



CITY OF PORT WENTWORTH

CITY COUNCIL

JUNE 18, 2026

Council Meeting Room

Regular Session

7:15 PM

**7224 GA HIGHWAY 21
PORT WENTWORTH, GA 31407**

- 1. CALL MEETING TO ORDER**
- 2. ROLL CALL - CLERK OF COUNCIL**
- 3. PRAYER AND PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF AGENDA**
- 5. RECOGNITION OF SPECIAL GUESTS & ELECTIONS AND APPOINTMENTS**
- 6. COMMUNICATIONS & PETITIONS**
 - A. Juneteenth Proclamation**
 - B. National Blood Donor Day Proclamation**
 - C. Men's Health Month Proclamation**
 - D. Pride Month Proclamation**
 - E. Small Cities Month Proclamation- National League of Cities**
 - F. National Garden Week Proclamation**
 - G. City Manager Update**
- 7. PUBLIC COMMENTS - REGISTERED SPEAKERS**
- 8. ADOPTION OF MINUTES**
 - A. Regular Council Meeting Minutes- May 21, 2026**
- 9. CONSENT AGENDA**
- 10. UNFINISHED BUSINESS**
 - A. Revising Portions of Chapter 13, Motor Vehicle and Traffic, of the City of Port Wentworth Code of Ordinances, Regarding Speed Limit and Trucks on Coastal Highway 2nd Reading

 - B. Revising Portions of Chapter 13, Motor Vehicle and Traffic, of the City of Port Wentworth Code of Ordinances, Regarding Too Fast For Conditions and Fines 2nd Reading
- 11. NEW BUSINESS**
 - A. Adoption of Millage Rate

- B. Adoption of FY 27 Budget- 1st Reading
 - Public Hearing

- C. Budget Amendment For The Years Ending 6/30/2025 1st-Reading
 - Public Hearing

- D. Fee Schedule Amendment

- E. Ordinance to Revise Portions of Chapter 11, Licenses and Taxation, of the City of Port Wentworth Code of Ordinances, Regarding Lodging Excise Tax Rate- 1st Reading
 - Public Hearing

- F. Resolution Extending a Moratorium on the Re-Zoning of Any Property to a Residential Classification or District

- G. Community Relations and Marketing Agreement

- H. Alcoholic Beverage License Application submitted by Keith J. Wilson for Distilled Spirits Consumption on Premises/ Wine Consumption on Premises / Malt Beverage Consumption on Premises Sales License for Ice Cove (18 Anchor Park Boulevard) located in a C-2 (General Commercial) Zoning District
 - Public Hearing and Action

- I. Alcoholic Beverage License Application submitted by Keith J. Wilson for Distilled Spirits Consumption on Premises/ Wine Consumption on Premises / Malt Beverage Consumption on Premises Sales License for VyStar Pavillion (20 Anchor Park Boulevard) located in a C-2 (General Commercial) Zoning District
 - Public Hearing and Action

12. EXECUTIVE SESSION

- A. Litigation**
- B. Personnel**
- C. Real Estate**

13. ADJOURNMENT



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 06/18/26
Department: All
Category: Ordinance
Prepared By: Zahnay Smoak
Department Head:

SCHEDULED

AGENDA ITEM (ID)

DOC ID:

Revising Portions of Chapter 13, Motor Vehicle and Traffic, of the City of Port Wentworth Code of Ordinances, Regarding Speed Limit and Trucks on Coastal Highway 2nd Reading

Issue/Item: Coastal Highway between Grange Road and Bonnybridge Road was recently deeded to the City by GDOT. The City is working to improve safety and support revitalization of that area, and setting a new Speed Limit and prohibiting Commercial Trucks to go along with other measures is needed.

Background: The City is currently producing a Public Information Campaign regarding improved safety and to support revitalization of the downtown corridor, which runs through the newly acquired City road Coastal Highway, aka Highway 25. In addition to limiting commercial truck traffic, the speed limit needs to be addressed.

Facts and Finding:

There are multiple homes along the road, as well as shops and commercial areas with direct access, with limited or challenging parking conditions along this stretch of Coastal Highway between Grange Road and Bonnybridge Road.

Lowering the speed limit to 25 MPH will help facilitate a safer environment for residents and visitors, and aid and support revitalization efforts by giving partners the opportunity to create the downtown revitalization and collaboration the City, staff, residents, and business partners are working towards.

Restricting vehicles with more than 6 wheels and commercial traffic will facilitate the same ends of being safer and helping to revitalize downtown.

Funding:

Recommendation:

STATE OF GEORGIA
COUNTY OF CHATHAM
CITY OF PORT WENTWORTH

AN ORDINANCE TO REVISE PORTIONS OF CHAPTER 13, MOTOR VEHICLE AND TRAFFIC, OF THE CITY OF PORT WENTWORTH CODE OF ORDINANCES, REGARDING SPEED LIMIT ON COASTAL HIGHWAY

WHEREAS, it is necessary from time to time to modify the City’s ordinances; and

WHEREAS the Mayor and City Council is tasked with the authority to adopt and provide for such ordinances, resolutions, rules, and regulations which it deems necessary, expedient, or helpful for the peace, good order, protection of life and property, health, welfare, sanitation, comfort, convenience, prosperity, and well-being of the inhabitants of the City; and

WHEREAS, the City of Port Wentworth is granted the power to regulate the operation of motor vehicles and public parking and to exercise control over all traffic, upon or across the highways, streets, roads, alleys, and walkways of the city; and

WHEREAS, the City of Port Wentworth desires to update its Chapter 13, Motor Vehicles and Traffic to ensure safety and free movement upon the roadways of the city; and

NOW, THEREFORE, that while in regular session THE MAYOR AND COUNCIL OF THE CITY OF PORT WENTWORTH HEREBY ORDAIN as follows:

The Code of Ordinance, Chapter 13, Motor Vehicles and Traffic, is amended as follows:

- I. Sec. 13-1 is amended to add Coastal Highway, aka Highway 25, to the “Off-System” list of streets and speed limits, as follows:

Road Name	Within the City/Town Limits of and/or School Name	From	To	Length in Miles	Speed Limit [MPH]
Coastal Highway, aka Highway 25	Port Wentworth	Grange Road	Bonnybridge Road	1.5	25

II. Sec. 13-6 is amended to read as follow:

“Sec. 13-6. – Motor Vehicle Restrictions on Use of Controlled Highway Access

- (a) Any motor vehicle with more than six wheels and commercial motor vehicles as defined by O.C.G.A. § 40-1-1 shall not travel on any portions of the following streets, as noted:

Road Name	From	To	Length in Miles
Coastal Highway, aka Highway 25	Grange Road	Bonnybridge Road	1.5
Crossgate Road	The Railroad tracks west of Gordon Street	Ray Street	0.8

The Mayor and Council find this prohibition to road(s) within their jurisdiction and authority with this class of vehicle(s) to be incompatible with the normal and safe movement of traffic and people. State law reference O.C.G.A. § 40-6-51.”

- (b) A motor vehicle subject to subsection (a) may travel on the restricted portions as noted above, if such motor vehicle is:
- (1) Engaging in a pickup or delivery to or from a business located in the restricted portions as noted above; or
 - (2) Traveling to or from such motor vehicle’s terminal facility located in the restricted portions as noted above.
- (c) Any motor vehicle subject to subsection (b), above:
- (1) shall have in its possession while traveling on the restrictions portions as noted above a Bill of Lading or other official documentation identifying either the pickup, drop off, delivery, or terminal facility location; and
 - (2) shall refrain from traveling the restricted portions of Coastal Highway as practically as possible, to include using alternate routes around Coastal Highway to ensure the least or shortest possible use of the restricted portions.

III. All laws and parts of laws in conflict with this Act are hereby repealed.

IV. This Ordinance upon its passage, shall become effective on July 1, 2026.

SO ORDAINED this the _____ day of _____, 2026.

Approved:

Tracy Saunders, Mayor

Attest:

Zahnay Smiley, City Clerk

First reading: _____ (date)

Second reading: _____ (date)

STATE OF GEORGIA
COUNTY OF CHATHAM
CITY OF PORT WENTWORTH

AN ORDINANCE TO REVISE PORTIONS OF CHAPTER 13, MOTOR VEHICLE AND TRAFFIC, OF THE CITY OF PORT WENTWORTH CODE OF ORDINANCES, REGARDING SPEED LIMIT ON COASTAL HIGHWAY

WHEREAS, it is necessary from time to time to modify the City’s ordinances; and

WHEREAS the Mayor and City Council is tasked with the authority to adopt and provide for such ordinances, resolutions, rules, and regulations which it deems necessary, expedient, or helpful for the peace, good order, protection of life and property, health, welfare, sanitation, comfort, convenience, prosperity, and well-being of the inhabitants of the City; and

WHEREAS, the City of Port Wentworth is granted the power to regulate the operation of motor vehicles and public parking and to exercise control over all traffic, upon or across the highways, streets, roads, alleys, and walkways of the city; and

WHEREAS, the City of Port Wentworth desires to update its Chapter 13, Motor Vehicles and Traffic to ensure safety and free movement upon the roadways of the city; and

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Coastal Highway, aka Highway 25	Port Wentworth	Grange Road	Bonnybridge Road	1.5	25

II. Sec. 13-6 is amended to read as follow:

“Sec. 13-6. – Motor Vehicle Restrictions on Use of Controlled Highway Access

(a) Any motor vehicle with more than six wheels and commercial motor vehicles as defined by O.C.G.A. § 40-1-1 shall not travel on any portions of the following streets, as noted:

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Road Name	From	To	Length in Miles
Coastal Highway, aka Highway 25	Grange Road	Bonnybridge Road	1.5
<u>Crossgate Road</u>	<u>The Railroad tracks west of Gordon Street</u>	<u>Ray Street</u>	<u>0.8</u>

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The Mayor and Council find this prohibition to road(s) within their jurisdiction and authority with this class of vehicle(s) to be incompatible with the normal and safe movement of traffic and people. State law reference O.C.G.A. § 40-6-51.”

(b) A motor vehicle subject to subsection (a) may travel on the restricted portions as noted above, if such motor vehicle is:

- (1) Engaging in a pickup or delivery to or from a business located in the restricted portions as noted above; or
- (2) Traveling to or from such motor vehicle’s terminal facility located in the restricted portions as noted above.

(c) Any motor vehicle subject to subsection (b), above:

- (1) shall have in its possession while traveling on the restrictions portions as noted above a Bill of Lading or other official documentation identifying either the pickup, drop off, delivery, or terminal facility location; and
- (2) shall refrain from traveling the restricted portions of Coastal Highway as practically as possible, to include using alternate routes around Coastal Highway to ensure the least or shortest possible use of the restricted portions.

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III. All laws and parts of laws in conflict with this Act are hereby repealed.

IV. This Ordinance upon its passage, shall become effective on July 1, 2026.

SO ORDAINED this the _____ day of _____, 2026.

Approved:

Tracy Saunders, Mayor

Attest:

Zahnay Smiley, City Clerk

First reading: _____ (date)

Second reading: _____ (date)



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 06/18/26
Department: Administration
Category: Ordinance
Prepared By: Zahnay Smoak
Department Head:

SCHEDULED

AGENDA ITEM (ID)

DOC ID:

Revising Portions of Chapter 13, Motor Vehicle and Traffic, of the City of Port Wentworth Code of Ordinances, Regarding Too Fast For Conditions and Fines 2nd Reading

Issue/Item: City staff continually review and recommend changes to the City’s Codes, to maintain current with State law and to support our growing City.

Background: The City’s Chapter 13 deals with Traffic and Motor Vehicles, including violations and penalties for violations. Updating the Code to include codification of the TVB and of a City Code violation for Too Fast For Conditions will give our solicitor and judges more tools to better serve our residents and to consider and treat each individual coming in front of them fairly and independently.

Facts and Finding:

Although permitted via State law, the Traffic Violations Bureau is not codified in our City Code. Such codification supports transparency in showing residents and those in our Municipal Court the basis for fines and State law support for same.

Updating our Penalties code section brings it in line with our City Charter, as well as lowering the minimum fine to again give our solicitor and judges the ability to independently consider each person in front of them.

Adding a City Code violation for Too Fast For Conditions will again give out solicitor and judges the ability to independently consider each person in front of them, as another tool to work towards overall public safety.

Funding:

Recommendation:

**STATE OF GEORGIA
COUNTY OF CHATHAM
CITY OF PORT WENTWORTH**

AN ORDINANCE TO REVISE PORTIONS OF CHAPTER 13, MOTOR VEHICLE AND TRAFFIC, OF THE CITY OF PORT WENTWORTH CODE OF ORDINANCES, REGARDING TOO FAST FOR CONDITIONS AND FINES

WHEREAS, it is necessary from time to time to modify the City’s ordinances; and

WHEREAS the Mayor and City Council is tasked with the authority to adopt and provide for such ordinances, resolutions, rules, and regulations which it deems necessary, expedient, or helpful for the peace, good order, protection of life and property, health, welfare, sanitation, comfort, convenience, prosperity, and well-being of the inhabitants of the City; and

WHEREAS, the City of Port Wentworth is granted the power to regulate the operation of motor vehicles and public parking and to exercise control over all traffic, upon or across the highways, streets, roads, alleys, and walkways of the city; and

WHEREAS, the City of Port Wentworth desires to update its Chapter 13, Motor Vehicles and Traffic to ensure safety and free movement upon the roadways of the city; and

NOW, THEREFORE, that while in regular session THE MAYOR AND COUNCIL OF THE CITY OF PORT WENTWORTH HEREBY ORDAIN as follows:

The Code of Ordinance, Chapter 13, Motor Vehicles and Traffic, is amended as follows:

- I. Sec. 13-10, shall be renamed “Penalty for violation of Chapter 13”
- II. Sec. 13-10, is hereby repealed and shall be replaced with as follows:

“Violation of Chapter 13 of this Code shall be punished by a fine of not less than seventy five dollars (\$75.00) nor more than one thousand dollars (\$1,000.00), unless otherwise noted.”
- III. Sec. 13-14 shall be created, and read as follows:

“Sec. 13-14. – Traffic Violations Bureau

Pursuant to O.C.G.A. § 40-13-50 et seq., the judge(s) of the Port Wentworth Municipal Court are authorized to provide by written order the establishment of a traffic violations bureau for the handling and disposition of certain traffic offenses, in substantial compliance with state law.

IV. Sec. 13-15 shall be created, and read as follows:

“Sec. 13-15. – Too Fast For Conditions

No person shall drive a vehicle at a speed greater than is reasonable and prudent under the conditions and having regard for the actual and potential hazards then existing. Consistent with the foregoing, every person shall drive at a reasonable and prudent speed when approaching and crossing an intersection or railroad grade crossing, when approaching and going around a curve, when approaching and traversing a hill crest, when traveling upon any narrow or winding roadway, and when special hazards exist with respect to pedestrians or other traffic or by reason of weather or highway conditions.”

V. Secs. 13-16 through 13-49 shall remain “Reserved”.

VI. All laws and parts of laws in conflict with this Act are hereby repealed.

VII. This Ordinance shall become effective upon its passage and adoption.

SO ORDAINED this the _____ day of _____, 2026.

Approved:

Tracy Saunders, Mayor

Attest:

Zahnay Smiley, City Clerk

First reading: _____ (date)

Second reading: _____ (date)



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 06/18/26
Department: Administration
Category: Resolution
Prepared By: Zahnay Smoak
Department Head:

SCHEDULED

AGENDA ITEM (ID)

DOC ID:

Adoption of Millage Rate

Issue/Item: The City annually adopts a millage rate for the property within the city.

Background: The City remains financially stable, supported by a growing population and an expanding tax digest. Continued construction of new residential and commercial properties has contributed to the growth of the tax base, allowing the City to maintain its current millage rate for the upcoming fiscal year. The City's millage rate is 5.216 mills, unchanged since FY 2024.

Facts and Finding:

1. As of July 1, 2025, the City's population is estimated at 17,604 residents. This represents an increase of 2,739 residents over the previous year, reflecting an annual growth rate of 18.43%.
2. This significant population growth is driven by continued residential, commercial, and industrial development throughout the City. As a result of this expansion, the City projects the tax digest will increase by more than 10% in the upcoming fiscal year.
3. The City's tax digest has grown by 104% between 2021 and 2025, representing an average annual growth rate of approximately 20.9%. These positive trends have strengthened the City's financial position and support the decision to maintain the current millage rate of 5.216 mills

Funding: N/A

Recommendation:



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 06/18/26
Department: Administration
Category: Ordinance
Prepared By: Zahnay Smoak
Department Head:

SCHEDULED

AGENDA ITEM (ID)

DOC ID:

Adoption of FY 27 Budget- 1st Reading

Issue/Item: Annual Adoption of Budget for the fiscal year July 1, 2026, to June 30, 2027

Background: The annual budget is the City's primary financial planning and policy document. It provides a framework for allocating resources, delivering municipal services, and implementing the goals and priorities established by the Mayor and City Council. The budget ensures that public funds are managed responsibly and in accordance with state law, local ordinances, and sound financial practices.

Specifically, the annual budget:

- Serves as a financial plan for the upcoming fiscal year by estimating revenues and appropriating expenditures.
- Ensures compliance with Georgia's local government budgeting requirements and the City's charter and ordinances.
- Provides transparency and accountability to residents regarding how public funds will be collected and spent.
- Establishes spending authority for City departments and programs.
- Supports the delivery of essential services, including public safety, public works, parks and recreation, community development, and administrative functions.
- Aligns financial resources with the City's strategic goals, capital improvement plans, and community priorities.
- Maintains the City's financial stability by balancing anticipated revenues with planned expenditures.
- Provides a tool for monitoring financial performance throughout the fiscal year and making adjustments when necessary.

Facts and Finding: The budget is \$80.9 million. This includes \$47.4 million General Fund, \$13.6 million in SPLOST Fund, \$17.5 million in Enterprise Fund and \$2.4 million in Hotel/Motel Tax Fund. This reflects the city's continued rapid growth and major capital investments.

- Public safety dominates the workforce. The city budgets for 185 positions, including 63 police employees and 50 fire department employees. Together, police and fire account for roughly 61% of all city positions. This plan adds 4 police and 1 fire full time positions and 2 public works part time positions. New public safety vehicles and construction is planned, totaling \$1.9 million.
- Provides for a 2.5% Cost of Living Adjustment for employees.
- Anchor Park remains the city's biggest capital project. The budget includes \$10.46 million in General Funds and \$1.9 of SPLOST Funds for Anchor Park construction
- The Capital budget is \$36.3 million and includes 77 detailed projects supporting new infrastructure, equipment and debt service for all departments.
- Capital projects include: \$1.7 million Federal Grant in the General Fund for downtown stormwater project, SPLOST funds totaling \$1.5 million for downtown sewer rehabilitation and \$1 million to plan for the upgrade of the Wastewater Treatment Plant and \$2.8 for the sewer infrastructure upgrade on State Highway 21.

Funding: N/A

Recommendation:



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 06/18/26
Department: Administration
Category: Ordinance
Prepared By: Zahnay Smoak
Department Head:

SCHEDULED

AGENDA ITEM (ID)

DOC ID:

Budget Amendment For The Years Ending 6/30/2025

Issue/Item: Budget Amendment

Background:

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America for the General and Special Revenue Funds.

For the year ended June 30, 2025, the following supplemental increase of Infrastructure appropriations is required to fund the Cities Anchor Park improvements within the Recreation Department (Park) budget. There is an equal reduction of Infrastructure appropriations within the Administrative Budget.

Facts and Finding: Supplemental appropriations totaling \$135,611, reducing this amount from the Administration budget and increasing an equal amount in the Recreation budget is required for the year ending June 30, 2025.

Funding: No increase or decrease in total funding. This is a department level budgetary transfer.

Recommendation:



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 06/18/26
Department: Administration
Category: Resolution
Prepared By: Zahnay Smoak
Department Head:

SCHEDULED

AGENDA ITEM (ID)

DOC ID:

Fee Schedule Amendment

Issue/Item: Amendment of the Fee Schedule for Fiscal Year 2026–2027

Background: The City approved the current Fee Schedule on June 20, 2025. Since that time, staff have evaluated the costs of providing utility services, including water, sewer, and sanitation services. Staff have also reviewed the cost of providing services associated with alcohol beverage licenses, occupational business taxes, special event permits, recreational programs, development services, and life safety functions.

Facts and Finding:

1. The cost of providing city utility, business, and recreational services continues to increase annually, and the proposed amendments align user fees more closely with the City's actual cost of providing these services.
2. The rates charged by the City of Savannah (COS) and sanitation collection services provided by Atlantic Waste continue to increase each year. COS increases are not consistent and are subject to periodic increases. Atlantic Waste rates increase annually by 2.5% pursuant to the current contract.
3. The disparity between the cost of service and billed revenue has resulted in recurring revenue shortfalls that have historically been subsidized by the General Fund and Proprietary Fund development fee revenues. The proposed amendments are intended to eliminate these operating shortfalls and ensure that user fees adequately support the cost of service.
4. Water and sewer rates for consumption between 0 and 500 cubic feet will increase from \$1.94 to \$2.00 per 100 cubic feet, representing an increase of \$0.06 per 100 cubic feet.
5. Residential sanitation service rates, consisting of one trash cart and one recycling cart collected once per week, will increase from \$26.92 to \$30.00 per month, an increase of \$3.08 per month. This adjustment reflects the annual contractual increase of 2.5% as well as the previously unbilled cost of bulk waste collection charged by the sanitation provider.
6. The proposed fee schedule amendments will become effective on July 15, 2026.

Funding: The proprietary fund group should be self-sustainable and based on the actual cost of those services billed to consumers. The recommended increase will align the billed service revenue with the actual cost of those services and will not be dependent on the use of General Fund or Proprietary Fund Development Services sources of revenue.

Recommendation:



FY2027 Utility Fee Schedule

Adopted by the City Council on 00/00/2026
Effective 07/15/2026

UTILITY INITIAL SERVICE FEE

Utility Fees (non-refundable)		
Type of Service	Type of Applicant	Fee
Water/Sewer	Residential	\$110.00
Water/ Sewer	Commercial	Please see Commercial packet
Fire Hydrant	Commercial	\$3,100.00
Sanitation	Residential	\$110.00
Sanitation	Commercial	Please see Commercial packet

WATER RATES

Water Rates				
Description	Base Rate	0-500 cu ft. per 100 cu ft.	501- 1,000 cu ft. per 100 cu ft.	1,001 and above, per cu ft.
Residential	15.00	2.00	2.50	3.00
Mobile Homes/ Apartments	15.00	2.00	2.50	3.00
Restaurants	100.00	4.00	4.50	5.25
Hotels/Motels (Per Room)	6.50	4.00	4.50	5.25
Warehousing	125.00	4.00	4.50	5.25
Other Commercial	50.00	4.00	4.50	5.25
Residential Out of City	31.00	2.50	3.50	4.00
Mobile Homes/ Apartments Out of City (Per Room)	31.00	2.50	3.50	4.00



FY2027 Utility Fee Schedule

Adopted by the City Council on 00/00/2026
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<i>Continued Water Rates</i>				
Hotels/Motels Out of City (Per Room)	11.00	6.00	8.00	10.00
Warehousing Out of City	150.00	6.00	8.00	10.00
Other Commercial Out of City	75.00	6.00	8.00	10.00
Water – Irrigation Commercial	40.00	4.00	4.50	5.25

SEWER RATES

Sewer Rates		
Sewer Rate	Base Rate	Consumption Rate
Residential (10-unit cap)	15.00	5.25
Mobile Home/Apartment	15.00	5.45
Restaurants	100.00	6.00
Hotel/Motels (Per Room)	6.00	6.00
Warehousing	125.00	6.00
Other Commercial	50.00	6.00
Residential Out of City	35.00	10.00
Mobile Homes/Apt Out of City	35.00	10.00
Hotels/Motels Out of City	10.50	10.00
Warehousing Out of City	175.00	10.00
Other Commercial Out of City	90.00	10.00
Water- Irrigation Commercial	40.00	3.75
Benton & Highland	15.00	5.25

1 cubic foot = 7.48 Gallons Residential Base Rate = \$47.40 Billed in 100 cubic feet.



FY2027 Utility Fee Schedule

Adopted by the City Council on 00/00/2026
Effective 07/15/2026

SANITATION RATES – Monthly

Sanitation Rates		
Description	Serviced	Rate
Residential Carts	1x a Week	30.00
Commercial Carts	1x a Week	75.38
Residential X- Trash	1x a Week	16.00
Residential X- Recycle	1x a Week	8.00
Dumpster 4- Yard	1x a Week	120.00
Dumpster 4- Yard	2x a Week	235.00
Dumpster 4- Yard	3x a Week	340.00
Dumpster 4- Yard	5x a Week	550.00
Dumpster 6- Yard	1x a Week	185.00
Dumpster 6- Yard	2x a Week	350.00
Dumpster 6- Yard	3x a Week	505.00
Dumpster 6- Yard	5x a Week	915.00
Dumpster 8- Yard	1x a Week	250.00
Dumpster 8- Yard	2x a Week	500.00
Dumpster 8- Yard	3x a Week	725.00
Dumpster 8- Yard	4x a Week	925.00
Dumpster 8- Yard	5x a Week	1125.00
Dumpster 8 – Yard	6x a Week	1375.00
Commercial Recycle	1x a Week	163.00
Commercial Recycle	2x a Week	325.00
Commercial Recycle	3x a Week	490.00



FY2027 Utility Fee Schedule

Adopted by the City Council on 00/00/2026
Effective 07/15/2026

COMMERCIAL PACKET

Commercial Sanitation Initial Fee & Monthly Rates			
Description	Serviced	Fee	Rate
Commercial Carts (96 Gal)	1x a Week	120.00	75.38
Trash Compactor	1x a Week	2,275.00	1,435.00 Monthly Rent 478.00/Haul
Dumpster 4- Yard	1x a Week	190.00	120.00
Dumpster 4- Yard	2x a Week	375.00	235.00
Dumpster 4- Yard	3x a Week	530.00	340.00
Dumpster 4- Yard	5x a Week	875.00	550.00
Dumpster 6- Yard	1x a Week	290.00	185.00
Dumpster 6- Yard	2x a Week	530.00	350.00
Dumpster 6- Yard	3x a Week	780.00	505.00
Dumpster 6- Yard	5x a Week	1,430.00	915.00
Dumpster 8- Yard	1x a Week	365.00	250.00
Dumpster 8- Yard	2x a Week	700.00	500.00
Dumpster 8- Yard	3x a Week	1,060.00	725.00
Dumpster 8- Yard	4x a Week	1,390.00	925.00
Dumpster 8- Yard	5x a Week	1,720.00	1,125.00
Dumpster 8 – Yard	6x a Week	2,130.00	1,375.00
Commercial Recycle 8 - Yd	1x a Week	255.00	163.00
Commercial Recycle 8 - Yd	2x a Week	505.00	325.00
Commercial Recycle 8 - Yd	3x a Week	760.00	490.00



FY2027 Utility Fee Schedule
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Effective 07/15/2026

COMMERCIAL - Water Initial Service Fee

Description	Rate – determined by City Ordinance
Warehousing	2,575.00
Apartments	2,575.00
Barber Shop & Beauty Parlor	1,545.00
Car Wash	2,500.00
Gas Station (full service)	2,500.00
Grocery Store	2,500.00
Hotel- Motel	2,575.00
Laundry Self Service	1,545.00
Office	515.00
Restaurants	1,545.00



FY2027 Utility Fee Schedule

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Effective 07/15/2026

MISCELLANEOUS Utility Fees

Description	Rate	Fee
Late Fees	% of Balance	10%
Returned Check Fee	Flat	\$50.00
Disconnection Fee	Flat	\$75.00
Meter Check Fee	Flat	\$50.00

Fees Relating to Theft/damages of Services.

Description	Rate	Fee
Meter Tampering Fee	Citation Fines	Up to \$1100.00
Stolen Meter Fee	Flat	\$1,100.00
Meter Cost**	Flat	\$175.00
MXU Cost**	Flat	\$180.00
Meter Box**	Flat	\$460.00
Water Meter Cable**	Flat	\$35.00
Mushroom**	Flat	40.00
Administrative Fee for Replacement*	Flat	\$250.00

** These costs are determined by the vendor and are subject to change

*Minor Cable Replacement \$50.00 Administrative Fee



FY2027 Fee Schedule

Adopted by the City Council on 00/00/2026
Effective 07/15/2026

ALCOHOL BEVERAGE LICENSE FEES

Description	Rate	Fee
Distilled Spirits consumption on premises within the Central Business District	Annual	\$1,680.02
Distilled Spirits consumption on premises outside the Central Business District	Annual	\$4,480.08
Distilled Spirits – Wholesale	Annual	\$2,240.03
Distilled Spirits – Manufacturer	Annual	\$4,480.08
Distilled Spirits by the package Retail	Annual	\$5600.10
Wine Package Retail	Annual	\$560.01
Wine consumption on premises	Annual	\$336.01
Wine – Wholesale	Annual	\$280.01
Wine – Manufacturer	Annual	\$280.01
Wine – Importer	Annual	\$224.00
Malt Beverage Package Retail	Annual	\$560.01
Malt Beverage consumption on premises	Annual	\$560.01
Malt Beverage – Wholesale	Annual	\$ 280.01
Malt Beverage – Manufacturer	Annual	\$840.02
Advertisement Fee	Initial Fee	Varies (contact clerk)
Returned Check	Each	\$50.00
Administrative Fee	Flat	\$50.00



FY2027 Fee Schedule

Adopted by the City Council on 00/00/2026
Effective 07/15/2026

OCCUPATIONAL TAXES

Number of Employees	Rate Calendar Year 2026 Paid Before January 31, 2026 <i>\$50.00 Administrative Fee included</i>	Rate Calendar Year 2026 paid After January 31, 2026 <i>20% penalty included</i>
1	\$207.82	\$249.39
2	\$255.01	\$306.01
3	\$302.00	\$362.40
4	\$358.10	\$429.73
5	\$367.70	\$441.23
6	\$415.23	\$498.28
7	\$443.68	\$532.42
8	\$454.84	\$545.80
9	\$472.03	\$566.43
10 to 99	\$472.03 +48.01 per employee in excess of 9	\$566.43 +48.01 per employee in excess of 9
100 to 499	\$4,796.67 +37.76 per employee in excess of 99	\$5,756.01 +37.76 per employee in excess of 99
500 and over	\$19,906.90 +30.39 per employee in excess of 499	\$23,888.29 +30.39 per employee in excess of 499
Unrestricted	Insurance Company (Flat)	\$79.19



FY2027 Fee Schedule

*Adopted by the City Council on 00/00/2026
Effective 07/15/2026*

SPECIAL EVENT FEES

Description	Rate	Fee
Permit Filing Fee	Flat	\$30.00
Beverage Caterers - Beer & Wine	Flat	\$35.00
Beverage Caterers – Distilled Spirits	Flat	\$55.00
Temporary for Special Event with sales	Each	\$55.00 per day up to \$2200.00 Max (40 days)
Temporary for Special Event without sales	Each	\$55.00 per day up to \$2200.00 Max (40 days)
*Certification of Liability must be provided along with application.		

FILM PRODUCTION FEES

Description	Rate	Fee
Film Permit – Professional	Flat	\$100.00
Film Permit - Student	Flat	\$0.00
*Professional Productions Registration Form must be completed with the Savannah Regional Film Commission		



FY2027 Fee Schedule

Adopted by the City Council on 00/00/2026
Effective 07/15/2026

PARKS AND RECREATION

FACILITY RENTAL FEES			
Description	Current Resident	Non-Resident	Deposit
Community House	\$175.00 Full Day	N/A	\$55.00
P.B. Edwards, JR. Gym	\$75.00 per hour (2- hr minimum)	\$100.00 (2- hr minimum)	\$55.00 (resident)/ \$125.00 (non-resident)
	\$550.00 Full Day	\$750.00 Full Day	\$55.00(resident)/ \$125.00 (non-resident)
Houston Church	\$165.00 Full Day	\$300.00 Full Day	\$55.00
Lewis Mobley Park	\$70.00per hour includes lights (2- hr. minimum)	\$100.00 per hour (2-hr minimum)	\$55.00(resident)/ \$125.00 (non-resident)
	\$1,050.00 Full Day	\$1,250.00 Full Day	\$225.00
	\$2,050.00 Weekend	\$2,500.00 Weekend	\$225.00
	\$110.00 Concessions Full Day	\$175.00 Concessions Full Day	\$225.00
Lions Ball Park / Sonny Dixon Field	\$75.00 per hour (2- hr minimum)	\$100.00 per hour (2- hr minimum)	\$55.00
	\$550.00 Full Day	\$750.00 Full Day	\$275.00
	\$110.00Full Day Concessions	\$175.00 Full Day Concessions	\$275.00
	\$85.00 club house only (2-hr minimum)	\$125.00 per hour (2-hr minimum)	\$275.00
	\$110.00 per hour to rent Park & Club	\$200.00 per hour to rent Park & Club	\$275.00
	\$1,250.00 Weekend Tournament Rental	\$1,700.00 Weekend Tournament Rental	\$275.00
HEALTH WELLNESS & RECREATION SESSIONS			
Yoga, Fitness, Aerobics & Zumba etc.	Prices determined by Director	Prices determined by Director	N/A
<i>Continued next page</i>			



FY2027 Fee Schedule

Adopted by the City Council on 00/00/2026
Effective 07/15/2026

CURRENT SPORTS AND LEISURE PROGRAMS			
Basketball, Baseball, Softball, T-Ball Football, Cheerleading, Volleyball, Soccer	\$75.00 per season	\$100.00 per season	N/A
INDIVIDUAL AND DUAL SPORTS & ACTIVITIES			
Gymnastics, Dance and Camps	Prices determined by Director	Prices determined by Director	Prices determined by Director
Summer Clinics and Camps	Prices determined by Director	Prices determined by Director	Prices determined by Director



FY2027 Fee Schedule

Adopted by the City Council on 00/00/2026
Effective 07/15/2026

DEVELOPMENT SERVICES

DEVELOPMENT SERVICES		
Description		Rate
Administrative Fee		\$100.00
Re-inspection Fee – Building Inspector	First	\$55.00
	Second	\$85.00
	Third	\$115.00
Re-Inspection Fee – Fire Marshal		\$60.00
Permits not completed by original applicant	Per inspection	\$60.00
CDM		\$115.00
Expired Permit Re-approval		\$115.00
Additional Plan Review Fee (after initial plan approval)	Per occurrence	\$250.00
Civil Re- Inspection Fee	Per occurrence	\$85.00
Development Fees		
Master Plan Review	(Major Subdivision)	\$350.00
Preliminary Plan	(Major Subdivision)	\$575.00
	Plus, per lot	\$60.00
Preliminary Plan	(Minor Subdivision and “Exempt”)	\$465.00
Final Plat	(Major or Minor Subdivision)	\$465.00
	Per page	\$12.00
	Per lot	\$60.00
Site Plan	Revision to PUD Specific Development	\$1,155.00
Site Plan	General/Concept	\$350.00
Zoning Board of Appeals		\$350.00
Zoning Map Amendment		\$575.00
	Plus, per acre	\$58.00
Special Use Permit		\$350.00
Copy of Zoning Ordinance		\$115.00
Copy of Zoning Ordinance Map		\$115.00
	Per Print	
Engineering Fees	Varies by Bill	
Development Application Resubmittal	Per Occurrence	\$100.00



FY2027 Fee Schedule

Adopted by the City Council on 00/00/2026
Effective 07/15/2026

BUILDING PERMIT FEES (Vertical Construction)		
Permit fees		
Project Valuation \$1.00 - \$200,000		\$12.00 per thousand
Project Valuation \$200,001 - \$500,000	First 200,000	\$2,325.00 Plus \$10.50 for each additional thousand
Project Valuation \$500,001 and up	First 500,000	\$5,500.00 Plus \$4.00 for each additional thousand
Plan Check Fee		One half of building fee
Residential pools	(Single-family)	\$115.50
Multifamily or public pools		\$230.00
Docks	Single Family	\$115.50
Docks	Multifamily and Commercial	\$200.00
Permanent Sign	Per square foot	\$8.00 per square foot or 200 minimum
Billboard Sign		\$1,730.00
Temporary Sign		\$225.50
Sign Electrical Fee		\$115.00
Moving of building or structures		\$350.00
Demolition of building or structures	Less than 400 square feet	\$115.50
Demolition of building or structures	Greater than 400 square feet	\$230.00
Well installation	Shallow well less than 44 ft	\$115.50
Well installation	Deep Well	\$115.50
Landfills / Mining		\$5,000.00
Ponds		\$500.00
Fence		\$115.50
Driveway Pipe Application		\$58.00
	Plus, per square foot for pipe	\$30.00
Electrical		\$115.50
Plumbing		\$115.50
Mechanical		\$115.50
<i>Continued Next Page</i>		



FY2027 Fee Schedule

Adopted by the City Council on 00/00/2026
Effective 07/15/2026

<i>Continued Building Permit Fees</i>		
New Underground tank installation per tank inspection	Per tank inspection	\$60.00
Leak detection system installation, per inspection	Per inspection	\$60.00
New integral piping system installation,	Per inspection	\$60.00
Zoning Verification Letter		\$115.50
Permit Contractor Change		\$100.00
Stop work order fee		\$575.00
Work with no permit fee		\$575.00
Extend permit for (6) six months fee		\$300.00
Occupancy Change Permit		\$350.00
Fire Marshal Review	All Projects	\$290.00
Occupy Building without a Certification of Occupancy fee		\$575.00
¾ inch water meters from public works	Based on market	\$
Zoning Board of Appeals Application		\$350.00
Public Hearing schedule change request		\$285.00
TAP FEES		
Hotel, Motels, Inns	Initial Connection Expansion	\$7,800.00
Office, retail shops, commercial, and industrial		
Three-fourths inch by five-eighths inch meter		\$525.00
<i>Continued Next Page</i>		



FY2027 Fee Schedule

Adopted by the City Council on 00/00/2026
Effective 07/15/2026

<i>Continued Office, retail shops, commercial and industrial</i>		
One-inch meter		\$650.00
Two-inch meter		\$870.00
Three-inch meter		\$2,175.00
Four-inch meter		\$4,350.00
Six-inch meter		\$8,200.00
Eight-inch meter		\$10,100.00
Ten-inch meter		\$12,000.00

FIRE PROTECTION TAP- Any residential, commercial, institutional/ industrial structure		
Three-inch meter		\$2,175.00
Four-inch meter		\$4,350.00
Six-inch meter		\$8,200.00
Eight-inch meter		\$10,100.00
Locate, initial open trench and final		\$90.00
Omni Marker		\$15.00

AID TO CONSTRUCTION		
I-95 South	Per ERU	\$7,715.00
I-95 North	Per ERU	\$8,612.00
Highway 30 West	Per ERU	\$11,027.00



FY2027 Fee Schedule

Adopted by the City Council on 00/00/2026
Effective 07/15/2026

LIFE AND SAFETY INSPECTIONS		
Description	Rate	Fee
Inspection	Annual	\$110.00
Apartment and Hotel Room Inspections	TBD	\$110.00
Single Family Home Inspections	TBD	\$110.00
Apartment Transition Inspection	TBD	\$60.00
FIRE OPERATION FEES		
Description	Rate	Fee
Vehicle Fires	TBD	\$800.00
Commercial Vehicle Fires	TBD	\$1,600.00
Accidents/Vehicle Clean Up	TBD	\$800.00



City Council
 7224 GA Highway 21
 Port Wentworth, GA 31407

Meeting: 06/18/26
 Department: Administration
 Category: Ordinance
 Prepared By: Zahnay Smoak
 Department Head:

SCHEDULED

AGENDA ITEM (ID)

DOC ID:

Ordinance to Revise Portions of Chapter 11, Licenses and Taxation, of the City of Port Wentworth Code of Ordinances, Regarding Lodging Excise Tax Rate- 1st Reading

Issue/Item:

The hotel/motel lodging excise tax ordinance has not been updated since 2000 or 2005, respectively depending on which Section noted amended therein. Georgia law and Local Act have changed since then, and superseded the previously-passed Ordinance.

Background:

City staff is continually committed to providing transparent government, which includes a clean Code of Ordinances consistent and in accordance with State law. This is an Ordinance which State law and Local Act have superseded the Ordinance since it was previously passed, and this Ordinance revision brings consistency between the local Ordinance and State law.

Facts and Finding:

SB 299, a Local Act passed by the Georgia Legislature and signed by the Governor, sets the lodging excise tax at 8% for the City. The City has maintained consistency with this Georgia law by reference in the 2025 and 2026 FY budgets, and this Ordinance revision further clarifies and removes confusion about the tax within the City.

Funding:

Recommendation:

**STATE OF GEORGIA
COUNTY OF CHATHAM
CITY OF PORT WENTWORTH**

**AN ORDINANCE TO REVISE PORTIONS OF CHAPTER 11, LICENSES AND
TAXATION, OF THE CITY OF PORT WENTWORTH CODE OF ORDINANCES,
REGARDING LODGING EXCISE TAX RATE**

WHEREAS, it is necessary from time to time to modify the City’s ordinances; and

WHEREAS the Mayor and City Council is tasked with the authority to adopt and provide for such ordinances, resolutions, rules, and regulations which it deems necessary, expedient, or helpful for the peace, good order, protection of life and property, health, welfare, sanitation, comfort, convenience, prosperity, and well-being of the inhabitants of the City; and

WHEREAS, the City of Port Wentworth is granted the power to levy and collect such other taxes as may be allowed now in the future by state law; and

WHEREAS, O.C.G.A. § 48-13-51 permits the City levy and collect an excise tax upon the furnishing for value to the public of any room or rooms, lodgings, or accommodations facilitated or furnished by an innkeeper; and

WHEREAS, the Georgia Legislature, through Local Act SB 299 signed into law and effective July 1, 2024, set the City’s such excise tax at 8%; and

WHEREAS, subsequent to the passage and effective date of SB299, the City of Port Wentworth’s FY2025 and FY2026 budgets, appropriately passed by Ordinance by the Mayor and City Council, set such excise tax at 8%; and

WHEREAS, the City of Port Wentworth desires to update its Chapter 11, Licenses and Taxation to mirror compliance with State law and bring cohesion to such excise tax throughout the City’s passed Ordinances; and

NOW, THEREFORE, that while in regular session THE MAYOR AND COUNCIL OF THE CITY OF PORT WENTWORTH HEREBY ORDAIN as follows:

The Code of Ordinance, Chapter 11, Licenses and Taxation, is amended as follows:

I. Sec. 11-46 – Tax rate, is amended to read, in its entirety, as follows:

“(a) Pursuant to Georgia law, an excise tax is hereby charged for the furnishing for value to the public of any room or rooms, lodgings, or accommodations furnished by any person or legal entity licensed by, or required to pay business or occupation taxes to, the City for operating a hotel, motel, inn, lodge, tourist camp, tourist cabin, campground, or any other place in which rooms, lodgings, or accommodations are regularly or periodically furnished for value.

(b) Pursuant to and consistent with Local Act, unless an exemption is provided in Sec. 11-48, the excise tax pursuant to subsection (a) is set at eight percent (8%).

(c) The effective date of this excise tax shall be consistent with passage and effective date of the relevant Local Act.

State law reference O.C.G.A. § 48-13-51, Local Act reference SB 299 (2024)”

II. Sec. 11-47 – Collection of tax by operator, is amended to read, in its entirety, as follows:

“(a) Every operator renting guest rooms in this city shall collect a tax consistent with Sec. 11-46 on the amount of rent from the occupant unless an exemption is provided under Sec. 11-48.

(b) The operator shall provide a receipt to each occupant, which receipt shall reflect both the amount of rent and the amounts of this and other tax(es) applicable.

(c) This tax shall be due from the occupant and shall be collected by the operator at the same time that the rent is collected.”

III. Sec. 11-48 – Exemptions, is amended to read in its entirety, as follows:

“No excise tax pursuant to this Article shall be collected from the following:

(a) any official or employee of the state, local, or federal government, or any other instrumentality of the state, when traveling on official business and presenting written substantiation thereof or when paying by state, local, or federal government, or any other instrumentality of the state’s credit or debit card; or

(b) when local, state, or federal law otherwise prohibits collection.”

- IV. All laws and parts of laws in conflict with this Act are hereby repealed.
- V. The effective date of this Ordinance shall coincide with the corresponding Local Act's effective date, as evidenced by the preamble, which is incorporated by reference.
- VI. This Ordinance shall be placed upon the City of Port Wentworth Code of Ordinances as noted here upon its passage.

SO ORDAINED this the _____ day of _____, 2026.

Approved:

Tracy Saunders, Mayor

Attest:

Zahnay Smiley, City Clerk

First reading: _____ (date)

Second reading: _____ (date)



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 06/18/26
Department: Administration
Category: Resolution
Prepared By: Zahnay Smoak
Department Head:

SCHEDULED

AGENDA ITEM (ID)

DOC ID:

Resolution Extending a Moratorium on the Re-Zoning of Any Property to a Residential Classification or District

Issue/Item: Port Wentworth is experiencing extreme growth and development for residential properties and needs to be properly planned.

Background: The City has seen a population increase of nearly 100% since the 2020 Census

Facts and Finding:

City staff are continually reviewing and updating the Comprehensive Plan, Downtown Development Plan, Transportation Plan, Stormwater Plan, Future Land Use Plan, and Pedestrian/Trail Plan, and reviewing current and future infrastructure needs and trends. All of these features are necessary for the long-term future of our community and should be explored and evaluated.

The Moratorium Resolution provides a period of time for a pause in residential rezoning which the staff will use to develop cohesive and coherent policy to promote community development through stability, predictability, and balanced growth, which will further the prosperity of the City as a whole.

Mayor and Council approved a moratorium at July 2025 City Council meeting, and a first extension at the December 2025 City Council meeting. This is an additional 6-month extension to continue working and complete the process discussed above. The Moratorium extension is for six (6) months upon the passage and approval of the Resolution, to expire on December 31, 2026 or earlier by vote of this Council.

Funding:

Recommendation:

STATE OF GEORGIA
COUNTY OF CHATHAM
CITY OF PORT WENTWORTH

RESOLUTION OF THE CITY OF PORT WENTWORTH

A RESOLUTION EXTENDING A MORATORIUM ON THE RE-ZONING OF ANY PROPERTY TO ANY RESIDENTIAL ZONING CLASSIFICATION OR DISTRICT; LIMITED FOR A PERIOD NOT TO EXCEED SIX (6) MONTHS WHILE THE CITY CONSIDERS UPDATES TO ITS ZONING ORDINANCE, COMPREHENSIVE PLAN, AND FUTURE LAND USE MAP AND REVIEWS INFRASTRUCTURE NEEDS AND TRENDS; TO PROVIDE FOR SEVERABILITY; TO PROVIDE FOR AN ADOPTION DATE AND EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, recent development trends in the City of Port Wentworth suggest that current trends for residential zoning districts, may not be adequately addressed by the current City zoning ordinances, comprehensive plan, and future land use map and infrastructure needs and trends;

WHEREAS, the Mayor and Council of Port Wentworth is vested with substantial powers, rights and functions to generally regulate the practice, conduct or use of property for the purposes of maintaining health, morals, safety, security, peace, and the general welfare of the City;

WHEREAS, Georgia law recognizes that local governments may impose moratoria on zoning decisions, building permits, and other development approvals where exigent circumstances warrant the same;

WHEREAS, Georgia courts take judicial notice of a local government's inherent ability to impose moratoria on an emergency basis;

WHEREAS, to justify a moratorium, it must appear first, that the interests of the public generally, as distinguished from those of a particular class, require such interference, and second, that the means are reasonably necessary for the accomplishment of the purpose, and not unduly oppressive upon individuals;

WHEREAS, the Mayor and Council has found that the interests of the public necessitate the enactment of a moratorium for the re-zoning of any property to any residential zoning or classification for health, safety, morals, and general welfare purposes by means which are reasonable and not unduly oppressive;

WHEREAS, the Mayor and Council has, as a part of planning, zoning, and growth management, been in review of its zoning ordinances, comprehensive plan, and future land use map and reviews infrastructure needs and trends, and has been studying the City's best estimates and projections of the anticipated developments within Port Wentworth;

WHEREAS, the Mayor and Council deems it important to prudently and deliberately develop its zoning ordinances, comprehensive plan, and future land use map and reviews infrastructure needs and trends in a manner which integrates the above-mentioned concerns and therefore considers a moratorium a proper exercise of its police powers;

WHEREAS, the Mayor and Council considers it paramount that land use regulation continues in the most orderly and predictable fashion with the least amount of disturbance to landowners and to the citizens of the City;

WHEREAS, the Mayor and Council has always had a strong interest in growth management so as to promote the traditional police power goals of health, safety, morals, aesthetics, and the general welfare of the community and, in particular, the lessening of traffic on City roads, security of the public from crime and other dangers, promotion of health and general welfare of its citizens, protection of the aesthetic qualities of the City including access to air and light, and facilitation of the adequate provision of transportation and other public requirements;

WHEREAS, it is the belief of the Mayor and City Council that the concept of "public welfare" is broad and inclusive; that the values it represents are spiritual as well as physical, aesthetic as well as monetary; and that it is within the power of the Mayor and Council to determine that a community should be beautiful as well as healthy, spacious as well as clean, well balanced as well as carefully patrolled;

WHEREAS, it is also the opinion of the Mayor and Council that "general welfare" includes the valid public objectives of aesthetics, conservation of the value of existing lands and buildings within the City, making the most appropriate use of resources, preserving neighborhood characteristics, enhancing and protecting the economic well-being of the community, facilitating adequate provision of public services, and the preservation of the resources of the City;

WHEREAS, the Mayor and Council is, and has been, interested in developing a cohesive and coherent policy regarding certain uses in the City, and has intended to promote community development through stability, predictability and balanced growth which will further the prosperity of the City as a whole;

WHEREAS, the Mayor and City Council is evaluating possible revisions to the City's zoning ordinances, comprehensive plan, and future land use map and considering future infrastructure needs and trends with respect to the re-zoning of any property to any residential zoning or classification so as to address current development trends; and

WHEREAS, the Mayor and City Council passed a moratorium at the July 2025 City Council meeting, and a first extension passed at the December 2025 meeting, such moratorium to expire on June 30, 2026, and City staff continues to work on such matters noted above; and

WHEREAS, it is in the best interest of the citizens of the City to extend the moratorium on the re-zoning of any property to any residential zoning or classification until the review is completed.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF PORT WENTWORTH, GEORGIA, in regular meeting assembled and pursuant to lawful authority thereof, as follows:

1. It is hereby determined that the City's zoning ordinances, comprehensive plan, and future land use map and infrastructure needs and trends require review as they relate to re-zoning of any property to any residential zoning or classification; that substantial detriment and irreparable harm may result if further regulation of re-zoning of any property to any residential zoning or classification is needed and not implemented; that such review requires that there be a cessation of limited duration of all re-zoning of any property to any residential zoning or classification; and that it is necessary and in the public's interest to delay, for a reasonable and finite period of time, the re-zoning of any property to any residential zoning or classification to ensure that the design, development, and location of such are consistent with the long-term planning objectives of the City.
2. There is hereby extended the moratorium on the acceptance and processing by City staff of re-zoning of any property to any residential zoning or classification on any property within the City to an under the current zoning ordinances of the City.
3. The duration of this moratorium extension shall be until the City lifts this moratorium by vote of the Mayor and Council, or until 5:00pm on December 31, 2026, whichever date is earliest.
4. This moratorium extension shall have no effect upon completed applications for re-zoning of any property to any residential zoning or classification which have been accepted for processing by the City's staff prior to the effective date of this Resolution, or the initial moratorium resolution; nor shall the moratorium have an effect on applications occurring before such effective date; nor shall this moratorium have an effect on applications other than re-zoning of any property to specifically any residential zoning or classification.
5. This moratorium extension shall have no effect upon application approvals occurring before the effective date of this Resolution or the initial moratorium resolution.
6. It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Resolution are and were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional. It is hereby declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Resolution is severable from every other section, paragraph, sentence, clause or phrase therein. It is hereby further declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Resolution is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Resolution. In the event that any phrase, clause, sentence, paragraph or section of this Resolution shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgement or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional, or otherwise unenforceable any of the remaining phrases, clauses,

sentences, paragraphs, or sections of the Resolution and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Resolution shall remain valid, constitutional, enforceable, and of full force and effect.

7. All Resolutions or parts of Resolutions in conflict with this Resolution are, to the extent of such conflict, hereby repealed.

8. The preamble of this Resolution shall be considered to be and is hereby incorporated by reference as if fully set out herein.

9. The proper officers and agents of the City are hereby authorized to take any and all further actions as may be required in connection with this Resolution.

10. This Resolution shall take effect immediately upon its adoption.

APPROVED AND ADOPTED by the Mayor and Council of Port Wentworth, Georgia,
this the _____ day of _____, _____.

TRACY SAUNDERS, Mayor

ZAHNAY SMILEY, Clerk of Council



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 06/18/26
Department: Administration
Category: Agreement
Prepared By: Zahnay Smoak
Department Head:

SCHEDULED

AGENDA ITEM (ID)

DOC ID:

Community Relations and Marketing Agreement

Issue/Item: Live Like Locals PR & Marketing Services Agreement for the City of Port Wentworth

Background: The City of Port Wentworth is in a defining moment of growth. With the 150+ acre sports and entertainment park underway, the Anchor Park Entertainment District taking shape, ongoing development along Highway 21, and continued investment in our downtown corridor, the City’s story is bigger and more consequential than ever before. As construction milestones, ribbon cuttings, public events, and economic development announcements accelerate, the City has a corresponding obligation to communicate clearly, consistently, and professionally with residents, businesses, regional media, and prospective visitors. Establishing a dedicated, in-house caliber PR and marketing partner is the next logical step in protecting and elevating the City’s brand, controlling the public narrative, and ensuring our communications keep pace with the growth taking place on the ground.

Facts and Finding:

Live Like Locals (LLL) will serve as the City’s embedded PR and marketing partner, operating on a 12-month strategic calendar aligned to Port Wentworth’s tourism, events, and economic development objectives. The engagement converts City communications into a deliberate brand building platform designed to drive visitation, attract investment, and grow the local tax base.

LLL’s “City Content Engine” produces flagship video features, weekly short form content, and a dedicated Anchor Park Progress series, positioning Port Wentworth as a destination across digital and regional media. Bundled deliverables include website and social media management, graphic design, event photography, email and text communications, press relations, and crisis management, an integrated capability that would be cost prohibitive to build in house.

The return is a unified City brand, stronger regional visibility, increased event attendance, and a marketing platform that matches the caliber of the development itself, supporting the long-term economic impact of Anchor Park and the broader Highway 21 corridor.

Funding:

\$8,750 per month , \$105,000 annual total.

Initial term of 12 months with automatic renewal subject to 90-day termination notice.

Recommendation:

LIVE LIKE LOCALS

PR & Marketing

PR & Marketing Services Agreement

City of Port Wentworth, Georgia

2026

INTRODUCTORY / PHASE 1 ENGAGEMENT

This agreement is presented to the City of Port Wentworth as a preferred community partner.

1. Parties to This Agreement

This PR & Marketing Services Agreement (“Agreement”) is entered into between:

<p>Service Provider Live Like Locals www.livelikelocals.tv Authorized Representative: _____</p>	<p>Client City of Port Wentworth, Georgia portwentworthga.gov Authorized Representative: _____</p>
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Together referred to as “the Parties.” This Agreement is effective as of the date of final signature below.

2. Purpose of This Agreement

The City of Port Wentworth (“the City”) hereby engages Live Like Locals to serve as its official PR and Marketing partner. This Agreement defines the scope of services Live Like Locals will deliver, the investment structure, and the terms governing the relationship.

The City of Port Wentworth is experiencing meaningful growth, including new development, expanded infrastructure, and increased community activity. With that growth comes the responsibility to communicate clearly, consistently, and proactively with residents, businesses, and regional partners. Live Like Locals is engaged to fulfill that responsibility on behalf of the City.

Live Like Locals serves as more than a vendor. As the City’s PR and Marketing partner, Live Like Locals participates in strategic forecasting, builds and executes the City’s communications narrative, and delivers measurable results at every level of engagement.

3. The Live Like Locals Difference

Live Like Locals is a hybrid community-driven marketing platform that combines PR, in-person events, curated socials, and consistent digital media and video storytelling. No other PR firm, marketing company, or event planner in the region creates more community touchpoints each month.

What sets Live Like Locals apart from a traditional vendor or agency:

A Proactive Team Member

Live Like Locals guides strategic planning from day one - developing intentional messaging consistent with today’s needs and the City’s long-term goals. The City gains a partner actively present at the planning table, not simply executing tasks handed to them.

Built on a Marketing Foundation

The team’s expertise is rooted in developing strategic marketing and communications plans. Rather than reactively responding to requests, Live Like Locals proactively identifies where communications can drive better outcomes and stronger community engagement.

Story-Driven Narrative Building

Live Like Locals connects the dots across departments, community voices, and real-time city developments to create a clear, credible narrative. The community deserves to understand where their city is headed, and Live Like Locals makes that story compelling and accessible.

Reporting & Accountability

The City will never wonder what Live Like Locals is doing or whether the strategy is working. Results speak through consistent reporting, transparent metrics, and regular communication with City leadership.

PR & Community Relationship Building

Live Like Locals actively manages relationships with local and regional media entities, community leaders, elected officials, and key stakeholders - ensuring the City’s voice is represented accurately and favorably in every public arena.

4. Scope of Services

The following outlines the services Live Like Locals will deliver on behalf of the City of Port Wentworth under this Agreement.

4A. Marketing Services

Website Management

Live Like Locals will maintain and update the City's website on an as-needed basis to ensure accurate, timely public-facing information at all times.

Social Media Management

- **Full Management:** City Page and Anchor Park Page
- **Partial Management:** Police Department, Fire Department, Parks & Recreation, and Amphitheater
- **Social Media Ad Management** (ad expenditures billed separately (see Section 8.4))

Graphic Design

Custom design assets for social media, website, flyers, event invitations, presentations, conference materials, and sponsorship decks.

Text Messaging

- Day-to-day resident communication
- Crisis Response communication with residents

Photography

Professional photography of all major City events, with photos delivered for immediate release and future publication use.

Monthly Email Newsletter

A monthly newsletter featuring community updates from all major City departments, distributed to the City's subscriber list. [NEW SERVICE]

Story-Driven Marketing Campaigns

Comprehensive, multi-channel marketing campaigns for all major events and milestones - developed at both the annual planning level and the individual event/activity level.

4B. Public Relations Services

Strategic Communications

Live Like Locals develops intentional, consistent messaging aligned with the City's goals, shaping how information is shared, how stories are told, and how trust is built with key audiences including residents, media, businesses, and regional partners.

Press Liaison & Press Releases

Live Like Locals writes all press releases and manages relationships with local and regional media outlets to ensure consistent coverage of key milestones and City occurrences.

Press Conferences [NEW SERVICE]

Live Like Locals will assist with the setup and coordination of press conferences, including invitations to media representatives and key community leaders as appropriate.

Ribbon Cuttings & Ground Breakings

Live Like Locals will assist with facilitation of ribbon cuttings and milestone announcements including: invitations to key leaders and press, RSVP tracking, event setup and breakdown, emcee services, content capture, post-event messaging, and integration of the milestone into future marketing efforts.

Crisis & Reputation Management

Live Like Locals collaborates with the City Manager and department leads to guide officials in developing clear, unified messaging - ensuring the community remains informed and trust is maintained during times of crisis and rapid response.

PR & External Relationship Management

Live Like Locals manages ongoing communications with other media entities, community organizations, elected officials, and regional leaders on behalf of the City, fostering positive relationships that support the City’s reputation and goals.

4C. Video Production

Video is central to the City’s communications strategy. Live Like Locals will produce story-driven video content across the following categories:

Event Videos	City Growth Videos
<p>Invitation Videos Story-driven content sharing the purpose and history behind each event.</p> <p>Post-Event Recap Videos</p>	<p>Monthly Update Videos Milestone and recap videos documenting city progress for the community.</p> <p>Post-Event Recap Videos (groundbreakings, ribbon cuttings, etc.)</p>

For each goal, milestone, and event, Live Like Locals will build a strategic communications plan incorporating video. Expert-level planning is included at every stage.

5. 2026 Video & Content Strategy

The following is the content framework Live Like Locals will execute on behalf of the City of Port Wentworth throughout 2026. This strategy creates consistency, builds community trust, and documents the City’s progress in an engaging, story-driven format. All elements will be refined collaboratively during onboarding.

The City Content Engine

Port Wentworth’s content will run like a recurring show, not random posts. The strategy operates across two primary lanes:

Lane A: Monthly Flagship Video Series	Lane B: Short-Form Weekly Content
<ul style="list-style-type: none"> • 1-2 flagship episode per month (3–6 minutes) • Posted to City Website, YouTube, and Facebook • Cut into 8–15 short clips per month for additional reach 	<ul style="list-style-type: none"> • 3–5 reels per week (15–45 seconds) • Instagram, Facebook Reels, and YouTube Shorts • Supports city events, community pride, and development progress

Monthly Episode Structure

Each episode follows a repeatable format, creating a dependable “show” that residents begin to expect and look forward to:

- **Mayor’s Address (approx. 10 sec):** A brief, consistent welcome from the Mayor opening each monthly episode
- **Feature Story (60–120 sec):** Highlight a project, City leader, department, or local business
- **Event Spotlight (60–90 sec):** Promote one major upcoming event or milestone
- **Community Moment (30–60 sec):** Youth, seniors, volunteers, or nonprofit spotlight
- **Anchor Park Progress Update (30–60 sec):** Ongoing segment included in every episode until the park is complete
- **Call to Action (approx. 10 sec):** RSVP, share, volunteer, follow, or newsletter signup

Anchor Park Progress Strategy

Since a ribbon cutting date has not yet been confirmed, Anchor Park will be treated as its own ongoing mini-series within the monthly content. Every month Live Like Locals will deliver:

- One dedicated segment in the flagship monthly video (30–60 sec)
- One photo carousel recap: “What’s New at Anchor Park This Month”
- Quarterly drone footage to capture the scale of progress visually

As the opening date approaches, Anchor Park transitions from a supporting segment to the Feature Story - building anticipation and community excitement for the ribbon cutting.

Recommended: A dedicated “Anchor Park Progress Hub” page on the City website, archiving all monthly updates and videos.

Annual Calendar & Long-Game Strategy

At the start of each year, Live Like Locals will develop a full annual communications calendar with the City. This includes:

- All major events and milestones mapped and scheduled 12 months in advance

- Save-the-date communications sent to residents and media no less than 4 months before each major event
- Event pages, registration links, and promotional assets prepared well ahead of each campaign launch
- Annual content themes established so every month’s content builds toward a cohesive city narrative
- Federal holidays identified and incorporated into the content calendar with appropriate civic messaging
- Voter registration reminders, election information, and civic participation posts scheduled in advance

This “long-game” approach ensures the City is never caught reacting. Every event, campaign, and milestone is planned, resourced, and promoted with the lead time it deserves.

Short-Form Content Pillars (Weekly Rotating)

Short-form content is not just promotional. It is community building. Live Like Locals will rotate content across five weekly pillars:

- **Event Hype:** previews, vendor announcements, logistics, and countdowns
- **City Pride & People:** resident spotlights, school wins, and volunteer recognition
- **Progress & Development:** Anchor Park updates, road improvements, and beautification
- **Quick Info / Civic Education:** “Did You Know?” city services, meeting schedules, and voting information
- **Business & Community Partners:** local business shoutouts and sponsor highlights

Event Promotion Framework

Every major City event will receive the same structured PR and marketing campaign, ensuring consistency and maximum impact. Note: placement in external publications (print, digital, broadcast) is billed separately (see Section 8.4).

Important: For PR specifically, 6–8 weeks is the minimum window for broadcast and digital outreach. Long-lead print and magazine placements operate on 6–12 week editorial cycles of their own. For any event where print or feature media coverage is a goal, Pre-Phase PR activity must begin 10–12 weeks out. Relationship-building and media list preparation should always precede the first pitch.

Phase	Timing	PR & Marketing Activities
Pre-Phase: PR Foundation	10–12 weeks before event (for print/feature media goals)	Media list development: building and refreshing the targeted list of journalists, editors, and producers. Embargo strategy: identifying newsworthy hooks and offering select outlets early access or exclusives in exchange for guaranteed placement. Long-lead print and magazine pitching begins. (For broadcast/digital-only goals, this phase may begin at 6–8 weeks.)
Phase 1: Awareness	6–8 weeks before event	Formal campaign launch. Note: save-the-date communications have already been distributed as part of the Annual Long-Game Strategy (see Section 5). Announcement video produced and distributed. Press release issued to local and regional media. Events listed on the City website and all social platforms. Sponsorship deck prepared for City use. PR pitch to relevant digital and broadcast publications (placement billed separately per Section 8.4).

Phase 2: Momentum	4–5 weeks before event	Weekly countdown reels and social content. Broadcast media outreach: specific pitching to TV news and radio stations for segment coverage. Press kit preparation: fact sheets, bios, high-resolution assets, and spokesperson talking points delivered to interested journalists. Media follow-up and coverage confirmation. Partner, vendor, and sponsor spotlights.
Phase 3: Media Interviews	3–4 weeks before event	Interview coordination: scheduling spokespeople and key City figures with outlets that have confirmed interest. Spokesperson prep and talking point review. Confirmation of all broadcast segment dates and times. Final media list review and any last outreach to outlets not yet confirmed.
Phase 4: Final Push & Coverage	Event week + 48–72 hrs after	Daily social reels and countdown content. Live day-of clips and on-site media escort. Proactive pitching for post-event feature coverage, focusing on human interest angles and community impact stories pitched to long-form and lifestyle outlets (separate from the standard press release). Post-event press release issued within 24 hours. Recap video and photo album delivered within 72 hours. Press clippings and coverage tracking: all earned media documented and compiled for City leadership, sponsors, and stakeholders. Milestone integrated into future marketing efforts.

Sample 2026 Campaign Calendar

The calendar below is provided as an illustrative example of how a full-year communications strategy could be structured for Port Wentworth. A comprehensive, finalized Campaign Calendar, tailored to the City’s confirmed events, priorities, and goals, will be developed collaboratively during a dedicated Strategy Planning Session held at the commencement of this Agreement.

Month	Episode Theme, Content Focus & Calendar Notes
January	New Year, New Momentum - City priorities + 2026 announcements, tease Anchor Park progress plan. Annual calendar release. Save-the-dates begin going out for spring events. MLK Day civic content.
February	Community Growth: Quality of life improvements, business and community partner spotlight. Black History Month recognition. Valentine’s Day community content.
March	Stand Up for America Early Promo: Patriotic messaging, civic pride, and public safety highlights. Save-the-date push for April event.
April	Stand Up for America Final Push and Coverage: Big countdown content + aftermovie recap. Federal holidays (Easter/spring content as applicable).
May	Juneteenth Awareness Ramp-Up: Cultural education reels, spotlighting community leaders and voices. Mother’s Day community content. Memorial Day civic recognition.
June	Juneteenth: Community unity theme, recap video and interviews. Father’s Day content. Summer kickoff and recreation programming highlights.
July	Latin Festival Ramp-Up: Culture & Community theme, vendor/food/music previews. Independence Day civic content and public safety messaging.
August	Latin Festival Coverage: Live reels, event recap, community interviews. Back-to-school safety tips, schedule reminders, and school partnership content.

September	Fall Festival Ramp-Up: Family fun theme, school partnerships, sponsor spotlights. Labor Day civic recognition.
October	Fall Festival: Big momentum content, harvest theme, vendor and sponsor coverage. Voter registration reminders and election information posts.
November	Holiday Tree Lighting Build-Up: Season of Giving, City appreciation, volunteer recognition. Veterans Day tribute content. Thanksgiving community messaging.
December	Holiday Tree Lighting + Year-in-Review: Recap, highlights, and annual progress episode. Holiday civic content.

6. Expected Outcomes

The City of Port Wentworth can expect the following outcomes from this engagement. These are not guarantees. They are the natural results of consistent, professional communications executed at scale by an experienced team.

Community Awareness

Residents will become better informed about City-wide initiatives, directives, and facts. Misinformation is countered with a proactive, consistent presence online and in the community.

Stronger Digital Presence

The City will have a trusted, up-to-date online presence that residents and visitors rely on for accurate information, with clear pathways to deepen engagement.

Control of the Narrative

Story-driven content shifts public perception toward a well-rounded, accurate view of the City, celebrating wins, explaining change, and building long-term trust.

Increased Event Attendance & Visitors

More communications, more content, and more engagement directly increases awareness of and attendance at City events and programs.

Proactive Strategic Planning

City leadership will have an expert communications partner at the table for every major initiative, guiding strategy on PR, marketing, and events before problems arise.

PR & Media Relationship Growth

Live Like Locals will build and maintain ongoing relationships with local media, regional publications, community leaders, and elected officials, expanding the City's presence and credibility across all relevant channels.

A Partner That Grows With the City

As Live Like Locals continues to grow its platform and community presence in the region, that growth directly benefits the City, expanding reach, deepening engagement, and strengthening the partnership over time.

7. Investment

The City of Port Wentworth is engaging Live Like Locals under the Phase 1: Getting Started rate. This rate reflects a discounted, introductory investment offered as part of a preferred community partnership, with the mutual understanding that Live Like Locals will have the opportunity to co-host events at Anchor Park.

All pricing is subject to mutual agreement and final execution. Future scope expansions will be addressed through a written amendment to this Agreement.

Phase 1: Getting Started \$8,750 / Month

PR & Marketing Management: Daily Operations, Communications & Beginning to Tell the Story of Growth

What This Agreement Covers:

This is not a starter package. It is a full PR and marketing operation built specifically for the City of Port Wentworth. The investment covers the following bundled services:

- Full social media management: City Page and Anchor Park Page
- Partial social media management: Police Department, Fire Department, Parks & Recreation, and Amphitheater
- Graphic design for all City communications needs
- Website maintenance and updates
- Text messaging: day-to-day and crisis response
- Photography of major City events
- Strategic PR, press liaison services, and media relationship management
- Assistance with ribbon cutting and ground breaking facilitation
- Crisis and reputation management support
- Story-driven video production: event and growth videos
- Strategic communications planning and messaging development
- Monthly email newsletter
- Annual communications calendar development

This rate is offered with the understanding that Live Like Locals will have the opportunity to co-host events at Anchor Park as part of the relationship, a value exchange that benefits both parties and the broader Port Wentworth community.

Future Scope Expansion

As the City grows, Live Like Locals is prepared to expand services through mutually agreed scope amendments, including Full-Service Event Management, Weekly City Video Series, expanded social media accounts, monthly press conferences, and an Annual City of Port Wentworth Day Campaign. Expansion is initiated at the City's direction, on no fixed timeline.

8. Terms & Conditions

The following terms govern this Agreement. All terms are subject to final approval and execution by both parties.

8.1 Term Length

This Agreement has an initial term of 12 months from the effective date. Following the initial term, this Agreement will automatically renew for a two-year term unless either party provides written notice of termination or a desire to renegotiate terms.

Year 2 rates: \$9,250 per month

Year 3 rates: \$9,750 per month

Either party may terminate or initiate renegotiation with 90 days written notice.

8.2 Monthly Retainer

The monthly investment of \$8,750 is due on the 1st of each month. Live Like Locals will invoice the City 15 days in advance of the due date. Payments are non-refundable once the service month has commenced.

8.3 Scope Changes

Any material additions to the scope of services will be agreed upon in writing prior to execution. Live Like Locals will provide a written estimate for all out-of-scope work before proceeding.

8.4 Media, Advertising & Publication Placement

Paid social media advertising budgets are separate from the monthly retainer and require advance written authorization from the City. All placement in external publications - including print, digital, broadcast, or sponsored editorial - is billed separately at cost plus a placement management fee. Live Like Locals will provide written estimates for all placement spend prior to booking.

8.5 Content Ownership

All content produced on behalf of the City of Port Wentworth under this Agreement is owned by the City upon full payment. Live Like Locals retains the right to reference this work in portfolios, proposals, and marketing materials unless otherwise directed by the City in writing.

8.6 City Cooperation

The City agrees to provide Live Like Locals with timely access to relevant information, spokespeople, events, and approvals necessary to fulfill the agreed scope. Delays caused by City-side approvals may affect deliverable timelines and do not constitute a breach by Live Like Locals.

8.7 Confidentiality

Both parties agree to maintain the confidentiality of sensitive information shared during the course of this Agreement. Live Like Locals will not share City strategy, communications plans, or internal information with outside parties without the City's prior written consent.

8.8 Indemnification

Each party agrees to indemnify and hold harmless the other from any claims, damages, or liabilities arising out of their own actions, omissions, or negligence in connection with this Agreement.

8.9 Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia. Any disputes shall be resolved in the appropriate courts of Chatham County, Georgia.

8.10 Entire Agreement & Amendments

This Agreement constitutes the entire understanding between the parties regarding the subject matter herein and supersedes all prior discussions or understandings. This Agreement may be amended at any time by mutual written consent. Verbal agreements are not binding unless confirmed in writing and executed by both parties.

9. As-Needed Services

The following services are available outside of the monthly retainer and are invoiced separately based on scope and schedule.

Service	Description	Pricing
Full-Service Event Planning	Lead all planning efforts: scope, budget, activities, vendor management, day-of operations, and post-event reporting	\$3,000 to \$15,000 maximum per event event quantity: unlimited
Event Emcee	Live Like Locals Ambassador emcee providing a professional, engaging experience for event attendees	\$350 (up to 4 hrs) \$750 (4–6 hrs) \$1,000 (6–8 hrs)
Additional Video Production	Story-telling campaigns and videos beyond the monthly retainer scope	Varies by campaign size & scope

10. Agreement & Signatures

By signing below, the City of Port Wentworth confirms its engagement of Live Like Locals as its official PR and Marketing partner, and both parties agree to the terms and scope outlined in this Agreement.

LIVE LIKE LOCALS

Service Provider

Authorized Signature

Printed Name & Title

Date

CITY OF PORT WENTWORTH

Client

Authorized Signature

Printed Name & Title

Date

www.livelikelocals.tv



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 06/18/26
Department: Administration
Category: Alcoholic Beverage
License
Prepared By: Zahnay Smoak
Department Head:

SCHEDULED

AGENDA ITEM (ID)

DOC ID:

Alcoholic Beverage License Application submitted by Keith J. Wilson for Distilled Spirits Consumption on Premises/ Wine Consumption on Premises / Malt Beverage Consumption on Premises Sales License for Ice Cove (18 Anchor Park Boulevard) located in a C-2 (General Commercial) Zoning District

Issue/Item: Alcoholic Beverage License Application submitted by Keith J. Wilson for Distilled Spirits/ Wine / Malt Beverage Consumption on Premises Sales License for Ice Cove (18 Anchor Park, Port Wentworth GA) located in a C-2 (General Commercial) Zoning District.

Background: The applicant has submitted this application due to a add services.

Facts and Finding: The applicant, Keith J. Wilson, has properly completed and filed the City application and paid all applicable fees. Mr. Wilson has listed three residents of the City as references, and he has passed the criminal background check conducted by the Port Wentworth Police Department.

Funding: N/A

Recommendation:

CITY OF PORT WENTWORTH ALCOHOL BEVERAGE LICENSE APPLICATION

Administration Department | 7224 GA Highway 21, Port Wentworth, Georgia 31407

Phone: 912.964.4379 | Fax: 912.966.7429

This application must be completely filled out for processing. Please type or print legibly in blue or black ink.

LICENSE DETAILS		
ALL LICENSES REQUIRE AN ANNUAL RENEWAL. FAILURE TO RENEW MAY RESULT IN FINES, SUSPENSION OR LOSS OF LICENSE.		
TYPE OF ALCOHOL PERMIT:		
<input checked="" type="checkbox"/> New License		
LICENSE TYPE:		
<input type="checkbox"/> \$1,631.09 Distilled Spirits Consumption on premises within the Central Business District		
<input checked="" type="checkbox"/> \$4,349.59 Distilled Spirits Consumption on premises outside the Central Business District		
<input type="checkbox"/> \$2,174.79 Distilled Spirits Wholesale		
<input type="checkbox"/> \$4,349.59 Distilled Spirits Manufacturer		
<input type="checkbox"/> \$5,436.99 Distilled Spirits by the Package Retail		
<input type="checkbox"/> \$543.70 Wine Package Retail	<input type="checkbox"/> \$543.70 Malt Beverage Package Retail	
<input checked="" type="checkbox"/> \$326.22 Wine Consumption on Premises	<input checked="" type="checkbox"/> \$543.70 Malt Beverage Consumption on premises	
<input type="checkbox"/> \$271.85 Wine Wholesale	<input type="checkbox"/> \$271.85 Malt Beverage Wholesale	
<input type="checkbox"/> \$271.85 Wine Manufacturer	<input type="checkbox"/> \$815.55 Malt Beverage Manufacturer	
<input type="checkbox"/> \$217.48 Wine Importer		
\$50.00 Administrative Fee (Applied to all NEW licenses) - \$35.00 Publishing Fee (Applied to all NEW licenses)		
TOTAL ALCOHOL PERMIT FEE \$ <u>5,304.51</u>		
ALCOHOL LICENSE REGISTRATION:		
Georgia Alcoholic Beverage License Number _____	Occupational Tax Number _____	Alcohol License Number _____
<small>Issued by the Governor's Department of Revenue</small>	<small>Issued by the City of Port Wentworth</small>	<small>Issued by the City of Port Wentworth</small>

APPLICANT INFORMATION					
APPLICANT FULL LEGAL NAME (Last, First, Middle): Wilson, Keith Jacoby				ISSUING STATE/DRIVER LICENSE NUMBER: GA _____	
SOCIAL SECURITY NUMBER: _____		DATE OF BIRTH (mm/dd/yyyy): _____		PLACE OF BIRTH (City, State, Country): Tarboro, NC	
RACE: Black	SEX: Male	HEIGHT: _____	WEIGHT: _____	HAIR COLOR: Black	EYE COLOR: Brown
PHYSICAL HOME ADDRESS: _____		CITY: _____	STATE: _____	ZIP CODE: _____	
MAILING ADDRESS: (if different) Same		CITY: _____	STATE: _____	ZIP CODE: _____	
HOME PHONE NUMBER: _____	MOBILE NUMBER: _____	EMAIL ADDRESS: keith.wilson@oakviewgroup.com			

RESIDENT STATUS
Are you a U.S. citizen? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, answer the following: <input checked="" type="checkbox"/> Native Born <input type="checkbox"/> Naturalized
If Naturalized, provide Alien Registration Number _____ <small>Issued from the U.S. Citizenship & Immigration Services (USCIS)</small>
If NO, please state your legal status in the United States? _____
Provide supporting documents i.e. Visa, Resident Alien, Employment Authorization Documents, etc. Attach additional sheet if needed.

RESIDENTIAL ADDRESSES

List residential addresses for the past five (5) years starting with your current address. If additional space is needed, please attach a list with the information shown below.

Number and Street	City, State, Zip	From (mm/yyyy)	To (mm/yyyy)
			PRESENT Present

EMPLOYMENT HISTORY

List employment for the past five (5) years beginning with your current employer. Indicate periods of unemployment, retirement or self-employment, including dates. If retired or self-employed, include name of company from which you retired or owned, and the position you held, or type of business owned. If additional space is needed, please attach a list with the information shown below.

Name of Employer/Company	Address (Street, City, State, Zip)	Position Held/Business Type	From (mm/yyyy)	To (mm/yyyy)
Oak View Group	Savannah, GA 31415	General Manager	2006	Present
Cracker Barrel	Savannah, GA 31419	General Manager	2006	2022

EDUCATION

List schools attended including High School and Postgraduate, location, certificates, diplomas or degrees received, and dates attended. If additional space is needed, please attach a list with the information shown below.

Name of School	Address (Street, City, State, Zip)	Certificate/Diploma/Degree	From (mm/yyyy)	To (mm/yyyy)
Nash Community College	Rocky, NC 27804	Associates Degree	2009	2011
Rocky Mount High School	Rocky Mount, NC 27803	H.S. Diploma	2003	2007

MILITARY SERVICE

List branch of service, serial numbers, type of discharge if applicable and periods of service. If additional space is needed, please attach a list with the information shown below.

Branch of Service	Serial Number	Type of Discharge	From (mm/yyyy)	To (mm/yyyy)
N/A				

CRIMINAL HISTORY

WARNING - Failure to make full disclosure in responses to these questions may result in denial or subsequent revocation of the license

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

a. Ever been convicted of any crime or violation of law in any locality?
If yes, was conviction for other than a traffic violation? ___ Yes X No ___ Yes ___ No

b. Ever served time in prison or other correctional institution? ___ Yes X No ___ Yes ___ No

c. Ever had an alcoholic beverage license suspended or revoked at any time in any locality? ___ Yes X No ___ Yes ___ No

d. Ever been cited for an alcoholic beverage violation?
If yes, list on separate sheet of paper. ___ Yes X No ___ Yes ___ No

If the answer to any part of the above questions is yes for the applicant or any person connected with or having an interest in said business, describe the circumstances for each person. For convictions include (a) the name of the person convicted, (b) nature of the crime, (c) the sentence or fine levied, (d) the date of the conviction, and (e) the jurisdiction in which said conviction occurred. For alcoholic beverage license suspensions and revocations include (a) the name of the person involved, (b) basis for suspension or revocation, (c) the punitive action taken, (d) the date of the action, and (e) the jurisdiction in which the suspension or revocation action was taken.

Listed on separate paper? ___ Yes X No, such convictions, license suspensions or revocations.

BUSINESS INFORMATION			
LEGAL BUSINESS NAME: <i>(As filed with Clerk of Superior Court Chatham Co.)</i> Ovations Food Services, L.P.		DOING BUSINESS AS (DBA) NAME <i>If applicable:</i> Ice Cove	
BUSINESS TYPE: <input type="checkbox"/> Convenience Store <input type="checkbox"/> Hotel <input type="checkbox"/> Package Shop <input type="checkbox"/> Restaurant <input type="checkbox"/> Wholesale <input type="checkbox"/> Supermarket <input checked="" type="checkbox"/> Other (Explain) <u>Sporting Facility</u>			
FEDERAL EMPLOYMENT ID NUMBER (FEIN): [REDACTED]		GEORGIA SALES TAX ID NUMBER (STIN): [REDACTED]	
BUSINESS ADDRESS (Physical Location): 18 Anchor Park Boulevard		CITY: Port Wentworth	STATE: GA ZIP CODE: 31407
BUSINESS MAILING ADDRESS: 5050 S. Syracuse Street, 8th Floor		CITY: Denver	STATE: CO ZIP CODE: 80237
DISTANCE FROM NEAREST SCHOOL OR CHURCH <i>(Distance in miles or feet):</i> N/A		ZONING DISTRICT: C-2	
PRIMARY PHONE NUMBER: 651-202-1636		SECONDARY PHONE NUMBER: 651-202-1636	
BUSINESS EMAIL ADDRESS: licensing@oakviewgroup.com			

OWNER INFORMATION <i>If business has more than one owner, attach additional sheet with the information below.</i>					
LEGAL STRUCTURE OF OWNERSHIP ENTITY: <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input checked="" type="checkbox"/> <u>Limited Partnership</u>					
OWNER FULL LEGAL NAME (Last, First, Middle): Please see attached Exhibit "A"				ISSUING STATE/DRIVER LICENSE NUMBER:	
SOCIAL SECURITY NUMBER:		DATE OF BIRTH (mm/dd/yyyy):		PLACE OF BIRTH (City, State, Country):	
RACE:	SEX:	HEIGHT:	WEIGHT:	HAIR COLOR:	EYE COLOR:
PHYSICAL HOME ADDRESS:		CITY:		STATE: ZIP CODE:	
MAILING ADDRESS: (if different)		CITY:		STATE: ZIP CODE:	
HOME PHONE NUMBER:		MOBILE NUMBER:		EMAIL ADDRESS:	

FINANCING			
Please provide investment details, including notes, loans, gifts, cash, services or equipment, and operating capital. If additional space is needed, please attach a list with the information shown below. <i>As the food and beverage concessionaire, Ovations Food Services, L.P. is not investing any funds into the business.</i>			
INVESTOR	Owner	AMOUNT INVESTED	\$
INVESTOR	Party Other Than the Owner	AMOUNT INVESTED	\$
INVESTOR	Any Party / Parties	AMOUNT INVESTED	\$
TOTAL AMOUNT OF INVESTMENT			\$

BORROWED CAPITAL			
Name of Lender	Date Borrowed	Amount Borrowed	Interest Rate
N/A		\$	%
		\$	%
		\$	%

Please list the names all of parent, affiliates, or subsidiary corporations who own more than 10% of the business who have received or will receive, as a result of your operation under the requested license, any financial gain, loss or payment derived from any interest or income from the operation. If additional space is needed, please attach a list with the information shown below.

City of Port Wentworth Alcohol License Application of
 Ovations Food Services, L.P. d/b/a Ice Cove
 18 Anchor Park Boulevard, Port Wentworth, GA 31407

Exhibit "A"

Officer and Owners of Ovations Food Services, L. P.

NAME	ADDRESS	SSN	Position	Date of Birth	Driver's License #	% Interest
Brian P. Rothenberg	[REDACTED] Moorestown, NJ 08057	[REDACTED]	President and Secretary	[REDACTED]	[REDACTED]	0%
Kenneth J. Gaber	[REDACTED] Golden, CO 80401	[REDACTED]	Vice President and Treasurer	[REDACTED]	[REDACTED]	0%
Spectra US, LLC	[REDACTED] Philadelphia, PA 19112	[REDACTED]	Partner	N/A	N/A	.59% general partner and 98.82% limited partner
Ovations Food Services, LLC	[REDACTED] Philadelphia, PA 19112	[REDACTED]	Partner	N/A	N/A	.59% General Partner

Please see attached Exhibit "A"

Individual/Business Name	Social Security Number	Issuing State/Driver License Number	Date of Birth	Sex	% of Ownership
Individual/Business Name	Social Security Number	Issuing State/Driver License Number	Date of Birth	Sex	% of Ownership
Individual/Business Name	Social Security Number	Issuing State/Driver License Number	Date of Birth	Sex	% of Ownership
Individual/Business Name	Social Security Number	Issuing State/Driver License Number	Date of Birth	Sex	% of Ownership

REFERENCES

Give the names, addresses, and telephone numbers of three (3) citizens residing within City limits of Port Wentworth as references:

Name	Address (Number and Street)	Contact Number
Jared Laczko	[REDACTED]	[REDACTED]
Ciara Williams	[REDACTED]	[REDACTED]
Kelly Melton	[REDACTED]	[REDACTED]

ACKNOWLEDGEMENT


The applicant for a license to dispense alcoholic beverages shall be (a) a citizen of the United States of America or Resident Alien, (b) a resident of Chatham County, Georgia, or if not, the designated manager with day to day operating responsibility must be a resident of Chatham County, and (c) the owner of the business, or if the owner of the business is a corporation, partnership, or other legal entity, the applicant shall be (1) a substantial and major stockholder or (2) the manager of the business who regularly operates and supervises the business on the licensed premises.

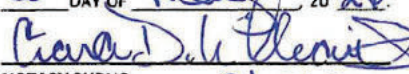
ALL ABOVE INFORMATION IS FULLY UNDERSTOOD AND ALL STATEMENTS SHOWN ABOVE, AND ON ANY ATTACHMENTS ARE GIVEN UNDER OATH, WILLFULLY, KNOWINGLY, AND ABSOLUTELY, AND ARE HEREBY SWORN TO BE TRUE, CORRECT AND COMPLETE. UNDER PENALTY FOR FALSE SWEARING AS PROVIDED BY LAW.

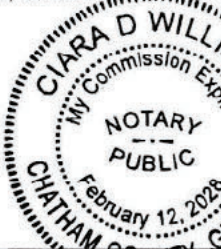
SIGN AND NOTARIZE APPLICATION

WARNING – Georgia Code Title 16. Crimes and Offenses § 16-10-20
 A person who knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device a material fact; makes a false, fictitious, or fraudulent statement or representation; or makes or uses any false writing or document, knowing the same to contain any false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of state government or of the government of any county, city, or other political subdivision of this state shall, upon conviction thereof, be punished by a fine of not more than \$1,000.00 or by imprisonment for not less than one nor more than five years, or both.

I, under penalty of law, hereby swear that I have read all the information provided in this document and any attachments and the information is true and correct. I also understand any false statement or representation in this application can result in my application being denied and/or criminal charges filed against me. I also authorize the City of Port Wentworth to use all legal means to verify the information provided.


 APPLICANT SIGNATURE
 5 / 20 / 2024
 DATE SIGNED BY APPLICANT

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE
 20th DAY OF May 20 26

 NOTARY PUBLIC
 My Commission Expires: 2/12/28



STATE OF GEORGIA

Secretary of State
Corporations Division
315 West Tower
#2 Martin Luther King, Jr. Dr.
Atlanta, Georgia 30334-1530

CERTIFICATE OF AUTHORITY

I, **Karen C Handel**, the Secretary of State and the Corporations Commissioner of the State of Georgia, hereby certify under the seal of my office that

OVATIONS FOOD SERVICES, L.P.
a Foreign Limited Partnership

has been duly formed under the laws of Pennsylvania and has filed an application meeting the requirements of Georgia law to transact business as a foreign Limited Partnership in this state.

WHEREFORE, by the authority vested in me as Secretary of State, the above Limited Partnership is hereby granted, on **01/25/2008**, a certificate of authority to transact business in the State of Georgia as provided by Title 14 of the Official Code of Georgia Annotated. Attached hereto is a true and correct copy of said application.

WITNESS my hand and official seal in the City of Atlanta
and the State of Georgia on January 25, 2008



A handwritten signature in cursive script that reads 'Karen C Handel'.

Karen C Handel
Secretary of State

**CITY OF PORT WENTWORTH
OCCUPATIONAL TAX CERTIFICATE**



**OVATIONS FOOD SERVICES, L.P.
dba ICE COVE
18 ANCHOR PARK BOULEVARD
PORT WENTWORTH GA 31407**

Certificate No.: 1977
Issue Date: 6/05/2026
Expiration Date: 12/31/2026

This certifies that OVATIONS FOOD SERVICES, L.P. has been duly licensed at the Occupation Tax Office of the City of Port Wentworth, and is hereby entitled to practice the business of: 722310 - Food Service Contractors.

Fee: \$ 0.00

THIS CERTIFICATE MUST BE CONSPICUOUSLY DISPLAYED AT ALL TIMES

PLEASE FOLD OR DETACH PRIOR TO DISPLAYING

CITY OF PORT WENTWORTH

OCCUPATIONAL TAX OFFICE
7224 HIGHWAY 21
PORT WENTWORTH, GA 31407
(912) 964-4379

---RECEIPT---

June 05, 2026

Fee Description	# of Employees	Fee Amount
# OF EMPLOYEES 10-99	23	0.00
ADMINISTRATIVE FEE		0.00
	Penalties	\$ 0.00
	Total Fees	\$ 0.00

Your Business License for the period June 11, 2026 - December 31, 2026 is attached.

Total Fees paid for this year are: \$ 0.00

OVATIONS FOOD SERVICES, L.P. dba ICE COVE
5050 S. SYRACUSE STREET, 8TH FLOOR
DENVER CO 80237



Account Number:	758930
Customer Name:	City Of Pt Wentworth
Customer Address:	City Of Pt Wentworth 7224 Ga Highway 21 Port Wentworth GA 31407-9667
Contact Name:	City Of Pt Wentworth
Contact Phone:	9129644379
Contact Email:	
PO Number:	

Date:	06/05/2026
Order Number:	12395969
Prepayment Amount:	\$ 0.00

Column Count:	2.0000
Line Count:	17.0000
Height in Inches:	1.7800

Print

Product	#Insertions	Start - End	Category
SAV Savannah Morning News	1	06/09/2026 - 06/09/2026	Govt Public Notices
SAV savannahnow.com	1	06/09/2026 - 06/09/2026	Govt Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	\$35.00
Tax Amount	\$0.00
Service Fee 3.99%	\$1.40
Cash/Check/ACH Discount	-\$1.40
Payment Amount by Cash/Check/ACH	\$35.00
Payment Amount by Credit Card	\$36.40

Order Confirmation Amount	\$35.00
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PUBLIC HEARING NOTICE

The City of Port Wentworth will have a Public Hearing on Thursday, June 18, 2026, at 7:00 P.M at the regular City Council Meeting to hear questions and/or comments on the following:

1. Alcoholic Beverage License Application submitted by Keith J. Wilson, for Distilled Spirits Consumption on Premises, Wine Consumption on Premises and Malt Beverage Consumption on the Premises for Ice Cove (18 Anchor Park Boulevard, Port Wentworth GA 31407) located in a C-2 (General Commercial) Zoning District.

The above meeting will be held at the City Hall 2nd Floor Council Chambers at 7224 Highway 21, Port Wentworth GA 31407. Please check the City website at <https://portwentworthga.gov/> for more information on how to attend each meeting.



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 06/18/26
Department: Administration
Category: Alcoholic Beverage
License
Prepared By: Zahnay Smoak
Department Head:

SCHEDULED

AGENDA ITEM (ID)

DOC ID:

Alcoholic Beverage License Application submitted by Keith J. Wilson for Distilled Spirits Consumption on Premises/ Wine Consumption on Premises / Malt Beverage Consumption on Premises Sales License for VyStar Pavillion (20 Anchor Park Boulevard) located in a C-2 (General Commercial) Zoning District

Issue/Item: Alcoholic Beverage License Application submitted by Keith J. Wilson for Distilled Spirits/ Wine/ Malt Beverage Consumption on Premises Sales License for Vystar Pavillion (20 Anchor Park, Port Wentworth GA) located in a C-2 (General Commercial) Zoning District.

Background: The applicant has submitted this application due to a add services.

Facts and Finding: The applicant, Keith J. Wilson, has properly completed and filed the City application and paid all applicable fees. Mr. Wilson has listed three residents of the City as references, and he has passed the criminal background check conducted by the Port Wentworth Police Department.

Funding: N/A

Recommendation:

CITY OF PORT WENTWORTH ALCOHOL BEVERAGE LICENSE APPLICATION

Administration Department | 7224 GA Highway 21, Port Wentworth, Georgia 31407

Phone: 912.964.4379 | Fax: 912.966.7429

This application must be completely filled out for processing. Please type or print legibly in blue or black ink.

LICENSE DETAILS

ALL LICENSES REQUIRE AN ANNUAL RENEWAL. FAILURE TO RENEW MAY RESULT IN FINES, SUSPENSION OR LOSS OF LICENSE.

TYPE OF ALCOHOL PERMIT: <input checked="" type="checkbox"/> New License																						
LICENSE TYPE: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><input type="checkbox"/> \$1,631.09 Distilled Spirits Consumption on premises within the Central Business District</td> <td style="width: 50%; border: none;"><input type="checkbox"/> \$543.70 Malt Beverage Package Retail</td> </tr> <tr> <td style="border: none;"><input checked="" type="checkbox"/> \$4,349.59 Distilled Spirits Consumption on premises outside the Central Business District</td> <td style="border: none;"><input checked="" type="checkbox"/> \$543.70 Malt Beverage Consumption on premises</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> \$2,174.79 Distilled Spirits Wholesale</td> <td style="border: none;"><input type="checkbox"/> \$271.85 Malt Beverage Wholesale</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> \$4,349.59 Distilled Spirits Manufacturer</td> <td style="border: none;"><input type="checkbox"/> \$815.55 Malt Beverage Manufacturer</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> \$5,436.99 Distilled Spirits by the Package Retail</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> \$543.70 Wine Package Retail</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><input checked="" type="checkbox"/> \$326.22 Wine Consumption on Premises</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> \$271.85 Wine Wholesale</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> \$271.85 Wine Manufacturer</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> \$217.48 Wine Importer</td> <td style="border: none;"></td> </tr> </table>			<input type="checkbox"/> \$1,631.09 Distilled Spirits Consumption on premises within the Central Business District	<input type="checkbox"/> \$543.70 Malt Beverage Package Retail	<input checked="" type="checkbox"/> \$4,349.59 Distilled Spirits Consumption on premises outside the Central Business District	<input checked="" type="checkbox"/> \$543.70 Malt Beverage Consumption on premises	<input type="checkbox"/> \$2,174.79 Distilled Spirits Wholesale	<input type="checkbox"/> \$271.85 Malt Beverage Wholesale	<input type="checkbox"/> \$4,349.59 Distilled Spirits Manufacturer	<input type="checkbox"/> \$815.55 Malt Beverage Manufacturer	<input type="checkbox"/> \$5,436.99 Distilled Spirits by the Package Retail		<input type="checkbox"/> \$543.70 Wine Package Retail		<input checked="" type="checkbox"/> \$326.22 Wine Consumption on Premises		<input type="checkbox"/> \$271.85 Wine Wholesale		<input type="checkbox"/> \$271.85 Wine Manufacturer		<input type="checkbox"/> \$217.48 Wine Importer	
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\$50.00 Administrative Fee (Applied to all NEW licenses) - \$35.00 Publishing Fee (Applied to all NEW licenses)																						
TOTAL ALCOHOL PERMIT FEE \$ 5,304.51																						
ALCOHOL LICENSE REGISTRATION: <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border: none;">Georgia Alcoholic Beverage License Number _____</td> <td style="width: 33%; border: none;">Occupational Tax Number _____</td> <td style="width: 33%; border: none;">Alcohol License Number _____</td> </tr> <tr> <td style="border: none; font-size: small;">Issued by the Georgia Department of Revenue</td> <td style="border: none; font-size: small;">Issued by the City of Port Wentworth</td> <td style="border: none; font-size: small;">Issued by the City of Port Wentworth</td> </tr> </table>			Georgia Alcoholic Beverage License Number _____	Occupational Tax Number _____	Alcohol License Number _____	Issued by the Georgia Department of Revenue	Issued by the City of Port Wentworth	Issued by the City of Port Wentworth														
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Issued by the Georgia Department of Revenue	Issued by the City of Port Wentworth	Issued by the City of Port Wentworth																				

APPLICANT INFORMATION					
APPLICANT FULL LEGAL NAME (Last, First, Middle): Wilson, Keith Jacoby				ISSUING STATE/DRIVER LICENSE NUMBER: GA [REDACTED]	
SOCIAL SECURITY NUMBER: [REDACTED]		DATE OF BIRTH (mm/dd/yyyy): [REDACTED]		PLACE OF BIRTH (City, State, Country): Tarboro, NC	
RACE: Black	SEX: Male	HEIGHT: [REDACTED]	WEIGHT: [REDACTED]	HAIR COLOR: Black	EYE COLOR: Brown
PHYSICAL HOME ADDRESS: _____		CITY: _____	STATE: _____	ZIP CODE: _____	
MAILING ADDRESS: (if different) Same		CITY: _____	STATE: _____	ZIP CODE: _____	
HOME PHONE NUMBER: [REDACTED]	MOBILE NUMBER: [REDACTED]	EMAIL ADDRESS: keith.wilson@oakviewgroup.com			

RESIDENT STATUS
Are you a U.S. citizen? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, answer the following: <input checked="" type="checkbox"/> Native Born <input type="checkbox"/> Naturalized If Naturalized, provide Alien Registration Number _____ <small>Issued from the U.S. Citizenship & Immigration Services (USCIS)</small> If NO, please state your legal status in the United States? _____ Provide supporting documents i.e. Visa, Resident Alien, Employment Authorization Documents, etc. Attach additional sheet if needed.

RESIDENTIAL ADDRESSES

List residential addresses for the past five (5) years starting with your current address. If additional space is needed, please attach a list with the information shown below.

Number and Street	City, State, Zip	From (mm/yyyy)	To (mm/yyyy)
			PRESENT Present

EMPLOYMENT HISTORY

List employment for the past five (5) years beginning with your current employer. Indicate periods of unemployment, retirement or self-employment, including dates. If retired or self-employed, include name of company from which you retired or owned, and the position you held, or type of business owned. If additional space is needed, please attach a list with the information shown below.

Name of Employer/Company	Address (Street, City, State, Zip)	Position Held/Business Type	From (mm/yyyy)	To (mm/yyyy)
Oak View Group	Savannah, GA 31415	General Manager	2002	Present
Cracker Barrel	Savannah, GA 31419	General Manager	2006	2022

EDUCATION

List schools attended including High School and Postgraduate, location, certificates, diplomas or degrees received, and dates attended. If additional space is needed, please attach a list with the information shown below.

Name of School	Address (Street, City, State, Zip)	Certificate/Diploma/Degree	From (mm/yyyy)	To (mm/yyyy)
Nash Community College	Rocky, NC 27804	Associates Degree	2009	2011
Rocky Mount High School	Rocky Mount, NC 27803	H.S. Diploma	2003	2007

MILITARY SERVICE

List branch of service, serial numbers, type of discharge if applicable and periods of service. If additional space is needed, please attach a list with the information shown below.

Branch of Service	Serial Number	Type of Discharge	From (mm/yyyy)	To (mm/yyyy)
N/A				

CRIMINAL HISTORY

WARNING – Failure to make full disclosure in responses to these questions may result in denial or subsequent revocation of the license

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

a. Ever been convicted of any crime or violation of law in any locality?
 If yes, was conviction for other than a traffic violation? ___ Yes X No ___ Yes X No

b. Ever served time in prison or other correctional institution? ___ Yes X No

c. Ever had an alcoholic beverage license suspended or revoked at any time in any locality? ___ Yes X No

d. Ever been cited for an alcoholic beverage violation?
 If yes, list on separate sheet of paper. ___ yes X No

If the answer to any part of the above questions is yes for the applicant or any person connected with or having an interest in said business, describe the circumstances for each person. For convictions include (a) the name of the person convicted, (b) nature of the crime, (c) the sentence or fine levied, (d) the date of the conviction, and (e) the jurisdiction in which said conviction occurred. For alcoholic beverage license suspensions and revocations include (a) the name of the person involved, (b) basis for suspension or revocation, (c) the punitive action taken, (d) the date of the action, and (e) the jurisdiction in which the suspension or revocation action was taken.

Listed on separate paper? ___ Yes X No, such convictions, license suspensions or revocations.

BUSINESS INFORMATION			
LEGAL BUSINESS NAME: <i>(As filed with Clerk of Superior Court Chatham Co.)</i> Ovations Food Services, L.P.		DOING BUSINESS AS (DBA) NAME <i>if applicable:</i> VyStar Pavilion	
BUSINESS TYPE: <input type="checkbox"/> Convenience Store <input type="checkbox"/> Hotel <input type="checkbox"/> Package Shop <input type="checkbox"/> Restaurant <input type="checkbox"/> Wholesale <input type="checkbox"/> Supermarket <input checked="" type="checkbox"/> Other (Explain) <u>Amphitheater</u>			
FEDERAL EMPLOYMENT ID NUMBER (FEIN): ██████████		GEORGIA SALES TAX ID NUMBER (STIN): ██████████	
BUSINESS ADDRESS (Physical Location): 20 Anchor Park Boulevard		CITY: Port Wentworth	STATE: GA ZIP CODE: 31407
BUSINESS MAILING ADDRESS: 5050 S. Syracuse Street, 8th Floor		CITY: Denver	STATE: CO ZIP CODE: 80237
DISTANCE FROM NEAREST SCHOOL OR CHURCH <i>(Distance in miles or feet):</i> N/A		ZONING DISTRICT: C-2	
PRIMARY PHONE NUMBER: 651-202-1636		SECONDARY PHONE NUMBER: 651-202-1636	
BUSINESS EMAIL ADDRESS: licensing@oakviewgroup.com			

OWNER INFORMATION <i>If business has more than one owner, attach additional sheet with the information below.</i>					
LEGAL STRUCTURE OF OWNERSHIP ENTITY: <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input checked="" type="checkbox"/> <u>Limited Partnership</u>					
OWNER FULL LEGAL NAME (Last, First, Middle): Please see attached Exhibit "A"				ISSUING STATE/DRIVER LICENSE NUMBER:	
SOCIAL SECURITY NUMBER:		DATE OF BIRTH (mm/dd/yyyy):		PLACE OF BIRTH (City, State, Country):	
RACE:	SEX:	HEIGHT:	WEIGHT:	HAIR COLOR:	EYE COLOR:
PHYSICAL HOME ADDRESS:		CITY:		STATE: ZIP CODE:	
MAILING ADDRESS: (if different)		CITY:		STATE: ZIP CODE:	
HOME PHONE NUMBER:		MOBILE NUMBER:		EMAIL ADDRESS:	

FINANCING			
Please provide investment details, including notes, loans, gifts, cash, services or equipment, and operating capital. If additional space is needed, please attach a list with the information shown below. As the food and beverage concessionaire, Ovations Food Services, L.P. is not investing any funds into the business.			
INVESTOR	Owner	AMOUNT INVESTED	\$
INVESTOR	Party Other Than the Owner	AMOUNT INVESTED	\$
INVESTOR	Any Party / Parties	AMOUNT INVESTED	\$
TOTAL AMOUNT OF INVESTMENT			\$

BORROWED CAPITAL			
Name of Lender	Date Borrowed	Amount Borrowed	Interest Rate
N/A		\$	%
		\$	%
		\$	%

Please list the names all of parent, affiliates, or subsidiary corporations who own more than 10% of the business who have received or will receive, as a result of your operation under the requested license, any financial gain, loss or payment derived from any interest or income from the operation. If additional space is needed, please attach a list with the information shown below.

City of Port Wentworth Alcohol License Application of
 Ovations Food Services, L.P. d/b/a VyStar Pavilion
 20 Anchor Park Boulevard, Port Wentworth, GA 31407

Exhibit "A"

Officer and Owners of Ovations Food Services, L. P.

NAME	ADDRESS	SSN	Position	Date of Birth	Driver's License #	% Interest
Brian P. Rothenberg	██████████ Moorestown, NJ 08057	██████████	President and Secretary	██████████	██████████	0%
Kenneth J. Gaber	██████████ Golden, CO 80401	██████████	Vice President and Treasurer	██████████	██████████	0%
Spectra US, LLC	██████████ Philadelphia, PA 19112	██████████	Partner	N/A	N/A	.59% general partner and 98.82% limited partner
Ovations Food Services, LLC	██████████ Philadelphia, PA 19112	██████████	Partner	N/A	N/A	.59% General Partner

Please see attached Exhibit "A"

Individual/Business Name	Social Security Number	Issuing State/Driver License Number	Date of Birth	Sex	% of Ownership

REFERENCES
Give the names, addresses, and telephone numbers of three (3) citizens residing within City limits of Port Wentworth as references:

Name	Address (Number and Street)	Contact Number
Jared Laczko	[REDACTED]	[REDACTED]
Ciara Williams	[REDACTED]	[REDACTED]
Kelly Melton	[REDACTED]	[REDACTED]

ACKNOWLEDGEMENT

The applicant for a license to dispense alcoholic beverages shall be (a) a citizen of the United States of America or Resident Alien, (b) a resident of Chatham County, Georgia, or if not, the designated manager with day-to-day operating responsibility must be a resident of Chatham County, and (c) the owner of the business, or if the owner of the business is a corporation, partnership, or other legal entity, the applicant shall be (1) a substantial and major stockholder or (2) the manager of the business who regularly operates and supervises the business on the licensed premises.

ALL ABOVE INFORMATION IS FULLY UNDERSTOOD AND ALL STATEMENTS SHOWN ABOVE, AND ON ANY ATTACHMENTS ARE GIVEN UNDER OATH, WILLFULLY, KNOWINGLY, AND ABSOLUTELY, AND ARE HEREBY SWORN TO BE TRUE, CORRECT AND COMPLETE, UNDER PENALTY FOR FALSE SWEARING AS PROVIDED BY LAW.

SIGN AND NOTARIZE APPLICATION

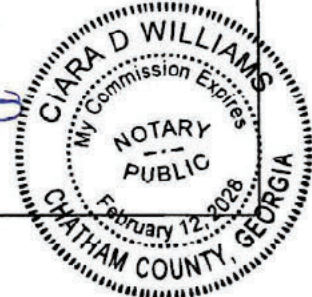
WARNING – Georgia Code Title 16. Crimes and Offenses § 16-10-20
A person who knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device a material fact; makes a false, fictitious, or fraudulent statement or representation; or makes or uses any false writing or document, knowing the same to contain any false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of state government or of the government of any county, city, or other political subdivision of this state shall, upon conviction thereof, be punished by a fine of not more than \$1,000.00 or by imprisonment for not less than one nor more than five years, or both.

I, under penalty of law, hereby swear that I have read all the information provided in this document and any attachments and the information is true and correct. I also understand any false statement or representation in this application can result in my application being denied and/or criminal charges filed against me. I also authorize the City of Port Wentworth to use all legal means to verify the information provided.

[Handwritten Signature]
 APPLICANT SIGNATURE

5, 20, 2026
 DATE SIGNED BY APPLICANT

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE
 20th DAY OF May, 20 26
[Handwritten Signature]
 NOTARY PUBLIC
 My Commission Expires: 2/12/28



STATE OF GEORGIA

Secretary of State
Corporations Division
315 West Tower
#2 Martin Luther King, Jr. Dr.
Atlanta, Georgia 30334-1530

CERTIFICATE OF AUTHORITY

I, **Karen C Handel**, the Secretary of State and the Corporations Commissioner of the State of Georgia, hereby certify under the seal of my office that

OVATIONS FOOD SERVICES, L.P.
a Foreign Limited Partnership

has been duly formed under the laws of Pennsylvania and has filed an application meeting the requirements of Georgia law to transact business as a foreign Limited Partnership in this state.

WHEREFORE, by the authority vested in me as Secretary of State, the above Limited Partnership is hereby granted, on **01/25/2008**, a certificate of authority to transact business in the State of Georgia as provided by Title 14 of the Official Code of Georgia Annotated. Attached hereto is a true and correct copy of said application.

WITNESS my hand and official seal in the City of Atlanta
and the State of Georgia on January 25, 2008



A handwritten signature in cursive script, appearing to read 'Karen C Handel'.

Karen C Handel
Secretary of State

**CITY OF PORT WENTWORTH
OCCUPATIONAL TAX CERTIFICATE**



**OVATIONS FOOD SERVICES, L.P.
dba VYSTAR PAVILLION
20 ANCHOR PARK BOULEVARD
PORT WENTWORTH GA 31407**

Certificate No.: 1975
Issue Date: 6/05/2026
Expiration Date: 12/31/2026

This certifies that OVATIONS FOOD SERVICES, L.P. has been duly licensed at the Occupation Tax Office of the City of Port Wentworth, and is hereby entitled to practice the business of: 722310 - Food Service Contractors.

Fee: \$ 0.00

THIS CERTIFICATE MUST BE CONSPICUOUSLY DISPLAYED AT ALL TIMES

PLEASE FOLD OR DETACH PRIOR TO DISPLAYING

CITY OF PORT WENTWORTH

OCCUPATIONAL TAX OFFICE
7224 HIGHWAY 21
PORT WENTWORTH, GA 31407
(912) 964-4379

---RECEIPT---

June 05, 2026

Fee Description	# of Employees	Fee Amount
# OF EMPLOYEES 10-99	70	0.00
ADMINISTRATIVE FEE		0.00
	Penalties	\$ 0.00
	Total Fees	\$ 0.00

Your Business License for the period June 11, 2026 - December 31, 2026 is attached.

Total Fees paid for this year are: \$ 0.00

OVATIONS FOOD SERVICES, L.P. dba VYSTAR PAVILLION
5050 S. SYRACUSE STREET, 8TH FLOOR
DENVER CO 80237



Account Number:	758930
Customer Name:	City Of Pt Wentworth
Customer Address:	City Of Pt Wentworth 7224 Ga Highway 21 Port Wentworth GA 31407-9667
Contact Name:	City Of Pt Wentworth
Contact Phone:	9129644379
Contact Email:	
PO Number:	

Date:	06/05/2026
Order Number:	12396065
Prepayment Amount:	\$ 0.00

Column Count:	2.0000
Line Count:	17.0000
Height in Inches:	1.7800

Print

Product	#Insertions	Start - End	Category
SAV Savannah Morning News	1	06/09/2026 - 06/09/2026	Govt Public Notices
SAV savannahnow.com	1	06/09/2026 - 06/09/2026	Govt Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	\$35.00
Tax Amount	\$0.00
Service Fee 3.99%	\$1.40
Cash/Check/ACH Discount	-\$1.40
Payment Amount by Cash/Check/ACH	\$35.00
Payment Amount by Credit Card	\$36.40

Order Confirmation Amount	\$35.00
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PUBLIC HEARING NOTICE

The City of Port Wentworth will have a Public Hearing on Thursday, June 18, 2026, at 7:00 P.M at the regular City Council Meeting to hear questions and/or comments on the following:

1. Alcoholic Beverage License Application submitted by Keith J. Wilson, for Distilled Spirits Consumption on Premises, Wine Consumption on Premises and Malt Beverage Consumption on Premises for VyStar Pavillion (20 Anchor Park Boulevard, Port Wentworth GA 31407) located in a C-2 (General Commercial) Zoning District.

The above meeting will be held at the City Hall 2nd Floor Council Chambers at 7224 Highway 21, Port Wentworth GA 31407. Please check the City website at <https://portwentworthga.gov/> for more information on how to attend each meeting.