

**A G E N D A**

**City Council Meeting**

**Monday, June 3, 2019 – 6:00 p.m.**

➤ **OPENING**

- Call to Order
- Invocation by Pastor Jason Darden, Parkway Church of Christ
- Pledge of Allegiance
- Roll Call

➤ **RECEIVE INFORMAL PUBLIC COMMENT**

➤ **RECEIVE FORMAL PUBLIC COMMENT** – *No formal requests*

➤ **CONDUCT PUBLIC HEARINGS** – *No public hearings*

➤ **Approval of City Council Minutes**

- Consideration of City Council Minutes (5/20/19)

➤ **Staff Reports**

- Receive Monthly Departmental Report from Director of Human Resources
- Receive Monthly Departmental Report from Director of Information Technology
- Receive Monthly Departmental Report from Director of Parks & Recreation

➤ **City Manager's Updates & Announcements**

➤ **ITEMS FOR CONSIDERATION**

- **Resolution, Judge Pro-tem Appointment:** A resolution by the Mayor and Council to appoint Brian Joseph Huffman, Jr., as Judge Pro-tem of the Municipal Court of Garden City.

➤ **ADJOURN**

**MINUTES**  
**City Council Meeting**  
**Monday, May, 20, 2019 – 6:00 p.m.**

**Call to Order:** Mayor Bethune called the meeting to order at 6:00 p.m.

**Opening:** Pastor Susan Thisell, Good Shepherd Lutheran Church, gave the invocation and Mayor Bethune led City Council in the pledge of allegiance to the flag.

**Roll Call:**

**Members:** Mayor Bethune presided. **Council Members:** Councilmember Campbell, Councilmember Cody, Councilmember Daniel, and Councilmember Tice. **Absent:** Mayor Pro-Tem Kicklighter

Mayor Bethune acknowledged that the absents of Mayor Pro-Tem Kicklighter was excused as she was attending wedding.

**Staff:** Ron Feldner, City Manager; Jennifer Scholl, Executive Assistant (Stand-in for Clerk of Council) James P. Gerard, City Attorney; Gilbert Ballard, Chief of Police; Kurt Lewis, Assistant Fire Chief; Benny Googe, Public Works and Water Operations Director; Ben Brengman, IT Director and Chris Snider IT Technician. **Absent:** Rhonda Ferrell-Bowles, Clerk of Council, Ron Alexander, Planning Director, Corbin Medeiros, Fire Chief, Cliff Ducey, Recreation Director; Jackie Jackson, Special Projects Coordinator; Pam Franklin, HR Directors.

**Informal Public Comment:** Mayor Bethune opened the floor to receive public comment from the audience.

There being no further questions or comment, Mayor Bethune closed the informal public comment portion of the meeting.

**Public Hearings:**

**Alcoholic Beverage License Application (Yashr Food Mart):** Mayor Bethune opened the public hearing to receive public comment on an alcoholic beverage license application made by Ankit Patel to sell wines, beer and/or malt beverages at dba Yashr Food Mart, 165 Main Street, Garden City, Georgia.

Mayor Bethune asked, is there anyone to speak in favor or against the application.

There being no questions or comments, Mayor Bethune closed the public hearing.

**City Council Minutes:** Upon motion by Councilmember Campbell, seconded by Councilmember Cody, City Council voted unanimously to approve the City Council minutes dated 05/06/19 as well as the Workshop Synopsis dated 05/13/19.

**Staff Reports:**

In the absence of the Planning Director, Ron Feldner presented the Planning Department's report for the month of April.

Public Works Director presented the Public Works/ Water Operations Department's Report for the month of April.

Chief of Police presented the Police Department's report for the month of April.  
Assistant Fire Chief presented the Fire Department's report for the month of April.

**City Manager's Updates & Announcements:** City Manager stated he had not updates at that time, but did want to reamplify the community involvement from the City's public safety departments.

**Items for Consideration:**

**Second Reading- Ordinance Zoning Map Amendment (1302 & 1252 Dean Forest Rd.):** Jennifer Scholl, Executive Assistant (Stand-in for Clerk of Council) read for the second reading the heading of an ordinance to amend the zoning ordinance and map of Garden City, Georgia to rezone a portion of Lot 191 Silk Hope Farms Subdivision, and Lot A of the Dudley Subdivision, a subdivision of Lot 190 Silk Hope Farms Subdivision, owned by East Coast Properties, Leokate, and Baskets Unlimited, from their present zoning classification of "R-1" to a "C-2" zoning classification.

Upon motion by Councilmember Tice, seconded by Councilmember Campbell, City Council voted unanimously to approve the ordinance on the second reading.

**First Reading- Ordinance City's Retirement Plan:** Jennifer Scholl, Executive Assistant (Stand-in for Clerk of Council) read for the second reading the heading of an ordinance to amend and restate the Retirement Plan for the Employees of the City of Garden City in accordance with and subject to the terms and conditions set forth in the Adoption Agreement, any Addendum to the Adoption Agreement, the Georgia Municipal Employees Benefit System Mast Plan Document, and the GMEBS Trust Agreement.

Upon motion by Councilmember Tice, seconded by Councilmember Cody, City Council voted unanimously to approve the ordinance on the first reading.

Upon motion by Councilmember Campbell, seconded by Councilmember Tice, City Council voted unanimously to suspend the rules of council and hold the seconded reading of the ordinance.

Upon motion by Councilmember Tice, seconded by Councilmember Cody, City Council voted unanimously to approve the ordinance on the second reading.

**Resolution – City Manager's Employment Agreement:** Jennifer Scholl, Executive Assistant (Stand-in for Clerk of Council) read the heading of a resolution by the Mayor and Council of Garden City, Georgia, to approve the Second Amendment to the Employment Agreement between the City and City Manager, and to authorize the Mayor to enter into said Second Amendment on behalf of the City.

Upon motion by Councilmember Campbell, seconded by Councilmember Tice, City Council voted unanimously to adopt the resolution.

**Resolution – Evergreen Solutions Contract:** Jennifer Scholl, Executive Assistant (Stand-in for Clerk of Council) read the heading of a resolution by the Mayor and Council of Garden City, Georgia, to re-engage the consulting services of Evergreen Solutions, LLC, for the purpose of the making recommendations for updating the City's Pay Plan as of Fiscal Year 2020, and to authorize the City Manager to execute a consulting services agreement with Evergreen Solutions, LLC.

Upon motion by Councilmember Tice, seconded by Councilmember Cody, City Council voted unanimously to adopt the resolution.

**Resolution – Rezoning Request by City of Garden City (Dean Forest Rd Parcels):** Jennifer Scholl, Executive Assistant (Stand-in for Clerk of Council) read the heading of a resolution by the Mayor and Council of Garden City, Georgia, to request the Planning Commission to review the City's request to rezone several properties north Old Louisville Road on Dean Forest Road from their current heavy commercial zoning to light industrial.

Upon motion by Councilmember Tice, seconded by Councilmember Cody, City Council voted unanimously to adopt the resolution.

**Alcoholic Beverage License Application (Yashr Food Mart):** Jennifer Scholl, Executive Assistant (Stand-in for Clerk of Council) said we have consideration by the Mayor and City Council an alcoholic beverage license application made by Ankit Pate to sell wines, beer, and/or malt beverages at dba Yashr Food Mart, 165 Main Street, Garden City Georgia.

Upon motion by Councilmember Ruiz, seconded by Councilmember Daniel, City Council voted unanimously to adopt the resolution.

**Adjournment:** Upon motion by Councilmember Campbell, seconded by Councilmember Tice, City Council adjourned the meeting at 6:28 p.m.

*Transcribed and submitted by: Jennifer Scholl, Executive Assistant (Stand-in for Clerk of Council)*

*Accepted and approved by: City Council*

**REPORT TO MAYOR AND CITY COUNCIL**

**AGENDA ITEM**

**TO: THE HONORABLE MAYOR AND CITY COUNCIL      DATE: June 3, 2019**

**SUBJECT: Human Resources Department Report for May 2019**

**Report in Brief**

Attached is the Human Resources Department's Month End Report.

Prepared by: Pam Franklin

Title: Human Resources Director

Reviewed by: \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
City Manager

Attachment(s)

# Human Resources Department / Month End Report

## Recruitment/Positions filled

The City continues ongoing recruitment for Police Officer and/or Police Officer Recruit and Part-time Firefighters.

## New Hires

The City welcomes Kaylee Perks and Jim Cockrell as a Water Repair Techs in Public Works.

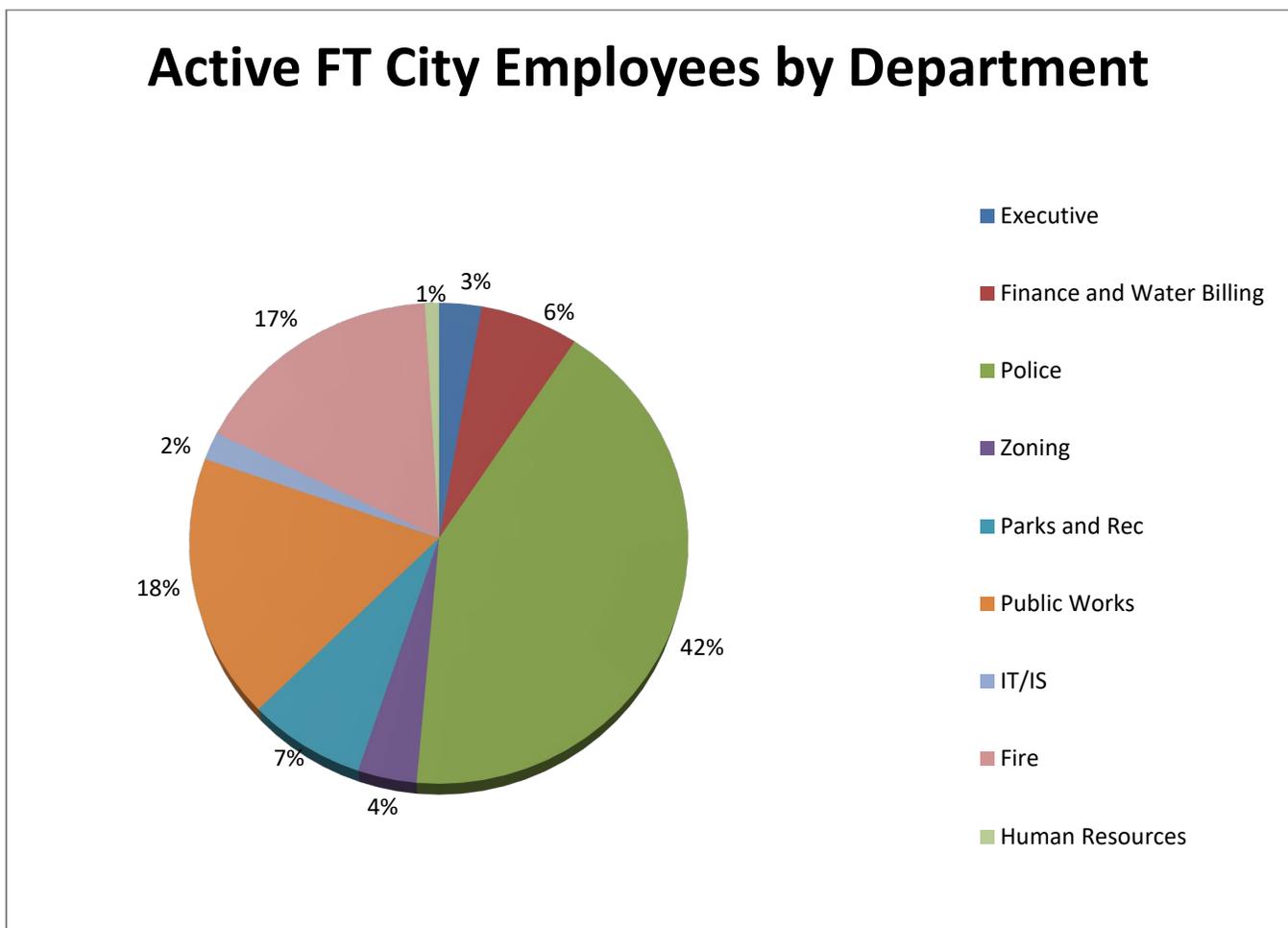
## Employment Terminations

One employee separated from employment during the month.

## City Employment

The City's full-time employee count is 107.

The chart below illustrates the percentage distribution by department of full-time employees with actual employee count by department to the right of each department.



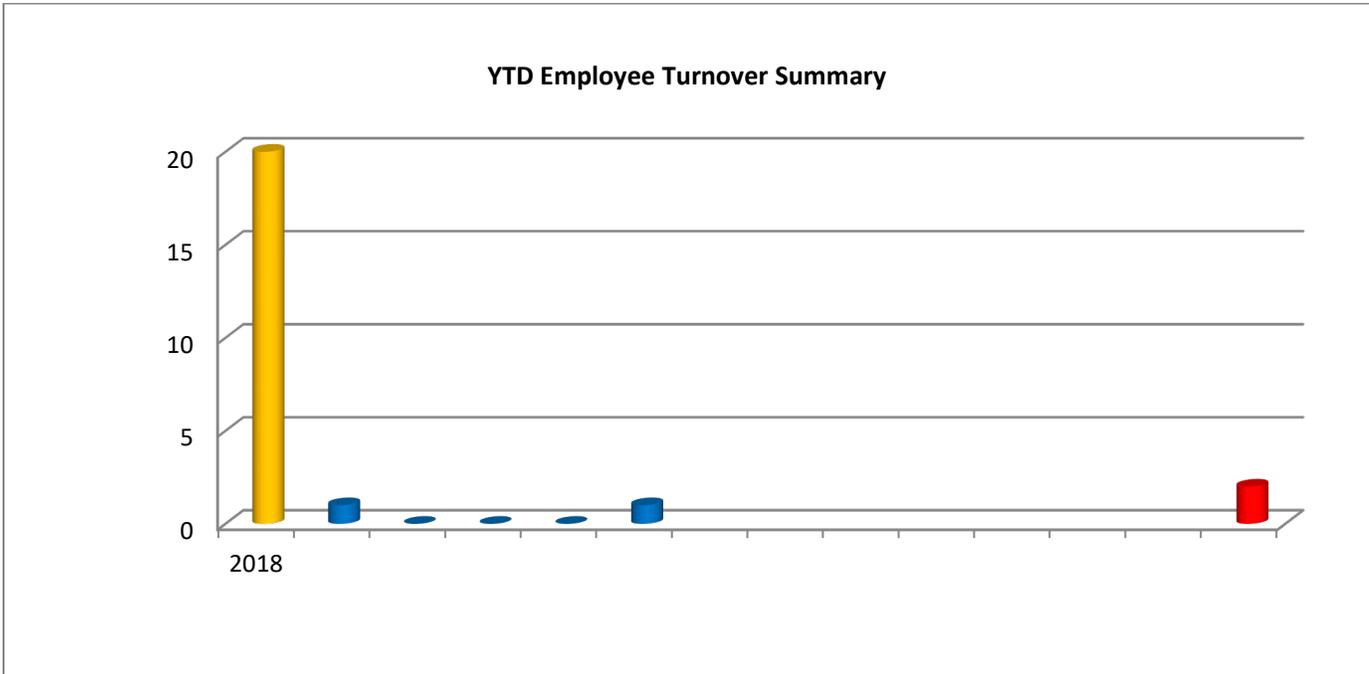
**FIGURE 1** NOTE: 2019 TOTAL COUNCIL APPROVED/BUDGETED POSITIONS IS

# EMPLOYEE TURNOVER DATA

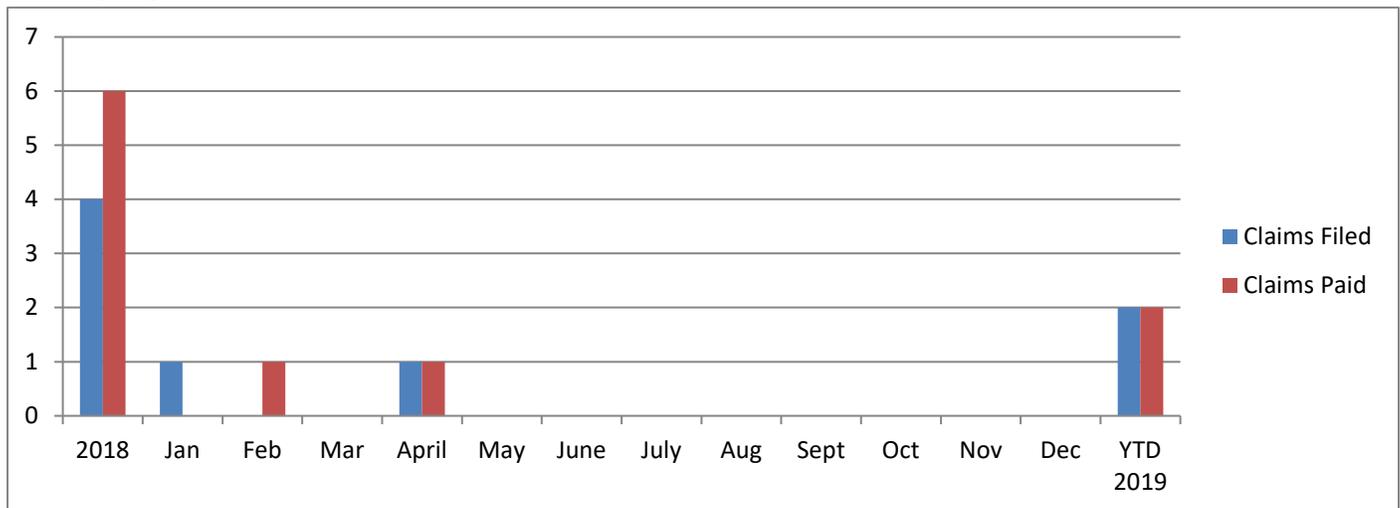
## The City's turnover rate per month

- January 1%
- February 0
- March 0
- April 0
- May 1

The graph below illustrates turnover in full time positions for current year 2019 compared to turnover occurring in the previous year.

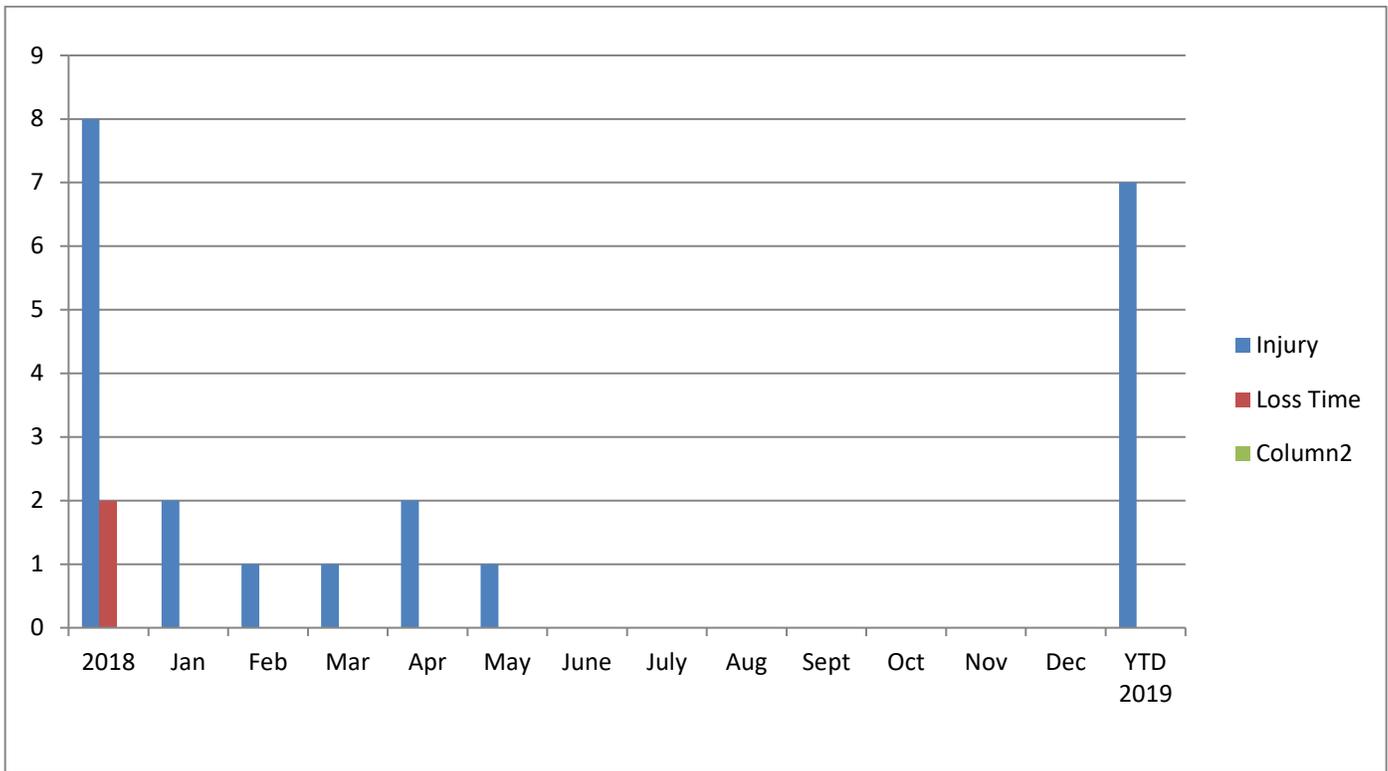


## Unemployment Claims: No unemployment claims for May.



## Workers Compensation

The City experienced one workplace incidents with medical attention and no loss time during May.



**REPORT TO MAYOR AND CITY COUNCIL**

**AGENDA ITEM**

**TO: THE HONORABLE MAYOR AND CITY COUNCIL      DATE: 6/3/2019**  
**SUBJECT: *Technology Department Report for the Month of May 2019***

**Report in Brief**

The Technology Department Monthly Status Report includes a wide variety of information in an effort to better inform the public and the City Council.

Prepared by: Benjamin Brengman  
Title                      Director of Information Technology

Reviewed by: \_\_\_\_\_  
Title                      \_\_\_\_\_

\_\_\_\_\_  
Ron Feldner, City Manager

Attachment(s)

## **Technology Report**

- Deployed four desktop computers.
- Upgraded the body cam server.
- Continued the maintenance and replacing cameras at multiple Garden City locations.
- Working on upgrading the video recording system in the Council Chambers.
- Attended the GMIS Conference in Athens, GA.

## **Website**

- Currently we have 1073 followers on Facebook and 488 followers on twitter.

## **Building Maintenance**

- Starting the process of replacing the HVAC unit on the City Hall side of building
- Bathroom repairs have been completed

**REPORT TO MAYOR AND CITY COUNCIL**

**AGENDA ITEM**  
*Parks & Recreation*

**TO: THE HONORABLE MAYOR AND CITY COUNCIL**

**DATE: May 29<sup>th</sup>, 2019**

**SUBJECT: *Parks & Recreation 2019 May Report***

**Report in Brief**

The Parks & Recreation Monthly Status Report includes a summary of the monthly activities and projects of all divisions within the Department. This report also provides information regarding key items of interest and/or activities throughout the month. Garden City Parks and Recreation Department May report. Our staff continues to relish opportunities to provide quality programming and facilities to our residents. We encourage all residents to engage themselves in a program of choice and begin reaping the emotions and physical rewards associated with teamwork, interaction and physical and mental activity.

The operations detail contained in this report is for the Month of May 2019 and all related information is current as of May 29, 2019.

Prepared by: Cliff Ducey  
Title Parks & Recreation Director

Reviewed by: \_\_\_\_\_  
Title \_\_\_\_\_

\_\_\_\_\_  
Ron Feldner, City Manager

Attachment(s)

**Parks & Recreation Department  
Status Report  
Summary - May 2019**

**Adult/Youth/Sports Programs & Community Relations Activities/Events**

**Adult Programs**

**Senior Center**

During the Month of April and average of 40 Senior Citizens attended/participated in adult programs at the Senior Center. Total number of lunch meals served 640 and total number of breakfast served 100.

***Activities included: Devotion time, bingo, trivia, puzzles, dominoes, bridge, cards, pool and line dancing and muscle strengthening exercise.***

➤ ***Monthly Programs Offered***

- New programs are offered each month, so stop by the Garden City Senior Center to see *what's new.*

**Ongoing:** Movie Day, Book Club, lunch out with shopping at (twice a month) Hilton Head, Game night, eat out night, bingo, pool, weights, wisdom club, cards in the afternoon, and line dancing!

In May we will honored Mother's, and Veterans!

And Garden City Seniors Enjoyed

- *Hodges Strawberry farms Newington may 7<sup>th</sup> full van.*
- *May 2<sup>nd</sup> The Clint Eastwood movie "The Mule"*
- *Hilton Head trips May 10<sup>th</sup> and 17<sup>th</sup> 9:15am – 4:30pm.*
- *May 16<sup>th</sup> to Babes and Cracker Barrel on the 28<sup>th</sup>*
- *Book club will meet May 20<sup>th</sup> 1pm*
- *May 21<sup>st</sup> went to the Movie Theater "A Dogs journey".*

Come join the fun!!

## **Youth Programs**

### **Cooper Center**

During the month of May, 15 per day Youths attended/participated in youth programs/after school.

**Activities included: Ping-Pong, indoor board games and playground.**

- **Monthly Programs Offered In May**
  - Computer help
  - Home Work help
  - Ping Pong, Board games
  - Outdoor fenced in playground and basketball court.
  
- **Monthly Summer Programs Offered June, July and August**
  - Summer Program/ Kids Café (Breakfast and Lunch)
  - Camp style activities
  - Outdoor fenced in playground and basketball court.

## **Sports Programs/Activities**

During the month of May, 101 Youths participated in Garden City's Youth Sport Programs.

- Baseball most teams are finished with a few still playing in area tournaments
  
- Baseball -75
  
- Gymnastics - 25
  
- High School Soccer At Garden City Stadium ( weeknights 5pm & 7pm February, March, April )
  
- **Upcoming Sports Programs/Events**

## • **Summer Day Camp (*Camp Eagle*)**

Summer Day Camp for Ages 6-12  
Garden City Parks and Recreation Department

May 20<sup>th</sup> – August 5<sup>th</sup>

Swimming, Archery, Team Sports, Field Trips, Arts & Crafts, Songs & Skits, Games and More!

Swim Lesson Available

Age Groups

6-8 - Lions

9-10 - Tigers

11-12 - Bears \$25.00 Registration Fee

\$75.00 Week/ One Child (Per Child)

\$65.00 Week/ Two children (Per Child)

\$55.00 Week/Three or More Children (Per Child)

\$25.00 Daily Rate (Per Child)

Camp Monday-Friday

Drop Off 7am-9am

Camp Activities 9am-4pm

Pick Up 4pm-6pm

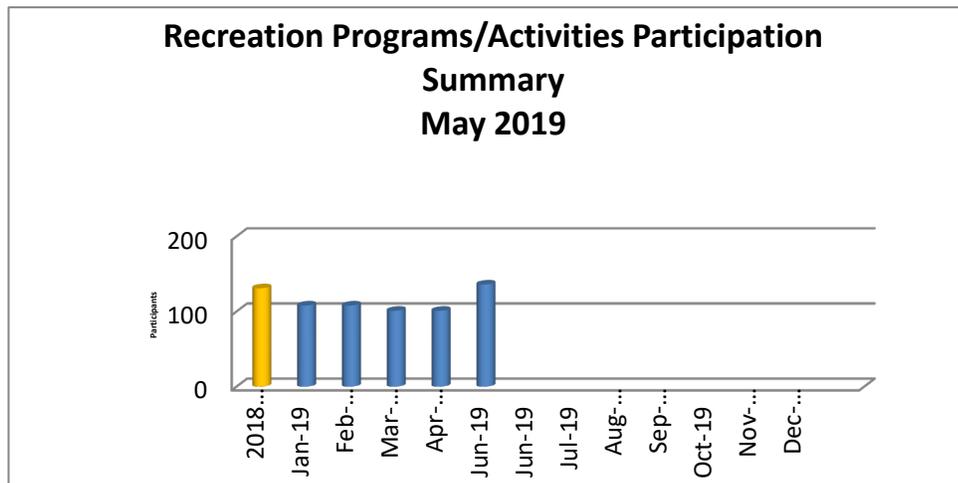
Camp Held at Garden City Gym

160B. Priscilla D. Thomas Way 966-7788

- Camp Eagle

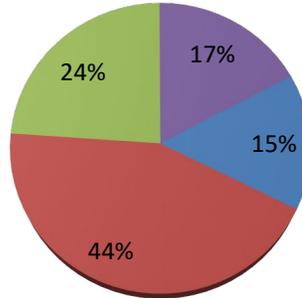
Sign-up taken at Garden City Gym Monday –Friday 8am – 5pm ( **Credit Card**, check order only)

***The graphs below are visual summaries of the number of participants in Garden City's Recreation Programs/Activities.***

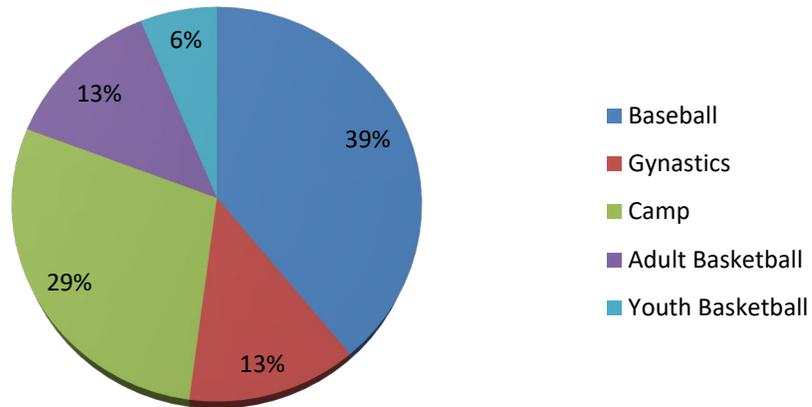


## May Participation

■ Adult Programs   ■ Youth Sports Programs   ■ Youth Programs   ■ Sr. Citizens



## Top 5 Activities May 2019



**RESOLUTION**

BE IT RESOLVED by the Mayor and Council of Garden City, in regular session assembled, that they do hereby appoint BRIAN JOSEPH HUFFMAN, JR., as Judge Pro Tem of the Municipal Court of Garden City, to serve at the pleasure of the Mayor and Council.

In Open Session, this 3<sup>RD</sup> day of June, 2019.

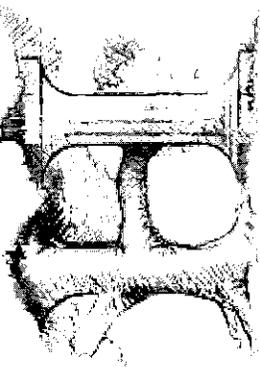
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RHONDA FERRELL-BOWLES  
Clerk of Council

Received and approved this 3<sup>RD</sup> day of June, 2019.

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DON BETHUNE, Mayor



PHONE (844) 448-3352

# The Law Firm, LLC Huffman

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JOSEPH HUFFMAN JR. (JOE)



Hello. My name is Brian Joseph Huffman, Jr., but most people call me Joe. I am the Founde Practitioner of The Huffman Law Firm, LLC.

In 2007, after obtaining a Bachelor's Degree in Music Performance from the Oberlin Cons returned to my hometown of Savannah, Georgia, and joined the Savannah-Chatham Metropol Department. For the next four years I proudly served the citizens of Chatham County as a police

In 2011 I began attending the Georgia State University College of Law. While in law school I t President of the Estate Planning and Wealth Management Law Society, prosecuted misdern felony cases as an intern with the Clayton County District Attorney's Office under the Third Ye Act, conducted over 220 mediations with the Fulton County Landlord-Tenant Program, and w clerk for Criminal Defense Attorney L. David Wolfe.

In 2014, I moved back to Savannah after graduating from Georgia State University with a Jt from the College of Law and a Masters in Public Administration from the Andrew Young Schoo Studies.

Now, as an Attorney at Law, my areas of practice are Criminal Law, Family Law, and Estate I also serve as a registered civil and domestic mediator.

I look forward to hearing from you.

**OFFICIAL OATH FOR JUDGE PRO TEM  
OF GARDEN CITY MUNICIPAL COURT**

STATE OF GEORGIA, COUNTY OF CHATHAM

I, BRIAN JOSEPH HUFFMAN, JR., do solemnly swear that I will administer justice without respect to person and do equal rights to the poor and the rich and that I will faithfully and impartially discharge and perform all the duties incumbent on me as Judge Pro Tem of the Municipal Court of Garden City, Georgia, according to the best of my ability and understanding, and agreeably to the laws and Constitution of the State and Constitution of the United States.

SO HELP ME GOD!

\_\_\_\_\_  
BRIAN JOSEPH HUFFMAN, JR.

SWORN TO AND SUBSCRIBED BEFORE ME  
THIS \_\_\_ DAY OF JUNE, 2019.

\_\_\_\_\_  
Notary Public