to sign checks in accordance with state law, for payment or withdrawal of money from deposit accounts maintained by this Municipality at the financial institution.

Karen L. Williams, Mayor

Matthew E. Saxon, Assistant City Manager

Christopher T. Lightle, Chief Finance Officer

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Approved by the Mayor and Council of Pooler on the 16th day of January 2024.

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Karen L. Willams, Mayor

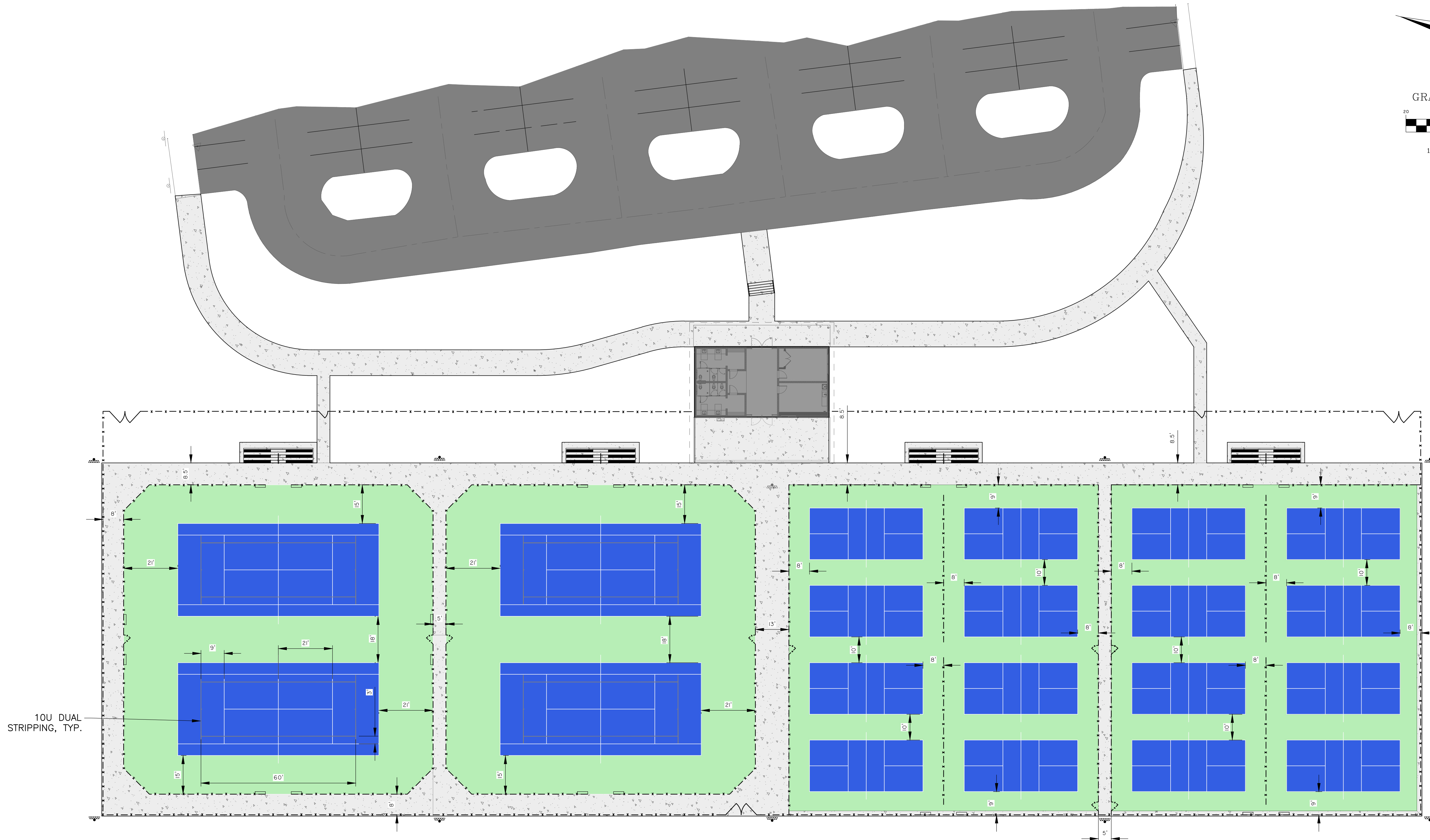
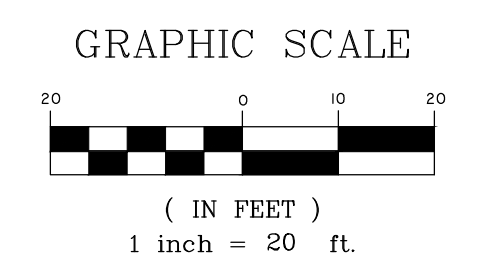
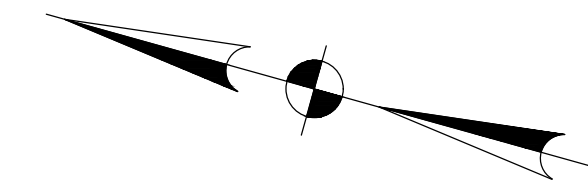
Attested by:

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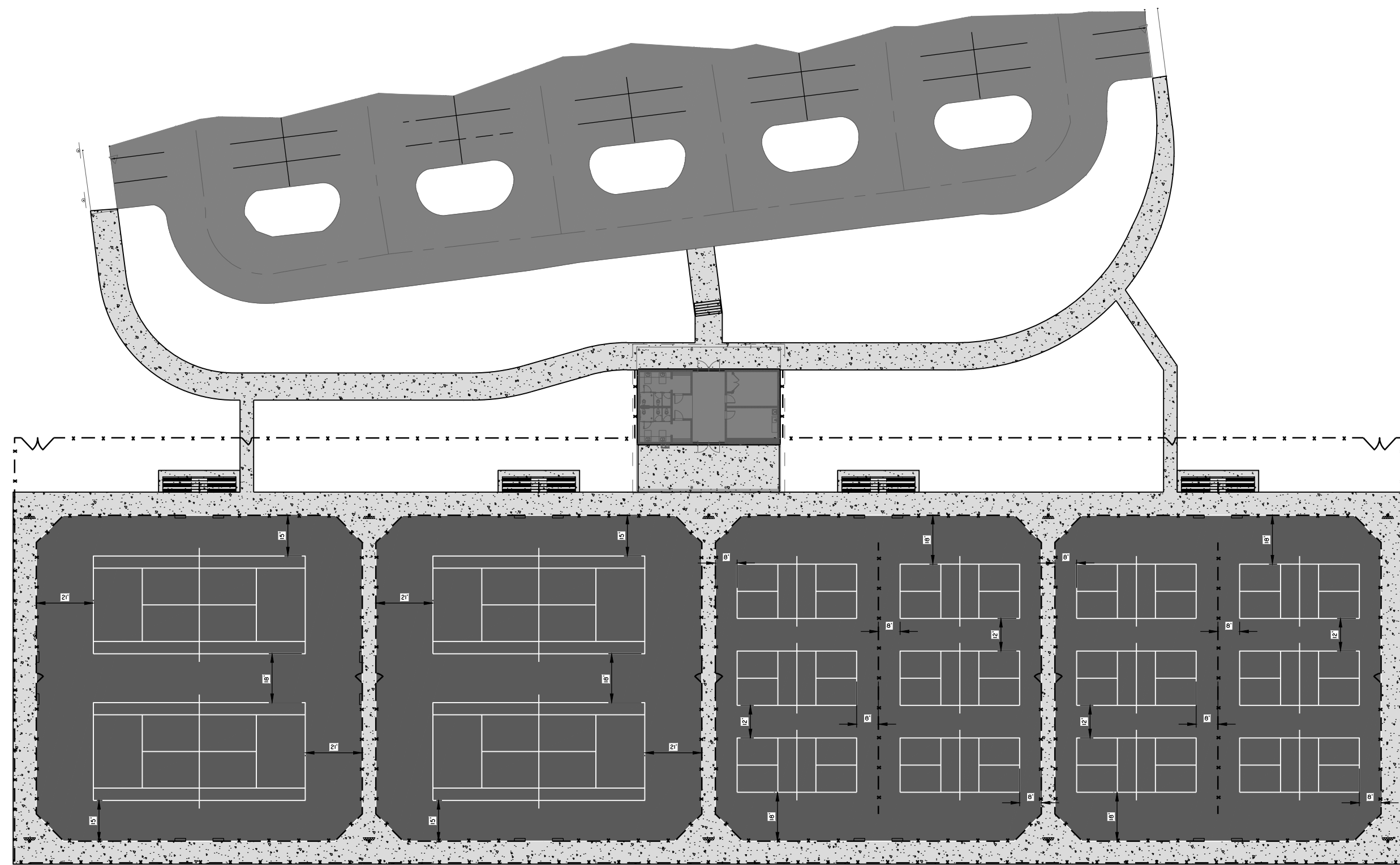
Kiley Fusco, City Clerk

Motion to Elect Mayor Pro Tem

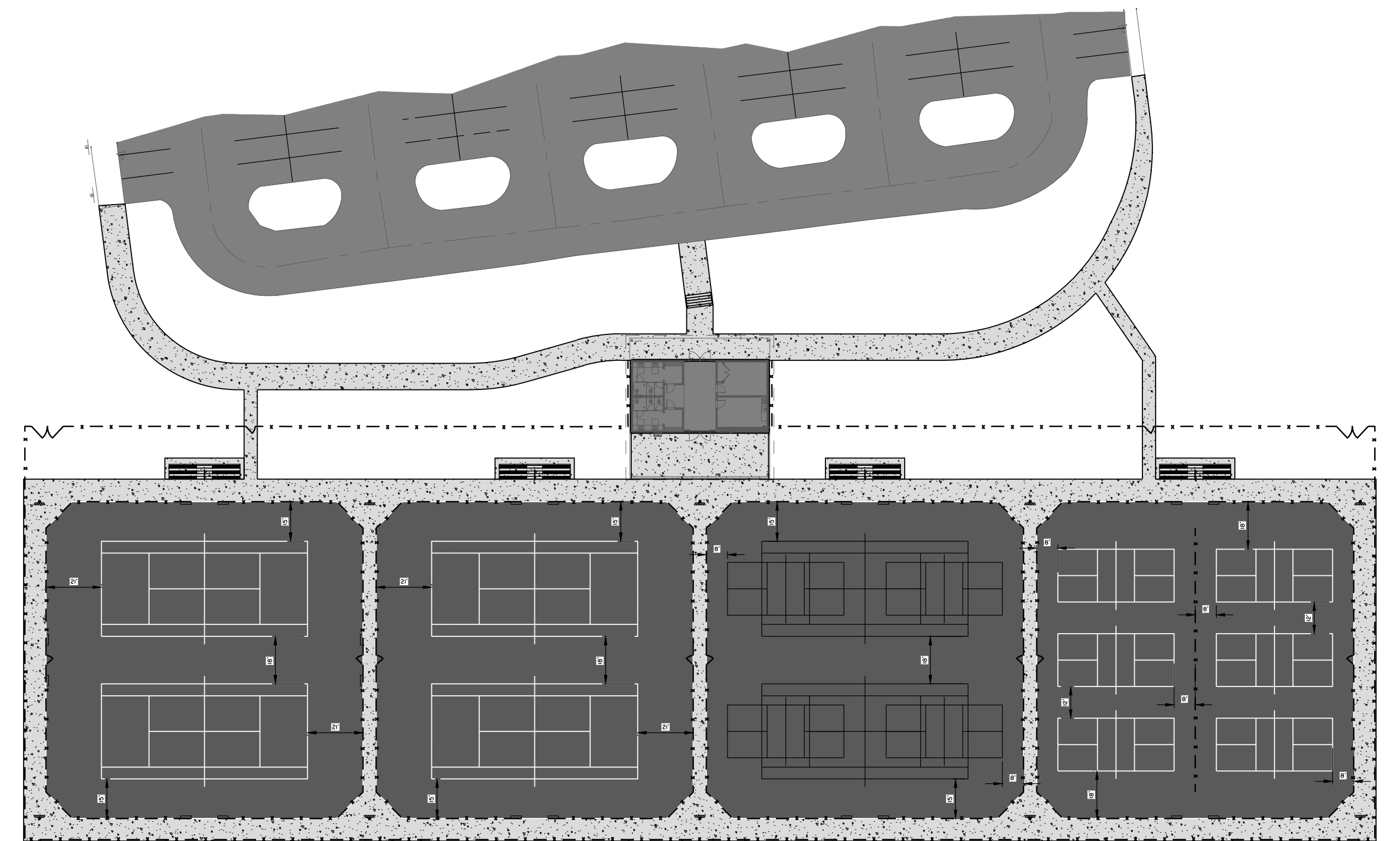
Council Meeting Start Times



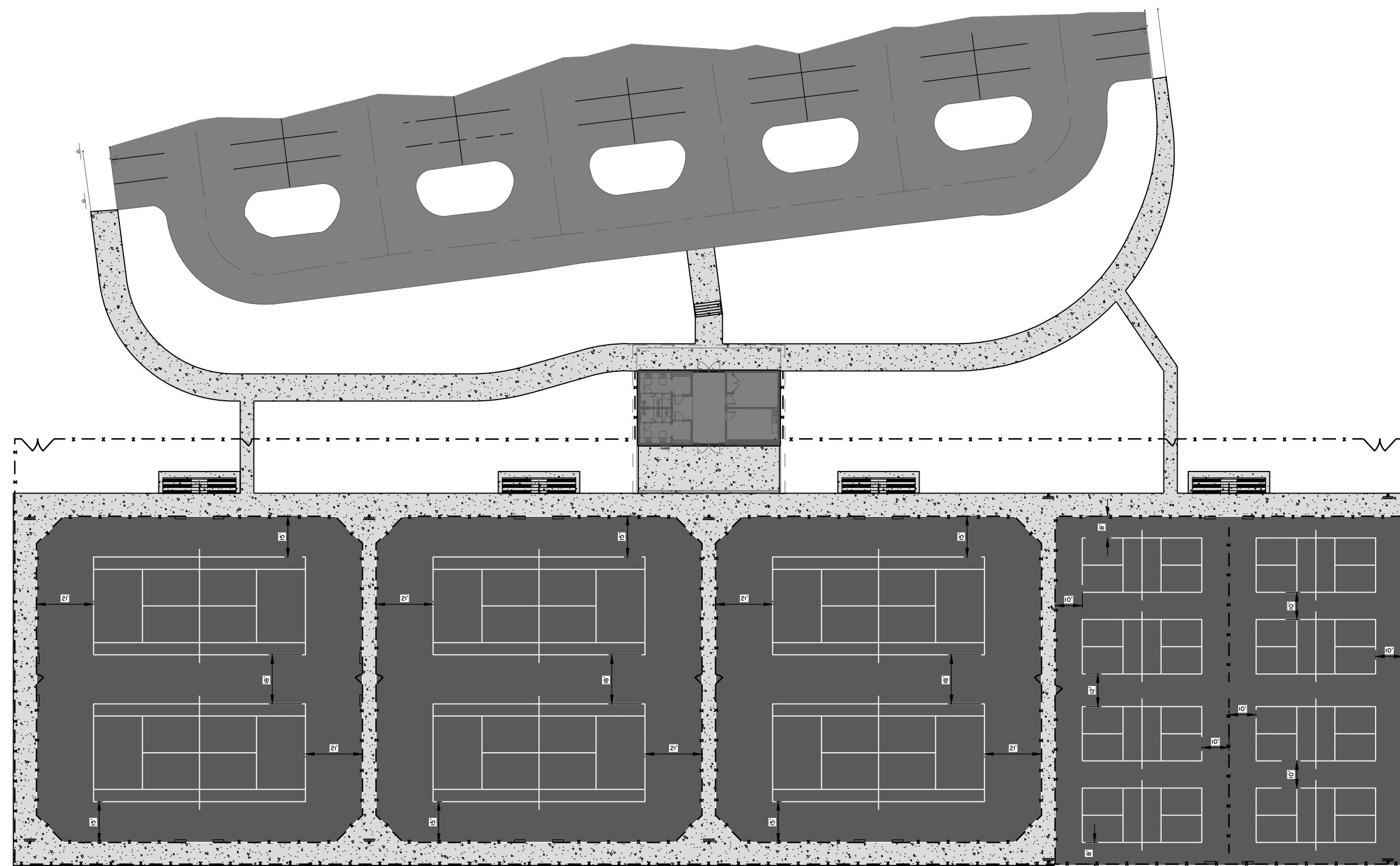
6/1/23 Layout  
4 - Tennis Courts/10U striping (ghosted)  
16 - Pickleball Courts



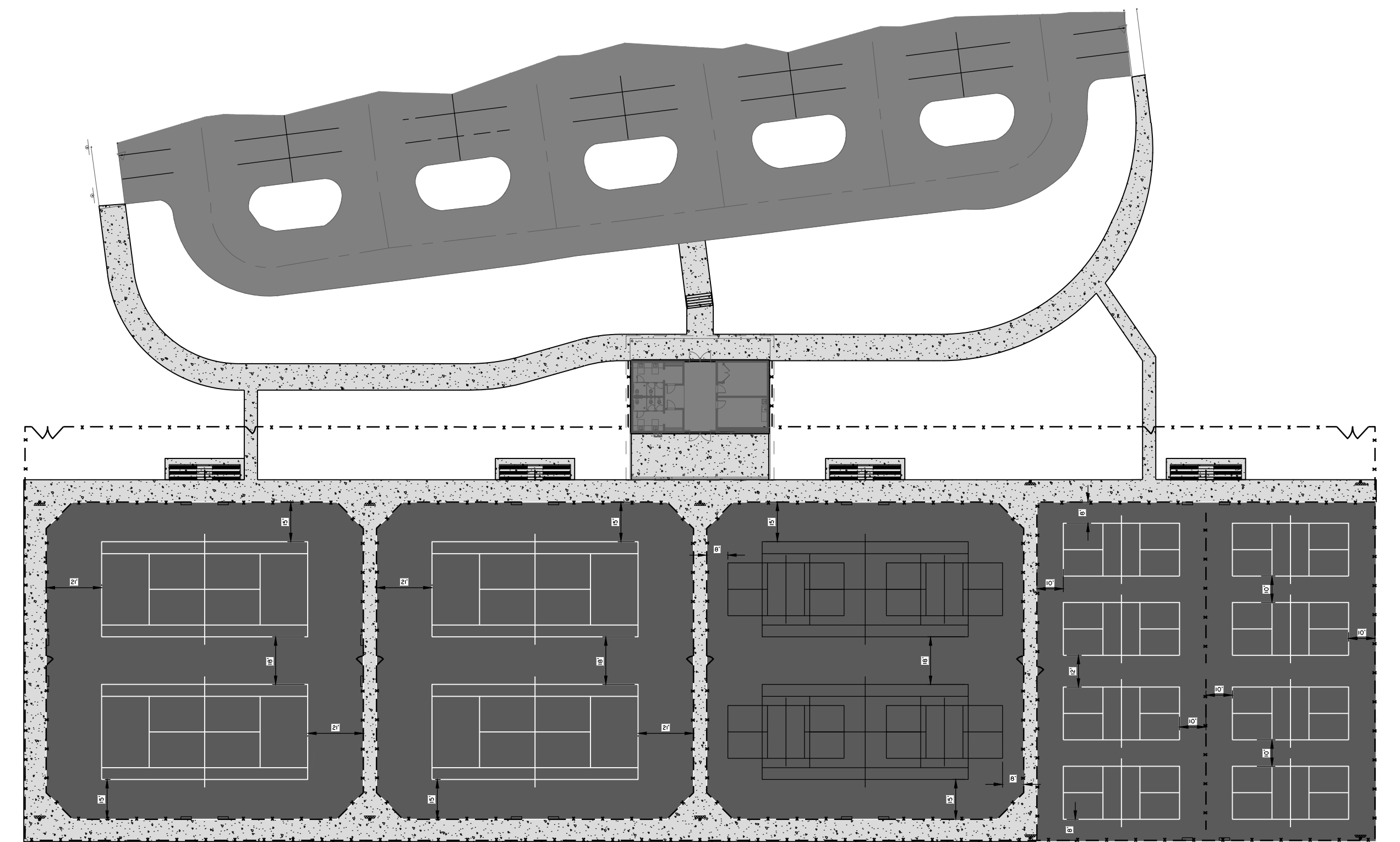
OPTION 1: 4 TENNIS COURTS & 12 PICKLEBALL COURTS



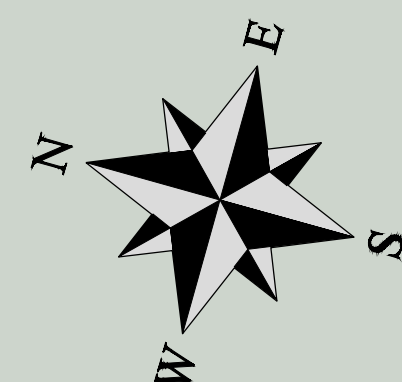
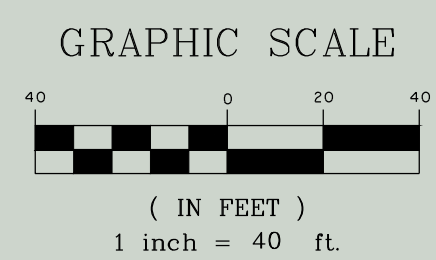
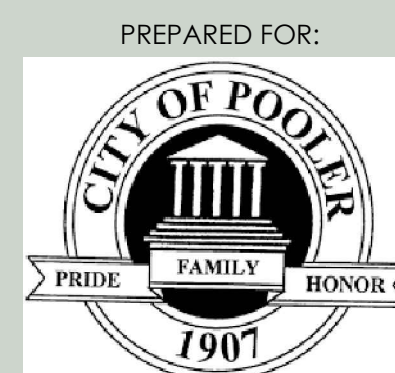
OPTION 2: 6 TENNIS COURTS & 10 PICKLEBALL COURTS  
(INCLUDES MULTI-STRIPED COURTS)



OPTION 3: 6 TENNIS COURTS & 8 PICKLEBALL COURTS



OPTION 4: 6 TENNIS COURTS & 12 PICKLEBALL COURTS  
(INCLUDED MULTI-STRIPED COURTS)



Layout Options  
**Pooler Tennis Complex**  
 Pooler, GA

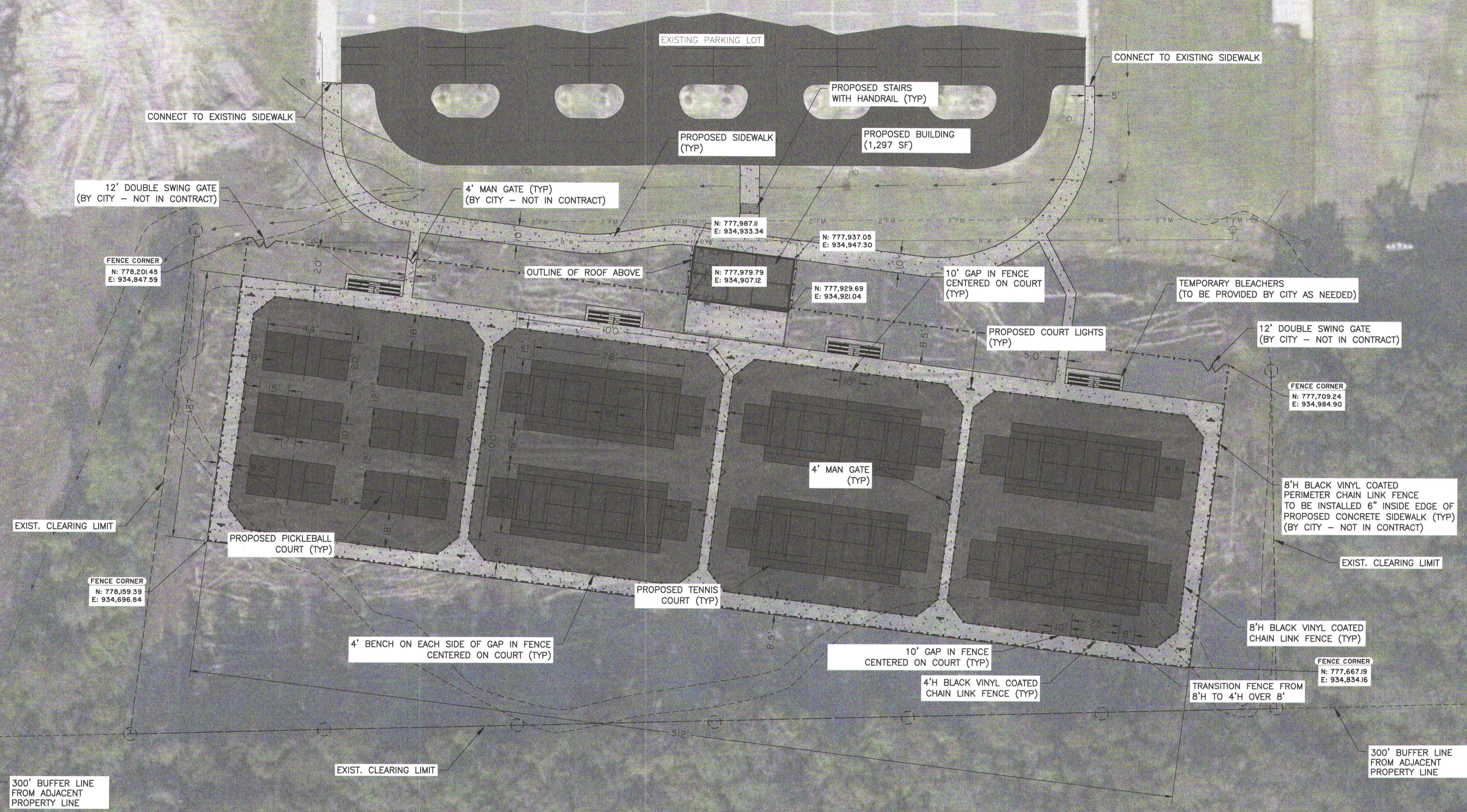
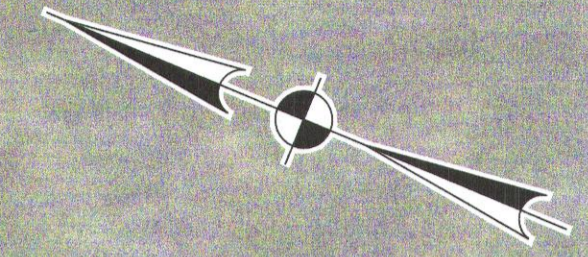
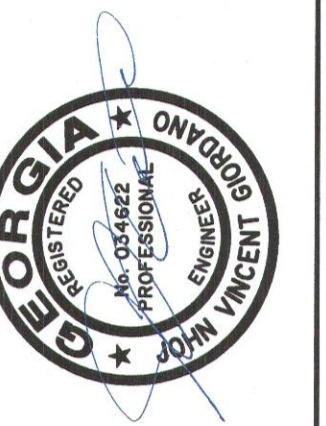
April 17, 2023

**THOMAS & HUTTON**  
 50 Park of Commerce Way  
 Savannah, GA 31405 • 912.234.5300  
 www.thomasandhutton.com

This map illustrates a general plan of the development which is for discussion purposes only, does not limit or bind the owner/developer, and is subject to change and revision without prior written notice to the holder. Dimensions, boundaries and position locations are for illustrative purposes only and are subject to an accurate survey and property description.

COPYRIGHT © 2020 THOMAS & HUTTON

2025/05/15 10:00 AM C:\PROJECTS\POOLER\DRAWINGS\CONSTRUCTION\PLANS\SITE.LAY - 11.000 - 06.24.21 - 7/11 AM



NO.	REVISIONS	BY	DATE

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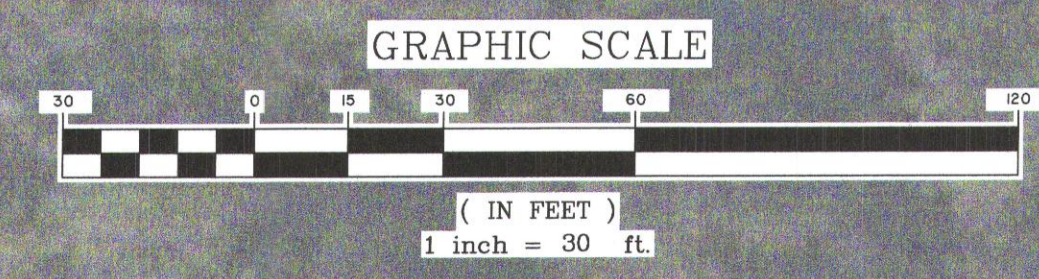
**CITY OF POOLER**  
 POOLER, GA 31322

**POOLER RECREATIONAL COMPLEX**

**SITE LAYOUT PLAN**

JOB NO: J-25396.0001  
 DATE: 06/24/21  
 DRAWN: WJW  
 DESIGNED: WJW  
 REVIEWED: JVG  
 APPROVED: JVG  
 SCALE: 1" = 30'

**C1.1**







**CITY of POOLER**  
— GEORGIA —

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**CITY COUNCIL REGULAR MEETING – STAFF REPORT**

January 16, 2024 – 6:00PM | Council Chamber, 100 SW Highway 80

**Staff Report**

**Subject:** Grant Approval

**Author:** G. Wade Simmons, Fire Chief

**Department:** Fire-Rescue

**Meeting Date:** 1/16/2024

**Summary Recommendation:** Staff recommends approving the grant award from Firehouse Subs Public Safety Foundation in the amount of \$47,104.80.

**Executive Summary/Background:** Pooler Fire-Rescue is constantly looking for additional funding sources to use to assist in purchasing the specialized items required to operate the department at the highest levels possible.

Pooler Fire recently applied for a grant through the Firehouse Subs Public Safety Foundation. The request was for a 16' rescue boat meeting FEMA USAR (Urban Search & Rescue) standard, with a double trailer, needed options and attachments.

Laying in a coastal county, the threat of hurricanes and other related water emergencies is great. The city sits roughly 20' or less above sea level and receives over 46 inches of rain annually, making flooding a concern throughout the year. The heavy rain and relatively flat terrain results in the city having in excess of 500 storm water ponds and canals to help contain the runoff. We have faced several minor brushes with tropical storms and several water rescue incidents over the past several years which resulted in us obtaining a used inflatable rescue boat that became available from a department that was closing. In addition, we obtained some used dive/water rescue gear to increase our capabilities to perform water rescue operations. The boat has been used several times and during training, it recently had a failure of the motor mount area where it separated from the boat structure. After consultation with a repair facility locally, it was determined that while it could be fixed temporarily, it was going to continue to fail in a similar fashion due to the design of the boat. We have decided it would be better for safety and longevity to go with a "metal" boat design as our primary boat, due to the debris encountered within the bodies of water during storm responses. While an inflatable works in our retention/detention ponds. Since our participation in the state USAR program, we used the federal boat design standard, so the unit would also be deployable throughout the Southeast region in the event of a significant storm. While these are a low frequency occurrences, they are extremely dangerous operations without the proper equipment.

In 2019 during a severe rainstorm (7.5" of rain in 12 hours) that resulted in at least 4 rescue calls with multiple people in cars and homes and personnel operating in chest deep water with no boat.

In another incident, personnel entered the water using firefighting breathing equipment to secure/search a car sinking in a 40' deep pond. The final incident was a vehicle that crashed in the water and was sinking with an occupant inside. Firefighters entered the water, without gear, removed the 80-year-old driver and brought him out into the 20+ foot deep pond to bring him ashore. A boat would have made this a much safer rescue and not exposed the patient to the water or further injury.

The purchase of this equipment will make our jobs safer to perform and increase the potential for a positive outcome during a life and death situation. Since 2019, we have had at least, 11 incidents where the boat would have made a difference in a safer operation for firefighters and/or the victims.

While the grant doesn't require any matching funds, we have requested an update to the price since it has been longer than 90 days. Supply chain issues have been wreaking havoc with pricing over the last several years. If there is an increase, we will use funding already approved in the 2024 budget for water rescue equipment.

**Options/Alternatives for Council to Consider:**

**Recommended Option:** Accept the grant award of \$47,104.80.

**Attachments:** Copy of Award email.

## Wade Simmons

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**From:** Firehouse Subs Public Safety Foundation <foundation@firehousesubs.com>  
**Sent:** Tuesday, January 9, 2024 12:12 PM  
**To:** Wade Simmons; Scott Cribbs  
**Cc:** Weaver, Chad; Fred Clark; Firehouse Subs Public Safety Foundation  
**Subject:** \*\*EXTERNAL EMAIL\*\*APPROVED: Q1 2024 Firehouse Subs Public Safety Foundation Grant  
**Attachments:** Donated by-logo for grants (1).jpg; Foundation Logo jpg-RGB (1).jpg; Foundation Logo-VectorCMYK (1).ai; Foundation Logo-VectorCMYK (1).eps; Q1 2024 PSF Press Release Template FINAL.pdf; Q1 2024 PSF Social Template FINAL.pdf

**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Dear Chief Simmons & Scott,

We are pleased to announce that the Firehouse Subs Public Safety Foundation Board of Directors has awarded the **City of Pooler, on behalf of Pooler Fire Rescue in Pooler, GA** the requested **R One Series Inflatable Boat, Motor, Rescue Platform, Command Console, Trailer, Light Bar Mount, Tool Box & Accessories** valued at up to **\$47,104.80**. If your grant award must be approved by your city council, please add this item to the agenda immediately, and contact us with the meeting date.

### **PROCUREMENT:**

We will contact you no later than Friday, February 9, 2024 to initiate the procurement process. There are two possible methods for procurement, to be determined by our Foundation:

- Direct Purchase made by the Foundation  
OR
- Memo of Understanding. NOTE: Our Foundation provides funding via ACH transfer only. We are unable to fund a grant award by paper check.

**Do not make advanced purchases, as failure to adhere to our chosen method will jeopardize your grant award.** If you have any fulfillment questions, please email [Procurementfoundation@firehousesubs.com](mailto:Procurementfoundation@firehousesubs.com).

### **PUBLIC RELATIONS (PR) NOTES**

- PR announcements from your organization regarding the grant award are optional. If you choose to share the good news, please use the attached press release template and/or social media post template and send it back to [Foundation@firehousesubs.com](mailto:Foundation@firehousesubs.com) for review and approval (allowing for 72 hours turnaround time). *Please do not pitch or post before receiving approval from the Foundation team.*

Use of the Firehouse Subs Public Safety Foundation logo:

- We ask that your organization acknowledges the grant by displaying our Foundation logo on granted items/equipment whenever possible. Our Foundation logo is attached for your convenience. Please note that the final artwork will need to be approved by our Foundation via [Foundation@firehousesubs.com](mailto:Foundation@firehousesubs.com) before being displayed.

Did you know?

More than 70% of the funds raised for the Firehouse Subs Public Safety Foundation come from

the generosity of Firehouse Subs guests and the restaurant brand? Please consider supporting a Firehouse Subs restaurant near you.

We are very excited to assist your organization and ultimately improve the lifesaving capabilities of your community.

### **Firehouse Subs Public Safety Foundation**

12735 Gran Bay Parkway, Suite 150, Jacksonville, FL 32258

[foundation@firehousesubs.com](mailto:foundation@firehousesubs.com)

[FirehouseSubsFoundation.org](http://FirehouseSubsFoundation.org)

[Twitter](#)   [Facebook](#)

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**The email contained attachments that have been removed or modified:**

- Q1 2024 PSF Press Release Template FINAL.docx - convert doc files to pdf
- Q1 2024 PSF Social Template FINAL.docx - convert doc files to pdf

**To retrieve the original attachments, [click here](#)**