

A G E N D A
City Council Meeting
Monday, June 1, 2026 – 6:00 p.m.

➤ **OPENING**

- **Call to Order**
- **Invocation**
- **Pledge of Allegiance**
- **Roll Call**
- **Executive Session – Personnel Matter**

➤ **FORMAL PUBLIC COMMENT**

Formal Public Comment – City Council Agenda Protocol

The City of Garden City has identified this portion of the meeting to allow individuals an opportunity to formally address the City Council on issues of importance. Garden City requires that individuals who desire to formally address the City Council submit a written request form outlining the subject matter that they intend to discuss so that they can be placed on the meeting agenda. Members of the public desiring to be placed on the agenda to present or address matters to the City Council must submit a formal **“REQUEST TO BE PLACED ON THE CITY COUNCIL AGENDA”** form to the Office of the City Manager at least 10 days prior to the requested City Council meeting date that you wish to speak. City Council meetings are held on the first and third Monday of each month so the request must be submitted no later than 5:00 pm on the Friday which constitutes 10 days prior. The request can be done in person, regular mail, fax or e-mail and the speaker should obtain acknowledgement of the request from the City to demonstrate that the 10 day requirement has been met. The request form may be obtained from the Office of the City Manager and on the City’s website www.gardencity-ga.gov. The request should state the name of the individual(s) desiring to be heard and the subject matter to be presented to City Council. Requests may be referred at the discretion of the City Manager, to appropriate staff for mediation prior to being placed on the public agenda. Please be advised the completion of a request form does not entitle the speaker to be added to the agenda.

➤ RECEIPT OF INFORMAL PUBLIC COMMENT

Procedure: To best manage this meeting section, any person who desires to address the City Council must sign up using the process outlined on the website where this meeting is advertised. Once recognized by the Mayor, the person will be allowed to speak in accordance with the Informal Public Comment–Speaker Protocols outlined below.

Informal Public Comment – Speaker Protocol

The City of Garden City believes that any member of the general public should be afforded the opportunity to address the City Council provided that designated rules are followed by the speaker. Any member of the public who wishes to address the City Council and offer public comment on items within the City Council's jurisdiction, may do so during the Informal Public Comment period of the meeting. However, no formal action will be taken on matters that are not part of the posted agenda. Informal Public Comments are scheduled for a total of fifteen (15) minutes and each person will be limited to three (3) minutes. In order to ensure the opportunity for all those desiring to speak before the Council, there is no yielding of time to another speaker. Speakers not heard during the limited fifteen (15) minute period will be first to present their comments at the next Council meeting. The opportunity to address City Council on a topic of his/her choice shall be used by an individual only one (1) time per month. It may not be used to continue discussion on an agenda item that has already been held as a public hearing. Matters under negotiation, litigation, or related to personnel will not be discussed. If a member of the general public would like to address the City Council during the Informal Public Comment portion of the meeting, please respectfully indicate your desire to address the City Council when the Mayor solicits members of the general public to come forward and speak. You will be recognized by the Mayor and asked to come forward to the podium so that you can address the City Council in accordance with the rules outlined herein. Once the speaker has been recognized to speak, he/she will be given three (3) minutes to address the City Council. The speaker should not attempt to engage the City Council and/or Staff in a discussion/dialogue and the speaker should not ask specific questions with the expectation that an immediate answer will be provided as part of the three (3) minute time frame since that is not the intent of the Informal Public Comment period. If the speaker poses a question or makes a request of the City, the Mayor may refer the issue or request to the City Manager for follow up. At the conclusion of the three (3) minute time period, the speaker will be notified that his/her time has elapsed and the next speaker will be recognized to come forward to the podium and address the City Council. The Mayor may rule out of order any Speaker who uses abusive or indecorous language, if the subject matter does not pertain to the City of Garden City, or if the Speaker(s) attempts to engage the City Council Members in a discussion or dialogue on issues. City Council shall not discuss non-agendized matters because it does not give the public adequate notice. Accordingly, City Council shall be limited to asking factual and clarifying questions of staff, and when appropriate, the Council may consider placing a matter on a future agenda. In addition, it is not reasonable to expect staff to respond to any of a variety of issues on which they may or may not be prepared to respond to on a moment's notice, so the City Manager may respond, or direct staff to respond at a later time.

➤ PUBLIC HEARINGS

Speaking to a Public Hearing Item Protocol

In the interests of time and to ensure fairness of all persons who appear before the City Council to speak for or against a public hearing item, speakers will be limited to three (3) minutes each to address City Council except as described herein. One speaker for the Petitioner may address the City Council for no more than 10 minutes, unless extended by the Mayor. In an effort help the City Council and the general public to better understand the issues, the Mayor may request that a City staff member address the City Council from the podium. Speakers from the general public may only speak when recognized by the Mayor during the public hearing. Speakers will be asked to come to the podium to address the City Council for three (3) minutes and they shall state their name and resident address for the record.

Speakers addressing City Council on a public hearing item should coordinate comments to respect City Council's time limits. Groups should select a spokesperson to present the major points that summarize their position and opinions. Speakers are urged to be brief and non-repetitive with their comments. Comments shall specifically address the public hearing item before the City Council, and the speaker shall maintain appropriate tone and decorum when addressing the City Council. City Council may ask questions of the applicant, speakers, or staff during these proceedings only for the purpose of clarifying information. The speaker shall not direct derogatory comments to any individual, organization, or business. At the conclusion of the three (3) minute time period, the speaker will be notified that his/her time has elapsed, and the next speaker will be recognized to come forward to the podium and address the City Council. Once the public hearing is closed on an item, there will be no further opportunity for formal or informal public input at a City Council meeting.

***PROCEDURES FOR CONDUCTING PUBLIC HEARINGS ON PROPOSED ZONING DECISIONS BEFORE
GARDEN CITY'S MAYOR AND COUNCIL AND STANDARDS GOVERNING THE EXERCISE OF
CITY COUNCIL'S ZONING POWER***

Procedures for Conducting Public Hearings on Proposed Zoning Decisions:

All public hearings conducted by the Mayor and Council on Garden City, Georgia, on proposed zoning decisions shall be conducted as follows:

- (1) All public hearings by the Mayor and Council on zoning amendments shall be chaired by the Mayor.
- (2) The Mayor shall open the hearing by stating the specific zoning amendment being considered at the public hearing and further stating that printed copies of the adopted standards governing the exercise of the Mayor and Council's zoning power and the procedures governing the hearing are available to the public.
- (3) The Director of the City's Planning and Zoning Department shall advise the Mayor and Council of the recommendation of the Planning Commission when applicable.
- (4) The Mayor shall determine the number of attendees who desire to testify or present evidence at the hearing.
- (5) When there is a large number of individuals wishing to testify at a hearing, the Mayor may invoke time limits on individual speakers. In such cases, these time limits shall apply to all speakers. Proponents, including the petitioner or the petitioner's agent requesting the zoning decision, shall have no less than ten (10) minutes for the presentation of data, evidence, and expert opinions; opponents of the proposed decision shall have an equal minimum period of time. The Mayor may grant additional time; provided, however, an equal period of time shall be granted both sides.
- (6) The petitioner requesting such zoning decision, or the applicant's agent, shall be recognized first and shall be permitted to present and explain the request for the zoning decision. Thereafter, all individuals who so desire shall be permitted to speak in favor of the zoning decision.
- (7) After all individuals have had an opportunity to speak in accordance with subparagraph (6) above, those individuals present at the public hearing who wish to speak in opposition to the requested zoning decision shall have an opportunity to speak.
- (8) The Mayor may limit repetitious comments in the interest of time and may call for a show of hands of those persons present in favor of or opposed to the proposed decision.
- (9) It shall be the duty of the Mayor to maintain decorum and to assure the public hearing on the proposed decision is conducted in a fair and orderly manner.
- (10) Once all parties have concluded their testimony, the Mayor shall adjourn the public hearing.

Standards Governing the Exercise of The Zoning Powers of Garden City's Mayor and Council:

Prior to making a zoning amendment, the Mayor and Council shall evaluate the merits of a proposed amendment according to the following criteria:

- (1) Is this request a logical extension of a zoning boundary which would improve the pattern of uses in the general area?
- (2) Is this spot zoning and generally unrelated to either existing zoning or the pattern of development of the area?
- (3) Could traffic created by the proposed use or other uses permissible under the zoning sought traverse established single-family neighborhoods on minor streets, leading to congestion, noise, and traffic hazards?
- (4) Will this request place irreversible limitations or cause material detriment on the area similarly zoned as it is or on future plans for it?
- (5) Is there an imminent need for the rezoning and is the property likely to be used for the use requested?
- (6) Would the proposed use precipitate similar requests which would generate or accelerate adverse land use changes in the zone or neighborhood?

➤ **Approval of City Council Minutes**

- Consideration of the minutes from the May 18th Pre-Agenda Session and City Council Meeting minutes.

➤ **ITEMS FOR CONSIDERATION**

- **Ordinance – Text Amendment (Department of Governmental Affairs and Strategic Initiatives):** An ordinance by the Mayor and Council amending the code of ordinances of Garden City to establish the Department of Governmental Affairs and Strategic Initiatives; to provide for the appointment and duties of a director; to establish the scope of the department’s legislative and intergovernmental responsibilities; requiring the presentment of an amendment to the city’s financial reports and annual budget to establish a separate budget for the operations of said department; to repeal conflicting ordinances; and for other lawful purposes.
- **Resolution – EPD STAR Grant Program:** A resolution authorizing the City of Garden City to participate in the Georgia Environmental Protection Division’s local government Scrap Tire Abatement Reimbursement (STAR) grant program and authorizing the City Manager to execute all necessary agreements and documents.

➤ **ADJOURN**

SYNOPSIS
Pre-Agenda Session
Monday, May 18, 2026 - 5:30 p.m.

Call to Order: Mayor Campbell called the pre-agenda session to order at approximately 5:30pm and offered the prayer.

Attendees:

Council Members: Mayor Bruce Campbell, President of Council Natalyn Morris, Councilmember Michael Bruner, Councilmember Figiel, Councilmember Richard Lassiter, and Councilmember Debbie Ruiz. Absent: Mayor Pro Tem Gwyn Hall.

Staff Members: Rhonda Ferrell-Bowles, City Manager; James P. Gerard, City Attorney; Gil Ballard, Police Chief; Cliff Ducey, Parks and Recreation Director; Mike Dick, Fire Chief; Katie Draeger, Finance Director; Mack Roberts, Fire Marshal; Marth Vallada, Water Operations Interim Director; and Tonya Roper, Clerk of Council.

Mayor's Updates

None

City Council Updates

The City Manager confirmed Councilmember Ruiz request to be contacted by the Planning Director regarding a code inquiry.

City Manager Updates

The City Manager provided an overview of the agenda.

1. Approval of City Council Minutes

Consideration of the minutes from the May 4th Pre-Agenda Session and City Council meeting minutes and the May 11th Workshop meeting minutes.

2. Items for Consideration

- a. The resolution for the emergency management service agreement is for debris removal, reduction and disposal services. The agreement is for three contractors. CrowderGulf, LLC will be the primary contractor with DRC Emergency Services, LLC, and Ceres Environmental Services, both as secondary contractors.

- b. The NFPA Firewise Program is a resolution for a program that helps communities minimize the risk of wildfires. The program encourages property owners to adopt wildfire mitigation practices. The Fire Chief spoke about the program at the previous workshop.

- c. Georgia House Bill 1186 is a resolution to dissolve the Garden City Area and Convention Visitors Bureau to turn all the assets and obligations of the authority to Garden City.
 - a. The City Attorney confirmed Councilmember Morris' inquiry regarding the authorization of HB1186 on May 11th by the Governor.
- d. The agreement for Motorola Solutions Inc.'s proposal is a resolution to install a DAS system at City Hall.
 - a. City Hall was not equipped with a system when it was built in 2009. The Police Department installed a system and now this system has failed and is not repairable. The system is needed for the safety of the employees, the general public, and uninterrupted communications.
 - b. The Police Chief addressed Councilmember Ruiz' inquiry of a mini station being located within the new recreational complex. The location has been discussed with the Planning Director in terms of zoning. There are certain zoning regulations for a system to be placed within a building. If the space works, it will be at the corner of the building. The weakness of the system is along the middle corridor of the building, which we hope is not an issue at the new complex. There is an uncertainty of issues with a system that is unknown until we move into a building.
- e. The resolution for the media campaign is for the new recreation complex. It is to accept a marketing campaign from WTOC to promote the recreation complex.
 - a. The Government Affairs Director addressed Councilmember Figiel inquiry on whether the proposal allowed for a trial run of a starting out with four months and then eight months once we have seen the results from the four-month period. The proposal was presented with a 12-month timeframe and as mentioned at the previous workshop, the city is able to pause the marketing campaign. The contract has to run a minimum of four months at a time.
 - b. Councilmember Bruner stated the campaign has to run 90 days and then give 30-day notification to cancel. The City Attorney confirmed the rate of \$2750.00 on a month-to-month basis and can be terminated with reasonable notice.
 - c. The Government Affairs Director confirmed the campaign proposal timeline to start awaits the approval by Council and they are prepared to move forward with production with the anticipation of having a campaign for review by June 1. The City Manager confirmed a budget amendment is needed to include the campaign if approved.

- f. The legislative lobbying services resolution is to authorize staff to request for proposals for the upcoming 2027 legislative session.
 - a. The City Manager explained the overall process involved with selection to include the RFP, advertising, the forming of a committee, interviews and bringing in Council to meet the candidate.
 - b. The City Manager addressed Councilmember Bruner's inquiry regarding items requiring the support of a lobbyist. For the 2027 cycle, the City is seeking funding for a Wastewater Treatment Plant. Applications have been submitted, and the city is still moving through the process.
- g. The resolution for the manhole rehabilitation is to award the project for Redmond Avenue.
 - a. The City Manager explained that Dustcom was discussed as an option at the previous workshop with a bid of \$62,325; however, due to Staff being unable to assist with flow bypassing and traffic control - the City Attorney advised Staff to go with the low bidder which is Savannah River Utilities.
 - b. The City Manager addressed Councilmember Bruner's inquiry about whether or not Savannah Utilities completed their previous projects in a proper manner. There were matters of projects being completed in a timely manner; therefore, the project will be monitored for any concerns as it would be for any project. A discussion occurred amongst Council with the Water/Sewer Operations Interim Director and City Manager referencing the outcomes of projects in relation to culverts, ditches, paving, and fencing.

Briefing

The City Attorney further clarified the resolution for the media campaign proposal agreement. The termination depends upon the kind of service being received. For the monthly broadcast schedule, WTOC digital projects require a minimum of two weeks cancellation notification. Monthly extended network digital campaigns require 30 day written cancellation after a minimum of 90 days. It depends on the type of production being made for the type of notice to be given.

Councilmember Bruner talked about the media campaign proposal's summary on cancellation notification which appears to depend upon what type of ad is being ran – television ads for longer notices versus social media being a shorter notification period.

Councilmember Morris expressed concern to the Clerk of Council regarding the minutes of the May 4th Pre-Agenda summary for the discussion regarding administrative operations in the event of the absence of the City Manager, and the establishment, housing, and potential expansion of a Government Affairs and Strategic Initiatives Department. Councilmember Morris stated, although the topic of conversation got off base with discussion of personnel matters, the summary was too

abbreviated and needs to reflect the dialogue that occurred prior to the discussion for any continued conversations to occur within an executive session for personnel matters.

The Clerk of Council is to review the May 4th Pre-Agenda session notes and provide the correction as requested.

Adjournment: Given no other items to discuss, the Mayor and City Council adjourned the pre-agenda session at approximately 5:47pm.

*Transcribed & submitted by: The Clerk of Council
Accepted & approved by: The City Council 6-01-26*

MINUTES

City Council Meeting Monday, May 18, 2026 – 6:00 p.m.

Call to Order: Mayor Campbell called the meeting to order at approximately 6:00 p.m.

Opening: Mayor Campbell gave the invocation and led the City Council in the Pledge of Allegiance.

Roll Call

City Council Members: Mayor Bruce Campbell, President of Council Natalyn Morris, Councilmember Bruner, Councilmember Figiel, Councilmember Richard Lassiter, and Councilmember Debbie Ruiz.
Absent: Mayor Pro Tem Gwyn Hall.

Staff Members: Rhonda Ferrell-Bowles, City Manager; James P. Gerard, City Attorney; Gil Ballard, Police Chief; Mike Dick, Fire Chief; Cliff Ducey, Parks and Recreation Director; Mack Roberts, Fire Marshal; Marth Vallada, Water/Sewer Operations Interim Director; Tonya Roper, Clerk of Council; and Andrew Guzman, IT Tech.

Informal Public Comment: Given no comments, Mayor Campbell closed this section for informal public comment.

City Council Minutes: Councilmember Morris made a motion to approve the minutes of the May 4th Pre-Agenda Session and City Council meeting minutes and the May 11th Workshop meeting minutes with any necessary corrections that need to be made. Councilmember Bruner seconded the motion. The motion passes with all voting in favor of the motion.

Items for Consideration:

Resolution – Emergency Management Service Agreement: The Clerk of Council read the heading of a resolution by Mayor and Council to contract with CrowderGulf, LLC to be designated as primary contractor with both DRC Emergency Services, LLC and Ceres Environmental Services, Inc. being designated as secondary contractors for debris removal, reduction, and disposal services.

The City Manager stated the city feels it is in its best interest to have three potential contactors during a storm to be able to handle debris removal, reduction, and disposal services.

Councilmember Lassiter made a motion to approve the resolution. The motion is seconded by Councilmember Ruiz; the motion passes with all voting in favor of the motion.

Resolution – NFPA Firewise Program: The Clerk of Council read the heading of a resolution of the Mayor and Council authorizing the Garden City Fire Department to implement the National Fire Protection Association (NFPA) Firewise USA program; providing an effective date; and for other lawful purposes.

The City Manager stated the Firewise USA Program helps communities minimize the risk of wildfires and encourages property owners to adopt wildfire mitigation practices.

Councilmember Bruner made a motion to approve the resolution to adopt the NFPA Firewise Program. Councilmember Morris seconded the motion; the motion passes with all voting in favor of the motion.

Resolution – Georgia House Bill 1186 (CVB Authority): The Clerk of Council read the heading of a resolution by Mayor and Council implementing the provisions of Georgia House Bill 1186; recognizing the repeal of the act creating the Garden City Area Convention and Visitors Bureau Authority; accepting the devolution of all assets and obligations of said authority; authorizing the execution of instruments of conveyance; appointing authorized signatories; and for other lawful purposes.

The City Manager stated House Bill 1186 was signed by the Governor on May 11, 2026. It repeals the local act creating the Garden City Area and Convention and Visitors Bureau and all assets and obligations of the authority shall devolve to Garden City.

Councilmember Ruiz made a motion to approve the resolution. Councilmember Bruner seconded the motion; the motion passes with all voting in favor of the motion.

Resolution – Motorola Solutions Inc. Proposal Agreement (Police Dept.): The Clerk of Council read the heading of a resolution of the Mayor and Council authorizing the purchase and installation of a Motorola Solutions in-building Distributed Antenna System(DAS) for city hall; authorizing the execution of a purchase order or contract in the amount of \$126,281.00; providing for a two-installment payment plan; authorizing budget amendments to the FY2026 and FY2027 SPLOST funds; and for other purposes.

The City Manager stated when city hall was built in 2009, the building was not equipped with a building-wide DAS system, and the Police Department installed a system which is no longer working and cannot be repaired. It is important that the city has uninterrupted communications between the public safety and the first responders.

Councilmember Morris made a motion to approve the resolution for the Motorola Solutions proposal agreement. Councilmember Lassiter seconded the motion. A vote is taken, and the motion passes with all voting in favor of the motion.

Resolution – Media Campaign Proposal Agreement (New Recreation Complex): The Clerk of Council read the heading of a resolution by the Mayor and Council accepting a marketing and advertising proposal for the city's new recreational complex from WTOC; authorizing the City Manager to execute the agreement; providing for an effective date; and for other lawful purposes.

The City Manager stated this resolution is to accept the marketing proposal to promote the new recreation complex.

Councilmember Ruiz made a motion to approve the resolution. Councilmember Morris seconded the motion. The motion passes by majority with Councilmember Lassiter, Councilmember Morris,

Councilmember Ruiz and Mayor Campbell voting in favor of the motion. Councilmember Bruner and Councilmember Figiel voted in opposition.

Resolution – Legislative Lobbying Services: The Clerk of Council read the heading of a resolution of the Mayor and Council authorizing the Director of Governmental Affairs and Strategic Initiatives to prepare and advertise a request for proposals (RFP) for legislative lobbying services; to establish the scope of monitoring and advocacy at the Georgia State Capitol; to repeal all resolutions in conflict herewith; and for other lawful purposes.

The City Manager stated the resolution authorizes Staff to move forward with preparing the RFP to request proposals for lobbying services for the upcoming 2027 Legislative session.

Councilmember Morris made a motion to approve the resolution. Councilmember Lassiter seconded the motion. A vote is taken and passes with all voting in favor of the motion.

Resolution – Manhole Rehabilitation Project Award (Redmond Avenue): The Clerk of Council read the heading of a resolution of the Mayor and Council authorizing the award of a contract to Savannah River Utilities for the repair of a sewer manhole on Redmond Avenue in the amount of \$50,520.00 and for other related purposes.

The City Manger stated this resolution is to award the contract for the Redmond Avenue manhole rehabilitation project to the low bidder, Savannah River Utilities.

Councilmember Bruner made a motion to approve the resolution; the motion is seconded by Councilmember Figiel and passes with all voting in favor of the motion.

Adjournment: Mayor Campbell called for a motion to adjourn the meeting. Councilmember Morris made a motion to adjourn at approximately 6:10pm. The motion was seconded by Councilmember Bruner and passed without opposition.

Transcribed & submitted by: The Clerk of Council

Accepted & approved with amended correction by: The City Council on 6-01-26

ORDINANCE NO. 2026_____

AN ORDINANCE BY THE MAYOR AND COUNCIL OF GARDEN CITY, GEORGIA, AMENDING THE CODE OF ORDINANCES OF GARDEN CITY TO ESTABLISH THE DEPARTMENT OF GOVERNMENTAL AFFAIRS AND STRATEGIC INITIATIVES; TO PROVIDE FOR THE APPOINTMENT AND DUTIES OF A DIRECTOR; TO ESTABLISH THE SCOPE OF THE DEPARTMENT’S LEGISLATIVE AND INTERGOVERNMENTAL RESPONSIBILITIES; REQUIRING THE PRESENTMENT OF AN AMENDMENT TO THE CITY’S FINANCIAL REPORTS AND ANNUAL BUDGET TO ESTABLISH A SEPARATE BUDGET FOR THE OPERATIONS OF SAID DEPARTMENT; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, the City Manager serves as the chief administrative officer of Garden City, having been contractually delegated by Mayor and Council the overall, management, administration, and direction of all City departments and operations; and,

WHEREAS, to enhance intergovernmental relations, streamline strategic planning, and effectively execute long-term community initiatives, the City Manager has exercised her managerial and administrative authority by establishing a new administrative department known as the Department of Governmental Affairs and Strategic Initiatives to manage complex relationships with local, state, and federal entities, including the Georgia Ports Authority and the Georgia Department of Transportation (GDOT); and,

WHEREAS, the Mayor and Council finds that the creation of this department fulfills the City’s legislative advocacy and strategic planning needs and wishes to formally ratify, approve, and confirm its establishment to ensure its permanent integration into the City’s organizational structure; and,

WHEREAS, fiscal transparency and accountability require that the operations of this newly created department be distinctly tracked and accounted for within the City’s official financial reports and annual operating budget.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of Garden City, Georgia, and it is hereby ordained by authority of the same, as follows:

SECTION 1: Chapter One, Article 1, of the Garden City Code is hereby amended by adding the following Section 2.3 thereto for the purpose of establishing the City’s Department of Governmental Affairs and Strategic Initiatives:

“2-3 – Establishment of the Department of Governmental Affairs and Strategic Initiatives.

(a) The Department of Governmental Affairs and Strategic Initiatives shall function as an administrative division of the City along with the Finance Department, the Police Department, the Parks and Recreation Department, the Public Works Department, the Water Operations

Department, the Planning and Economic Development Department, the Human Resources Department, and the Information Technology Department.

(b) The Department of Governmental Affairs and Strategic Initiatives shall be headed by a Director who shall be appointed by the City Manager based on professional qualifications in public administration, legislative affairs, or a related field. The Director shall report directly to the City Manager and provide regular reports to the Mayor and Council.

(c) The Department of Governmental Affairs and Strategic Initiatives shall have the following primary responsibilities:

1. Legislative Liaison: Serving as the primary point of contact between Garden City and local, state, and federal governmental bodies.
2. Legislative Agenda: Developing and executing a comprehensive legislative agenda that advances the City's interests during the Georgia General Assembly sessions.
3. Regulatory Analysis: Monitoring and analyzing state and federal legislation and regulations.
4. Strategic Initiatives: Coordinating and leading high-priority projects that align with the City's vision for growth, infrastructure, and community development.
5. Agency Partnerships: Maintaining and strengthening ongoing partnerships with the Georgia Ports Authority, the Georgia Department of Transportation (GDOT), the Georgia Municipal Association (GMA), and other regional agencies.
6. Performing such other duties and functions as may be assigned by the City Manager."

SECTION 2: The City Manager and the Finance Director are hereby authorized and directed to draft and submit to Mayor and Council for approval an amendment to the City's current fiscal year budget, as well as all subsequent official financial reports, to reflect the Department of Governmental Affairs and Strategic Initiatives as a distinct budgetary unit. A separate operating budget line shall be established to track all revenues, expenditures, personnel costs, and appropriations dedicated to the operations of said Department, ensuring full transparency in the City's financial reporting.

SECTION 3: If any section, clause, sentence, or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance.

SECTION 4: All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 5: This Ordinance shall become effective immediately upon its adoption by the Mayor and Council of Garden City, Georgia.

ADOPTED this ___ day of May, 2026.

TONYA ROPER, Clerk of Council

RECEIVED AND APPROVED this the ___ day of May, 2026.

BRUCE CAMPBELL, Mayor

Read first time:

Read second time and approved:

RESOLUTION

A RESOLUTION AUTHORIZING THE CITY OF GARDEN CITY, GEORGIA, TO PARTICIPATE IN THE GEORGIA ENVIRONMENTAL PROTECTION DIVISION'S LOCAL GOVERNMENT SCRAP TIRE ABATEMENT REIMBURSEMENT (STAR) GRANT PROGRAM AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY AGREEMENTS AND DOCUMENTS.

WHEREAS, the State of Georgia Environmental Protection Division (EPD) offers the Scrap Tire Abatement Reimbursement (STAR) Program to assist local governments in the removal, transportation, and processing of scrap tires from right-of-way cleanups, scrap tire collection events, and illegal scrap tire site abatement projects; and

WHEREAS, the City of Garden City, Georgia, is a municipal corporation and is an eligible applicant for the STAR Grant Program, which is funded through Georgia's Solid Waste Trust Fund; and

WHEREAS, the City of Garden City, Georgia, desires to participate in this reimbursement program to reduce illegal tire dumping, improve local environmental conditions, and properly dispose of abandoned scrap tires; and

WHEREAS, the City of Garden City, Georgia, agrees to comply with all applicable State of Georgia laws, EPD guidelines, and grant requirements, including the submission of all required reports and documentation within the designated timeframes.

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

1. The City Council hereby approves the City's participation in the Georgia EPD's STAR Grant Program.
2. The City Manager is hereby fully authorized to execute the STAR Grant agreement and submit the same to EPD for its signature.
3. The City Manager is further authorized to take any and all other actions necessary or appropriate to execute supplemental forms, application amendments, and documentation required by the EPD to secure reimbursement of eligible costs.
4. **Effective Date:** This resolution shall become effective immediately upon its adoption.

ADOPTED AND APPROVED this _____ day of June, 2026.

TONYA ROPER, Clerk of Council

RECEIVED AND APPROVED this _____ day of June, 2026.

BRUCE CAMPBELL, Mayor

Local Government Scrap Tire Abatement Reimbursement Program Agreement

Right of Way Project: 26-ST-025-007

This Reimbursement Agreement (hereafter, "AGREEMENT") authorizes Garden City (hereafter, "LOCAL GOVERNMENT") to proceed with the implementation of the scrap tire abatement project as described in the above referenced PROJECT application.

The Environmental Protection Division (hereafter, "EPD") agrees to reimburse the LOCAL GOVERNMENT up to \$75,000 for the scrap tire abatement project as described in the above referenced PROJECT application. Any changes in the scope and/or increases in the estimated cost of implementing the PROJECT must be approved by EPD in writing prior to implementing or incurring them. The parties agree that any electronic signatures on this Contract constitute original, valid signatures pursuant to the Uniform Electronic Transactions Act, O.C.G.A. § 10-12-1 *et seq.*

The LOCAL GOVERNMENT agrees to begin removal of the scrap tires within 90 days of the date of this agreement and to submit a request for reimbursement to EPD within 30 days of completing the PROJECT. This agreement will terminate the earlier of 12 months from the date signed by the EPD Director or 90 days after completion of the project.

Requests for reimbursement must include:

- A completed final report form (available from epd.georgia.gov/scrap-tires) signed by the authorized local government representative that includes the certification statement, "I certify that all abatement activities required in the agreed upon contract and any amendments thereto contracts for this project have been carried out in accordance with the documented application, as well as all applicable federal, state and local laws, rules and regulations. I am aware that there are significant penalties for knowingly violating these and/or submitting false information, including fines, loss of certification or licensure, and imprisonment."
- Digital images that are at least 300 dpi, no larger than 5 MB, and in one of the following formats: JPG, PNG, TIF (right-of-way: one or more images taken during cleanup or at storage site; dump site: a minimum of three photos, one each taken before, during, and after cleanup)
- Itemized list of expenses
- Description of any problems encountered and how they were handled
- Number of volunteers participating (if applicable)
- Names and permit/approval numbers of carriers and processors used, if different from those in the application
- Copies of all itemized contractor invoices showing number and/or tons of tires removed by type (passenger, truck, other)
- Copies of all checks showing amount paid to each contractor
- Copies of all transportation manifests and weight tickets

ENVIRONMENTAL PROTECTION DIVISION

BY:

Jeffrey W. Cown
Director

Date

GARDEN CITY

BY:

Signature

Print Name

Title

ATTEST:

Signature

Date

Scrap Tire Abatement Reimbursement Grant

Right-of-Way (ROW) Cleanup Guidelines

EPD's Scrap Tire Abatement Reimbursement (STAR) Grant reimburses local governments for the costs of transporting and processing scrap tires collected from city and county right-of-ways. Funding for the grant comes from Georgia's Solid Waste Trust Fund. Applications are accepted year-round and projects are funded first-come, first-served contingent on funding availability and demand. Submission of a completed application does not guarantee that a project will be selected for reimbursement.

» Right-of-Way Requirements

Right-of way projects are an effective and efficient way to remove and recycle scrap tires from roadways that blight your community and pose a health hazard for residents. The following are requirements for your project:

- Projects must begin removal within 90 days of the date of execution of the agreement and must end within 12 months.
- All scrap tires shall be stored in a manner that controls the breeding and harboring of mosquitoes, rodents, and other vectors (e.g., trailer, under roof, secured tarp, or the like to prevent water accumulation).
- Activities involving open flames shall not be allowed within 25 feet of the scrap tire storage area.
- The scrap tires must have been collected during the term of the project as specified in the agreement.

Eligibility & Limits

- **The applicant must be a local government** (city, county, or solid waste authority).
- **The applying local government must be in compliance** with Georgia Department of Community Affairs' minimum standards under the Georgia Planning Act, legal requirements related to immigration, and the Service Delivery Strategy law.
- **Reimbursements are limited** to a maximum of \$75,000 per local government per state fiscal year and up to \$4.00 per passenger tire equivalent (PTE).
- **Reimbursable costs are limited** to the cost of transporting the scrap tires by a permitted tire carrier to a permitted or approved beneficial reuse scrap tire processor and the cost of processing the scrap tires at a permitted or approved beneficial reuse scrap tire processor.
- **Permitted** tire carriers and permitted or approved beneficial reuse scrap tire processors must be used. You may review lists of permitted vendors online at: <https://epd.georgia.gov/about-us/land-protection-branch/recovered-materials-and-abatement/recovered-materials/star-grant>
- **Appropriate and necessary safety measures** (e.g., personal protective equipment) must be used at all times.
- **Applicants must comply with all applicable** procurement and purchasing regulations established pursuant to state law.

What is PTE?

PTE stands for **passenger tire equivalent** and is a unit of measurement used to convert numbers of truck and large, off-the-road (OTR) tires to passenger tire numbers.

EPD will reimburse up to \$4.00 per PTE for right-of-way cleanup projects.

Costs Not Eligible for Reimbursement

- **Overhead expenses** including, but not limited to: costs for labor, accounting/budget/finance staff, rental/lease of space, utilities, copying, office supplies, advertising, fuel for government vehicles
- **Purchase of equipment/supplies** including, but not limited to: personal protective gear, drinks, food, sunblock, and insect spray
- **Fines or penalties** due to violation of federal, state or local laws, ordinances or regulations
- **Purchase of items that would violate the gratuities clause of the state constitution**
- **Costs associated with the cleanup of items other than tires** (e.g., solid waste, electronics, construction/demolition debris, white goods)
- **Scrap tires disposed of at an out-of-state landfill, sorter, or other vendor other than an EPD approved beneficial reuse scrap tire processor**

Visit EPD's website for more information or email epd.star@dnr.ga.gov for assistance

<https://epd.georgia.gov/about-us/land-protection-branch/recovered-materials-and-abatement/recovered-materials/star-grant>

Application Tips

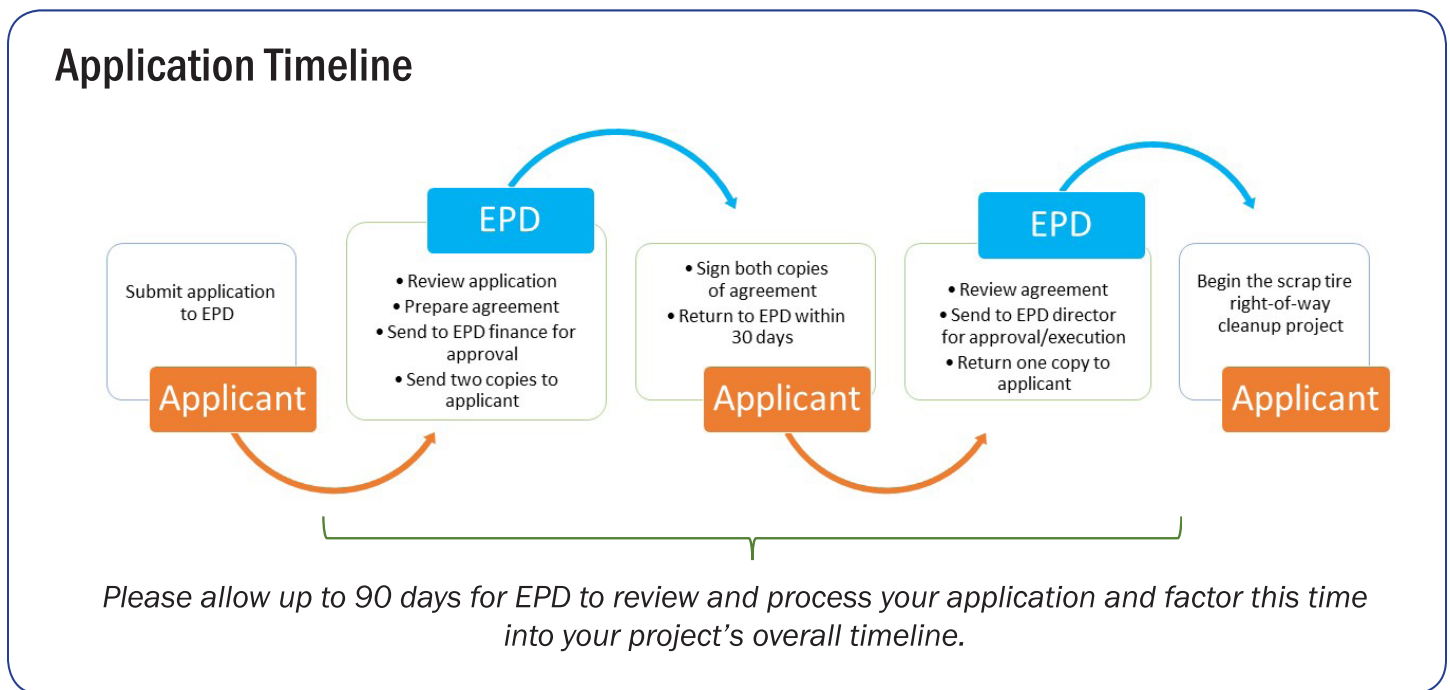
CONTACT INFO. Accurate contact information is vital. If EPD has questions about the application, we will contact the person listed on the application as the project manager. Please list a secondary contact for the project in case the project manager is unavailable. If either contact changes at any time during the contract period, you must notify EPD by email.

TIRE NUMBERS. Estimate the number of each type of tire that will be collected. The application will convert these to passenger tire equivalents (PTE).

PROJECT PLANNING. EPD requires 90 days to process the applications and fully execute the agreements. This includes EPD’s review and processing time, as well as time for the applicant to sign the agreement and return it to EPD. Please factor this time into your project’s overall timeline. See “Application Timeline” below.

TURNAROUND TIME. Applications may be expired if the signed agreement is not returned to EPD within 30 days.

PROJECT START. When your project is approved by EPD, the local government will receive a fully executed copy of the agreement signed by the EPD director. When you receive it, you can begin your project. Work related to the scrap tire abatement project performed prior to the execution of the agreement and prior to the applicant receiving written notice from EPD to proceed may not be eligible for reimbursement.



Reasons for Denial of Applications

COMPLIANCE STATUS. Applicant is not in compliance with Georgia Department of Community Affairs’ minimum standards under the Georgia Planning Act, legal requirements related to immigration, and the Service Delivery Strategy law.

FALSE INFO. Applicant deliberately provided false information in order to obtain the scrap tire abatement reimbursement funds.

FUNDING. Insufficient funding available from the Solid Waste Trust Fund.

PERMIT / LEGAL STATUS. Temporary storage of scrap tires collected during the project is proposed to occur at a location not permitted/approved by EPD to store scrap tires or the number of scrap tires proposed for storage exceeds the permitted/approved limit (storage sites are subject to inspection by EPD).

Applicant does not possess the required local, state, or federal permits necessary to conduct the proposed activity.

Applicant is in violation of environmental laws, regulations, or permits (including those governing scrap tire storage).

ELIGIBILITY. The scrap tire abatement reimbursement application does not meet the eligibility criteria.

Applicant includes indirect and/or administrative costs not eligible for reimbursement.

Reporting & Reimbursement Tips

ACTUAL COSTS. All funding provided is based on the reimbursement of actual, direct project costs.

CONTACT INFO. As with the application, it is crucial that EPD be able to contact someone with knowledge of the agreement in case there are any questions. Please ensure a primary and secondary contact are listed.

DOCUMENTATION. The local government applicant is responsible for maintaining and providing documentation of all costs incurred.

All transportation manifests and weight tickets must list the tonnage or number of tires and be signed. This is a requirement in the Georgia tire carrier rules and is designed to verify that the tires reached their intended destination.

You must also submit copies of all checks or other proof of payment showing the amount paid to each contractor.

TIRE NUMBERS. The reimbursement request form will ask for the tonnage, or, if tonnage is not known, the number of tires collected and will automatically calculate PTE and cost per PTE.

ITEMIZED COSTS. Your reimbursement request must include invoices with detailed cost itemization that shows how the reimbursement amount was calculated.

JUSTIFICATION. If you are well under either your estimated cost or amount of tires, briefly explain why either figure is less than the estimate on the approved agreement. If you are over your estimated PTE amount, please explain the difference. If you exceed your estimated reimbursement dollar amount, you must apply for an amendment. See “Agreement Amendments & Notifications” at right.

PHOTOS. EPD requires at least three digital photos be submitted with the report to provide verification of the project. EPD may use the photos in publications or on our website. The photos should be at least 300 dpi, no larger than 5 MB each, and in one of the following formats: JPG, PNG, or TIF. Please do not send photos embedded in a document.

DEADLINE. The report and request for reimbursement must include all the required information and be received by EPD by the reporting deadline (within 30 days of the end of the project) in order for the local government to receive reimbursement.

Submitting a complete and accurate report is one of the most important factors in receiving your complete reimbursement in a timely manner. Failure to submit a complete report by the reporting deadline may result in termination of the agreement, which means the local government will not be reimbursed for the project.

Agreement Amendments & Notifications

EPD understands that things can happen during the course of your project that are beyond your control. However, if you determine that your project will exceed your approved contract dollar amount, you must notify EPD and apply for an amendment.

Some changes do not require an amendment to the agreement, but simply an email notification to EPD. These include changes to the:

- Event date(s)
- Project manager
- Secondary contact
- Tire storage location
- Tire carrier
- Scrap tire processor

You also need to notify EPD if you will need extra time to submit your interim or final reports.

If any of this information changes from your original application, email EPD at epd.star@dnr.ga.gov with the new information and briefly explain why the changes were needed. Please include the name of your government/authority and agreement # in the subject line.

Amendments go through the same review and processing steps as original applications and, as a result, will require the same 90-day timeframe. Please notify EPD as soon as possible that you will need an amendment. See “**STAR Grant Amendment Guidelines**” for more information.



Ready to Apply?

To apply for the STAR Grant, please visit the STAR Portal: https://webportalapp.com/sp/home/georgia-epd_star-grant_2024. If you have any questions, please email epd.star@dnr.ga.gov