

MAYOR
Jason Buelterman

CITY COUNCIL
Barry Brown, Mayor Pro Tem
John Branigin
Wanda Doyle
Julie Livingston
Monty Parks



CITY MANAGER
Dr. Shawn Gillen

CLERK OF COUNCIL
Jan LeViner

CITY ATTORNEY
Edward M. Hughes

CITY OF TYBEE ISLAND

AGENDA **REGULAR MEETING OF TYBEE ISLAND CITY COUNCIL** **October 10, 2019 at 7:00 PM**

Please silence all cell phones during Council Meetings

Consideration of Items for Consent Agenda 6:30PM

Executive Session

Opening Ceremonies

Call to Order
Invocation
Pledge of Allegiance

Consideration of the approval of the minutes of the meetings of the Tybee island City Council

1. City Council Minutes, September 26, 2019

Invited Guests

2. Frank McColm, Grant Administrator, HMGP

Consideration of Approval of Consent Agenda

Consideration of Local Requests & Applications – Funding, Special Events, Alcohol License

3. Alcohol License Request: Special Event-Beer, Liquor and Wine-Tybee Wine Festival(Pickin' and Shuckin' with Beer and Bubbles); 10 Van Horne/Tybee Post Theater; Friday, May 1, 2020
4. Special Event-Beer, Wine and Liquor-Tybee Wine Festival (The Grand Wine Tasting), YMCA Gym, Old School Cafeteria, Memorial Park; Saturday, May 2, 2020
Sec. 6-12 Sec. 54-70
5. Agenda Request: H & K Event Management -Alcohol License Request: Beer, Wine, and Liquor; 1401 Strand Ave (Event Facility at top of Hotel Tybee, in old Grandview location)

Council, Officials and City Attorney Considerations and Comments

6. Jason Buelterman: Approval to do an RFP for a GEFA Solar Project at the Water/Sewer Facility

P.O. Box 2749 – 403 Butler Avenue, Tybee Island, Georgia 31328-2749
(866) 786-4573 – FAX (866) 786-5737
www.cityoftybee.org



Executive Session

Discuss litigation, personnel and real estate

Possible vote on litigation, personnel and real estate discussed in executive session

Adjournment

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact Jan LeViner at 912.472.5080 promptly to allow the City to make reasonable accommodations for those persons.

***PLEASE NOTE:** Citizens wishing to speak on items listed on the agenda, other than public hearings, should do so during the citizens to be heard section. Citizens wishing to place items on the council meeting agenda must submit an agenda request form to the City Clerk's office by Thursday at 5:00PM prior to the next scheduled meeting. Agenda request forms are available outside the Clerk's office at City Hall and at www.cityoftybee.org.



THE VISION OF THE CITY OF TYBEE ISLAND

"is to make Tybee Island the premier beach community in which to live, work, and play."



THE MISSION OF THE CITY OF TYBEE ISLAND

"is to provide a safe, secure and sustainable environment by delivering superior services through responsible planning, preservation of our natural and historic resources, and partnership with our community to ensure economic opportunity, a vibrant quality of life, and a thriving future."

Item Attachment Documents:

1. City Council Minutes, September 26, 2019



Consideration of Items for Consent Agenda

Mayor Buelterman called the consent agenda to order at 6:30PM on September 26, 2019. Those present were Julie Livingston, Monty Parks, John Branigin, Wanda Doyle, and Barry Brown. Also attending were Dr. Shawn Gillen, City Manager; Bubba Hughes, City Attorney; Dana Braun, Ellis, Painter, Ratterree and Adams; George Shaw, Director, Community Development; and Janet LeViner, Clerk of Council.

Mayor Buelterman listed the following items on the consent agenda:

- Minutes: City Council Meeting, August 8, 2019
- Minutes: City Council Meeting, August 22, 2019
- Kelly Swope: Appointment to the Development Authority/Main Street Board of Directors
- Special Event Application: Lights on for Tybee/Christmas Parade Discussion: **Ms. Doyle** stated the Public Safety Committee had this on their agenda as the Main Street would like to do a night parade. The Public Safety Committee recommended doing a night parade on Friday, December 6, 2019. On Saturday, December 7, 2019 the Tybee Island YMCA will have a Christmas Party to include a visit from Santa Clause.
- T-Mobile Lease Renewal, 4th Amendment to Water Tower Attachment Lease Agreement. \$4,341.19
- Sprint Amendment to Lease: First Amendment to Water Tower Lease Agreement
- Memorandum of Understanding, 2020 Census. **Discussion: Dr. Gillen** stated this is an agreement with Chatham County and the expenditure for this is \$790.00.
- Approval for LMIG Road Resurfacing, Preferred Materials, \$185,416.19. **Discussion: Dr. Gillen** stated the roads involved are: (1) Old Highway 80; (2) 5th Street between the YMCA, Butler to Jones; (3) Lovell; and (4) paving on 17th where the sewer project is taking place.
- Out of State Travel - Jan LeViner, City Clerk, October 15 - 16, Dayton, Ohio, Athenian Dialogue. Line Item: 100.1130.52.3700/3500
- ADT Commercial Security Proposal: Old School Building. **Discussion: Mr. Hughes** recommended the contracts be approved subject to the resolution of pending issues, compliance with Georgia Law as the City can only contract for a year with right of renewal, in the contract.
- ADT Commercial Security Proposal: City Hall. **Discussion: Mr. Hughes** recommended the contracts be approved subject to the resolution of pending issues, compliance with Georgia Law as the City can only contract for a year with right of renewal, in the contract.
- Tourism Study - Partnership with GA Southern University & Visit Savannah. Total Cost \$12,500 paid for from 100-1320-52-1201
- This agenda item is requesting that City Council approve an amendment to the FY2020 budget in the General Fund to cover lease and maintenance costs for a building security system at City Hall. This agenda item is requesting that City Council approve an amendment to the FY2020 budget in the General Fund to cover lease and maintenance costs for a building security system at City Hall.

- Community Services Agreement - Tybee Festival Association
- Resolution: Designate October 11-13, 2019 As the Festival Days for Pirates Fest and Designate the area as the Festival Control Zone
- Resolution and Contingent Fee Agreement: Class Action AirB&B. **Discussion: Mr. Hughes** stated this is not just for AirB&B but includes similar businesses. He is requesting authorization for the Mayor to sign the Resolution and Agreement
- Ante Litem, Je'Aarian Belin. **Discussion: Mr. Hughes recommended to reject.**
- Master Plan Implementation Committee. **Discussion: Mr. Branigin** stated the information included in the packet is incorrect as it was his intention to include an email from Mr. Robertson. Mr. Robertson in this email, stated the Committee had met the deliverables as outlined by a previous council. Mr. Branigin recommended that the new council should review if the Committee has met the deliverables, if there are new deliverables, specific deliverables, that council would want to assign or if not then disbanding. Mayor Buelterman read an email from Ms. Fowler which is consistent with what Mr. Branigin stated.

Mayor Buelterman called the regular meeting to order at 7:00PM. All those present for the consent agenda were present.

Opening Ceremonies

- Call to Order
- Invocation: Rev Sue Jackson, Trinity Chapel
- Pledge of Allegiance

Mayor Buelterman introduced all the candidates, Mayoral and Council, running for office in our upcoming Municipal Election.

Mayor Buelterman asked **Robyn Rosner** to come to the podium where he recognized her as the **Employee of the Quarter**.

Payton Kinkel, President, Tybee Island Youth Council, approached Mayor and Council to give an update on the Youth Council activities. Mayor Buelterman thanked Ms. Kinkel.

Citizens to be Heard

Mack Kitchens approached Mayor and Council to speak on **Regulation of Licensing for STVR**. Mr. Kitchens thanked Mayor and Council for the opportunity to speak tonight. He stated he had two requests to present to Mayor and Council: (1) having STVR's added to the list for special review in R-1, R-2, and RT. He would ask to have Mayor and Council vote on a text amendment to add those districts for special review; and (2) send Code Enforcement and Regulations to Planning Commission for their review. Through the research he has done, it would be helpful for the Planning Commission to send recommendations to Mayor and Council. **Mayor pro tem Brown** made a motion to send to Planning Commission for their review. Mayor Buelterman recommended this be brought back to Mayor and Council on a future agenda for a vote as it is not on the

agenda before them tonight. Ms. Livingston agreed and would like to see on a future agenda for a vote.

Kathryn Williams approached Mayor and Council to speak in support of the proposed Ordinance, 2019-14, Sec 42-60, Balloons/Chinese Lantern Release. This will assist in keeping the beach and community clean. Ms. Williams also spoke to the Consent Agenda as she feels the meeting should begin at 6:30PM so the public have an opportunity to speak to all items on the agenda. Mayor Buelterman clarified, if anyone would like to speak to an item that was included on the consent agenda, he will remove so everyone will have an opportunity to speak. Ms. Williams then commended Ms. Rosner for her work ethic and customer skills with her position with the City. Mayor Buelterman thanked Ms. Williams for her comments.

Anna Beaugard, 817 First Street, approached Mayor and Council to speak in favor of banning casino boats at Lazaretto as the uses for the Maritime District are outlined in the Master Plan. Mayor Buelterman thanked Ms. Beaugard for her comments.

Anna Butler, 1212 5th Avenue, approached Mayor and Council to speak in favor of the Master Plan Implementation Committee to continue and not disband. Ms. Butler feels it would be beneficial with the potential new council members to work with the Planning Commission so they can become familiar with the Master Plan. Ms. Butler stated she is also in favor of starting the meetings at 6:30PM so everyone has an opportunity to speak on all agenda items. Mayor Buelterman thanked Ms. Butler for her comments and concerns.

Julie Livingston made a motion to approve the consent agenda. **Wanda Doyle** seconded. Vote was unanimous, 5-0.

Public Hearings

Requesting To Rebuild Structure With 3 Foot Rear And 2 Foot Side Setbacks - 302 Tenth Street -Zone R-2 -40006 09003 -Owner Anthony P. Russo Applicant Natalie Aiken. George Shaw approached Mayor and Council to explain the agenda item. He stated the owners would like to demolish the shed in the rear of the property and build the same exact structure, completely on their property, which would cause the structure to be in the set-back. They are requesting a variance, 8' on the rear of the property and 7' on the side of the property. Staff and Planning Commission both are recommending denial. Vote at the Planning Commission was unanimous to deny. Michael Johnson and Natalie Aiken, representing the owner, approached Mayor and Council. Mayor Buelterman suspended the public hearing as there are technical issue with their presentation.

Requesting 3 1/2 Feet on Side and Rear Setbacks -9 Moore Ave -Zone R-1-B - 40002 02012 -Owner RHR Properties, LLC -Applicant Thomas J. Mahoney III. George Shaw approached Mayor and Council. Mr. Shaw stated the owner purchased the property and requested to build a garage behind their home which was done. It is now considered an accessory structure which must be 5' off the property line and at the

time of submittal of the plans it was not noticed there was living space above the garage. The City does not allow a two story accessory structure therefore the owners are requesting a variance. It is their desire to attach the structure to the main structure and then ask for a variance for a set-back from the primary structure which is 10'. Basically, the applicant is requesting 3.5' off the side and rear set-backs for an attached structure. Mayor Buelterman confirmed Planning Commission approved this request unanimously. Mr. Shaw confirmed. Mayor pro tem Brown asked if when the plans were submitted did they show an area above, i.e., second floor. Mr. Shaw responded, unfortunately he was out of town when the plans were approved. It was his understanding it was to be a one story garage. Mr. Hughes stated he has spoken with the applicant and options were discussed. The best option is to come before the Planning Commission and Mayor and Council for a variance request. The petitioner feels they do not need to come before Mayor and Council as they stated it is a one story structure. Ms. Doyle asked if the Building Inspector was aware of the two story structure. Mr. Shaw responded the Building Inspector was unaware of the City Code that does not allow a two story accessory structure. **Tom Mahoney** representing Wesley and Patsy Hardgrave, approached Mayor and Council. Mr. Mahoney stated the petitioner are in the process of saving a Ft Screven cottage at 9 Moore Avenue. Architects were hired to design and save this structure. Mr. Mahoney stated the structure was lifted out of the floodplain which raised the rec room. The petitioner raised the structure 8' rather than the 5'. This was in the plans, approved, and building permit issued. He stated a Stop Work Order has been issued and he is proposing to attach the two structures with an overhead walkway. The rec room structure is now 6.5' off the side set-back and 6.5' off the rear set-back and they are now asking for a 3.5' variance. This will allow them to complete the project. Mr. Mahoney stated if the petitioner were to move the structure it would be extremely costly as well as possible permanent damage to the structure. **Kathryn Williams** approached Mayor and Council to speak in favor of this request as it is a true hardship on the petitioner. Ms. Williams shared her concerns regarding attaching the structure to the main dwelling as she feels it will set a precedent. **Dale Williams, 1101 Second Avenue**, approached Mayor and Council to speak in favor of this request. Mr. Williams stated he is general opposed to variances but feels this is a true hardship. Mayor Buelterman thanked Mr. Williams for his comments. **Wesley Hardgrave**, petitioner, approached Mayor and Council. Mr. Hardgrave stated they have done everything required by the City and is asking approval of their petition. Mayor Buelterman thanked Mr. Hardgrave for his comments. **Wanda Doyle** made a motion to approve the variance as presented. **John Branigin** seconded. **Discussion: Mayor Buelterman** asked if the petitioner must attach the two structures. Mayor Buelterman feels it will be an added expense if the petitioner is required to attach the two structures. He also recommended the City refund the fee for the Variance Request. **Wanda Doyle** amended her motion to include refunding the petitioner \$250.00 for the cost of a variance request. **John Branigin** accepted the amended motion. Voting in favor were Julie Livingston, John Branigin, Wanda Doyle and Barry Brown. Voting against was Monty Parks. Vote was 4-1 to approve.

Mayor Buelterman resumed the portion of the Public Hearing for **Requesting To Rebuild Structure With 3 Foot Rear And 2 Foot Side Setbacks -302 Tenth Street -Zone R-2 -40006 09003 -Owner Anthony P. Russo Applicant Natalie Aiken.**

Mayor Buelterman confirmed the technical portion of their presentation is now working. Mr. Johnson stated this case represents an owner who has purchased property and the property is zoned to allow a duplex. The current living unit is in poor condition and sits over the property line. The owner's intent is to rebuild the unit, however they would like to move within the property lines and maintain a 3' side and create a 2' rear buffer that it is currently over the property line. Mr. Johnson stated the reason to move to the proposed location is there is a rather large Live Oak tree on the property and they do not want to build in the root system of the tree. He further stated this has no effect on the rear neighbor as they are blocked by their shed and the side neighbor is in favor. Mr. Johnson presented a letter in support. He continued, when the structure was rebuilt, the intent is to build to current Code to include flood elevation. Mr. Parks asked if the structure will have living quarters. Mr. Johnson confirmed and stated the lot is zoned for duplex. He also stated they will not do any major renovation to the main cottage. Ms. Doyle asked the hardship. Mr. Johnson responded they cannot shift the structure back on to the property any further without getting into the tree root structure and risk losing the very large Live Oak in the back of the property. Mr. Branigin stated the property was purchased in 2018 with full knowledge the accessory structure was 2' across the property line. Mr. Johnson confirmed. He further stated the petitioner had full intention of rebuilding the unit. **Monty Parks** made a motion to deny. **John Branigin** seconded. Vote was unanimous, 5-0 to deny.

Consideration of Bids, Contracts, Agreements and Expenditures

Marine Science Center. **Mr. Hughes** stated he added this to the agenda in anticipation of having the lease prepared. This will possibly be two leases in light of the Marine Science Center using property that has been donated by the Mackels for that purpose. Details are still being worked on. Mr. Hughes anticipates the lease(s) will be on the agenda for November 7, 2019.

Consideration of Ordinances

Resolution: Marsh Hen Trail. **Mayor Buelterman** stated this is extending the project so the City is eligible for funding. Dr. Gillen confirmed and stated this is the grant for Phase II. Mr. Shaw stated the designs are completed and out for bid. The Resolution keeps the City interested in the project for the second phase. Mayor Buelterman stated with Phase 1, it was his understanding that Deb Barreiro was going to come to a meeting and explain how Mayor and Council can complete Phase 1 using DPW. Mayor pro tem Brown explained cost saving ways to complete Phase I. Dr. Gillen stated DPW has been working in the area by clearing the vegetative debris and trimming shrubs as recommended by DNR. White rock has not been placed as of yet. Ms. Doyle expressed her concerns with the project. She would like to know what the City's next steps are. Ms. Doyle would like to move forward. Mr. Parks stated the reason this item is on the agenda is to determine if the City wants to continue with the grant process for Phase I or to do the work with staff. Dr. Gillen confirmed. Mayor pro tem Brown stated the fence needs to be built as residents will begin to use if the fence is in place. Dr. Gillen stated as part of the work for Phase I, staff will begin on the fence. Mr. Parks recommended this be sent back to Infrastructure Committee and make the recommendation the City forego the \$200,000 grant and pursue Phase II like we are doing Phase I and focus on

the fence. Mayor Buelterman confirmed and stated he would like to continue to interface with DOT. He then stated, he is going to remove the Resolution from the agenda and send to the Infrastructure Committee for their recommendations regarding moving forward.

First Reading, 2019-14, Sec 42-60, Balloons/Chinese Lantern Release. **Mr. Parks** thanked Mayor and Council for considering the proposed ordinance. He stated this is specified in the Beach Rules and Applications that these types of materials are not allowed and would like it to be in ordinance format for codification. He would ask Mr. Hughes to expand the definition to include other like names used in lieu of "Chinese Lanterns". **Monty Parks** made a motion to approve for second reading. **Julie Livingston** seconded. Motion was unanimous, 5-0 to approve.

Council, Officials and City Attorney Considerations and Comments

Bubba Hughes stated included in the Packet before Mayor and Council tonight is a **Resignation/Agreement Angela Hudson**. This document has been signed by Ms. Hudson and she has a seven day Right of Revocation which would not expire until after Friday, September 27, 2019. His recommendation would be that it be approved after her Right of Revocation has expired without having been exercised. **Wanda Doyle** made a motion to approve. **Monty Parks** seconded. Voting in favor were Julie Livingston, Monty Parks, John Branigin and Wanda Doyle. Voting against was Barry Brown. Motion to approve, 4-1.

Barry Brown would like an **Update on the TIPD status on starting pay** as it is his understanding the Finance Committee was going to discuss. Dr. Gillen stated the Public Safety Committee has been looking at an RFP. It will be split into two phases, a Class and Comp Study for Public Safety which will be done first and everyone else second. The RFP is completed and will go out next week. Questions will be back to Staff on October 29; proposals due November 19th; open the proposals that day; evaluation period of seven days; recommendation to Mayor and Council on the December 12, 2019 City Council Meeting; and Notification of Award on December 13th. He continued project completion for Part I, Public Safety, is due to the City on March 2, 2020 and project completion for Part II due on June 1, 2020. This will enable Mayor and Council to address the Public Safety issue and deal with budget increases during the budget cycle. Mayor pro tem Brown expressed his concerns with the time frame as officers may leave the City for higher paying positions or officers will not apply to the City due to lower salary. Mayor Buelterman thank Dr. Gillen for his work with this item.

Barry Brown stated he has residents on Lewis Avenue ask him to have **Halloween on Lewis Avenue** on Saturday following Halloween **and Memorial Park** on Halloween night. Dr. Gillen stated he was not aware of the wishes of the residents on Lewis Avenue. Mayor pro tem Brown asked Dr. Gillen to reach out to those residents. Dr. Gillen stated the Tybee Island Police Officers did canvas those residents and it is their desire to have Halloween on October 31st. A candy donation barrel has been placed at City Hall as well as the Police Department to be distributed to the residents as in the past.

Wanda Doyle asked Mr. Hughes in regards to the **Maritime District Permitted Use** to ensure the proper wording is included in the proposed ordinance so there is not an issue if a casino boat should come back to the Island. Ms. Doyle confirmed this would go to the Planning Commission for their recommendations. Mr. Hughes stated he has drafted a proposed ordinance and it does include eliminating the passenger cruise line section and would recommend including a section requiring Special Review for certain uses within the District. Ms. Doyle would like this presented to the Planning Commission at their October meeting and to be heard by Mayor and Council in November. Mayor Buelterman confirmed the proposed ordinance would not ban casino boats outright but require they go through Special Review process. Mr. Hughes stated he feels it is a mistake to ban a particular industry that does not have any more potential impact on land base component as would a Charter Boat for fishing. The activity performed on the boat is one thing that concerns him. Mayor pro tem Brown wants to ensure that any change to the ordinance will not affect the dredging vessels. Mr. Hughes confirmed. Mayor Buelterman thanked Ms. Doyle for bringing this to the attention of Mayor and Council.

Wanda Doyle asked Dr. Gillen to give an **Update on plan for new restrooms at Jaycee Park.** **Dr. Gillen** stated Greenline Architecture submitted a floor plan and a meeting has been scheduled to finalize the details so it can go out to bid. He stated he will reach out to Greenline to confirm as it is his goal to have the restrooms completed during the off season. Mayor pro tem Brown asked Dr. Gillen to check with Greenline as to the cost of slabbing the building above floodplain. Dr. Gillen confirmed.

Wanda Doyle gave an update on the **Public Safety Committee.** **Ms. Doyle** stated the Public Safety Committee did discuss the one-way proposal for Meddin Drive. There was a Town Hall Meeting that was attended by approximately 100 people from the area. It was a very productive discussion with good suggestions. Suggestions were taken and went to the Public Safety Committee for their recommendations. The Committee then created an Action Item List moving forward. The next discussion item was "speed humps" not speed bumps. This will be a traffic calming. It is the goal of the Committee to get two "speed humps" on a trial basis. The Committee also is looking to improve the purchasing of replacement batteries. They are looking at Axion to assist in this matter as they are expensive. Axion already have a contract with the City regarding Tasers and feels this will be cost effective for the City.

Monty Parks gave an update **Administrative Fines.** Mr. Parks stated it is his intent to take certain offenses and move from one category to another. This would make such offenses as dogs on the beach, glass on the beach, and possibly people on the sand bar administrative fines rather than civil offenses. Offenders would be issued a citation much like a parking ticket and issued by someone that is not a full police officer. Mr. Parks asked Mr. Hughes if he had an update. Mr. Hughes asked Mayor and Council to send him the offenses they would like included in this. He stated in his opinion most of the possible violations are beach related incidents. Mr. Parks confirmed. Ms. Doyle stated she spoke with Dr. Gillen previously recommending a Beach Division Department structured much like the Parking Department. In this way it takes the Court out of the process. Mr. Parks responded this would be friendlier as warnings could be issued and if

the offender does not comply, a ticket could be issued. Ms. Livingston expressed her concerns as issuing a beach violation is very different from placing a parking ticket on a windshield. Mayor Buelterman is concerned as to how a violation of a parent having a glass bottle of apple juice, how would this be affected. Mr. Parks stated there could be a warning and if no compliance a ticket would be issued but at a much lower fee than if issued by a police officer as there are no court fines associated with the ticket. Also, Ocean Rescue and lifeguards could issue violations. Mr. Hughes will work with Mayor and Council on those violations they want included in the proposed ordinance.

Monty Parks asked Dr. Gillen for an **Update** regarding **Adding individual registration numbers for STVR's**. Mr. Parks stated when the registration form was setup previously, a space was left on the form for an individual registration number. He would now like to take advantage of the option and asked Dr. Gillen to add a number for each STVR that gets a registration and add that number to the application. This number would be required to be on advertisements, brochures, on-line, etc. In this way there would be a way to track the STVR's to ensure they are registered with the City. Dr. Gillen responded every STVR registered with the City has a unique number assigned to the unit. It would take an ordinance change to require STVR's to use those numbers in their advertising, brochures and on-line. Ms. Doyle stated she did speak with Mr. Shaw regarding a software program that would track registration. Mr. Branigin added, if Mayor and Council are looking at updating the STVR Ordinance he would like the portion regarding signage changed so that signage must be visible from the street. There are companies posting signs that are very small and the contact number cannot be read. Mr. Hughes is to come back with a change to the ordinance that would include requiring a unique registration number on all advertising. Mr. Hughes responded it would be a location number. Mr. Parks confirmed.

George Shaw approached Mayor and Council to give an update on the **Approval of Grant Administrator for HMGP**. Mr. Shaw stated a scoring matrix was done and MC McColm was the company chosen for the Grant Administrator. The cost of this is up to \$200,000 but roughly a little less than \$8,000 per unit and this is a reimbursable fee. **Monty Parks** made a motion to approve. **Wanda Doyle** seconded. **Discussion: Mr. Hughes** asked there be a motion to authorize the Mayor to sign the Agreement once approved. **Monty Parks** amended his motion to approve and authorize the Mayor to sign the Agreement upon approval of Mr. Shaw/Dr. Gillen and Mr. Hughes. **Wanda Doyle** seconded the amended motion. Vote was unanimous to approve, 5-0.

Julie Livingston made a motion to go to Executive Session to discuss litigation and personnel. **Monty Parks** seconded.

Monty Parks made a motion to return to regular session. **Wanda Doyle** seconded. Vote was unanimous, 5-0.

Barry Brown made a motion to adjourn. **John Branigin** seconded. Vote was unanimous, 5-0.

Meeting adjourned at 9:35PM.

Janet R. LeViner, CMC
Clerk

Item Attachment Documents:

3. Alcohol License Request: Special Event-Beer, Liquor and Wine-Tybee Wine Festival(Pickin' and Shuckin' with Beer and Bubbles); 10 Van Horne/Tybee Post Theater; Friday, May 1, 2020



MAYOR
Jason Buelterman

CITY COUNCIL
Barry Brown, Mayor Pro Tem
John Branigin
Wanda Doyle
Julie Livingston
Monty Parks



CITY MANAGER
Shawn Gillen

CLERK OF COUNCIL
Janet LeViner

CITY ATTORNEY
Edward M. Hughes

CITY OF TYBEE ISLAND

Council Meeting Date for Request: October 10, 2019

Item: Alcohol License Request: Special Event – Beer, Liquor and Wine – Tybee Wine Festival (Pickin' and Shuckin' with Beer and Bubbles)

Explanation: Location of Event: 10 Van Horne/Tybee Post Theater
Friday, May 1, 2020

Budget Line Item Number (if applicable): _____

Paper Work: X Attached*
 Audio/Video Presentation**

* **Electronic submissions are requested but not required. Please email to jleviner@cityoftybee.org.**

** **Audio/video presentations *must* be submitted to the IT department at City Hall by 4:00PM on the Thursday prior to the scheduled meeting.**

Submitted by: Sharon S. Shaver

Phone / Email: 472-5072 / sshaver@cityoftybee.org

Comments: _____

Date given to Clerk of Council September 23, 2019

P.O. Box 2749 – 403 Butler Avenue, Tybee Island, Georgia 31328-2749
(866) 786-4573 – FAX (866) 786-5737
www.cityoftybee.org



CITY OF TYBEE ISLAND ALCOHOL LICENSE APPLICATION



Application is hereby made for a license to do business within the City of Tybee Island as a dealer in alcoholic beverages as indicated below:

LICENSE CLASSIFICATION	FEE	CHECK
Retail Beer/Wine – Package Sales Only, Consumption on Premises Prohibited	\$ 350	
Retail Beer/Wine – Sale by Drink for Consumption on Premises Only	575	
Retail Liquor – Sale by Package Only, Consumption on Premises Prohibited	850	
Retail Liquor – Sale by Drink for Consumption on Premises Only	1,250	
Retail Liquor – Sale by Package & Drink both in One Building under One Ownership	2,000	
Sunday Sales of Alcoholic Beverages	150	
Wholesale Beer	765	
Wholesale Liquor	1,500	
Wholesale Wine	150	
Distiller, Brewer, or Manufacturer of Alcoholic Beverages	300	
Special Event – Public or Private Property - Beer, Wine (no current license) per event	50	
Special Event – Public or Private Property - Beer, Wine (no current license) 3 days	100	
Special Event – Public or Private Property - Beer, Wine (holding current license) per event	10	
Special Event – Business Property – Beer, Wine, Liquor (no current license) per event	50	
Special Event – Business Property – Beer, Wine, Liquor (no current license) 3 days	100	
Special Event – Business Property – Beer, Wine, Liquor (holding current license) per event	10	<input checked="" type="checkbox"/>

Notice: The applicant for a license shall be a citizen of the United States, a resident of Chatham County, and owner of the business or if a corporation, partnership or other legal entity is the owner, a substantial and major stockholder or the applicant may be the manager of the business charged with the regular operation of said business on the premises for which the license is issued.

Business Name Friends of the Tybee Theater, Inc. MAY 1, FRIDAY
 Location 10 Van Horne Ave, Tybee Island, GA 31328
 Mailing Address P.O. Box 2356, Tybee Island, GA 31328
 Phone 912-472-4790 Email info@tybeeposttheater.org

Names and Home Addresses of Owners, Partners or Corporate Officers with Ten Percent (10%) Interest in Business

Names (attach additional pages if necessary)	Date of Birth	Home Addresses	City, State, Zip	Social Security #
<u>Jim Klutz</u>		<u>P.O. Box 629</u>	<u>Tybee Isl</u>	
<u>KEITH GAY</u>		<u>P.O. Box 2841</u>	<u>Tybee Isl</u>	
<u>Bill Blacey</u>		<u>P.O. Box 98</u>	<u>Tybee Isl</u>	

Is business incorporated? YES State of Incorporation GA Date Incorporated 2004
 Names of landlord of the business location FOTT Address P.O. Box 2356 Phone 912-472-4790
 What other business is conducted at this location? Performing ART & movie venue
 Has application been made for required State and Federal Licenses? NOT YET
 Has applicant, any person connected with, or any person having an interest in this business:
 ever been convicted of any violation of law other than for a traffic violation? NO
 ever served time in prison or other correctional institution? NO
 ever had an alcohol beverage license suspended or revoked at any time in any location? NO
 (if answer is yes, give details) _____
 If this application is for RENEWAL of an existing license, enter License Number of existing license 0003728
 If business is an eating establishment, are SUNDAY sales of alcoholic beverages contemplated? NO If yes, submit additional affidavit.

ALL OF THE FOREGOING INFORMATION IS HEREBY GIVEN AND ALL OF THE FOREGOING STATEMENTS ARE HEREBY MADE ON OATH WILLFULLY, KNOWINGLY, AND ABSOLUTELY, AND THE SAME IS AND ARE HEREBY SWORN TO ME TO BE TRUE UNDER PENALTY OF LAW.

Applicant Signature [Signature] Date 9/13/19

Sworn to and subscribed before me this 13 day of Sept 2019
[Signature]
 Notary Public

Approval	Signature	Date
City Manager	<u>[Signature]</u>	<u>9-19-19</u>
Zoning	<u>[Signature]</u>	<u>9-19-19</u>
Police		
City Council		



BACKGROUND CHECK REQUIREMENTS FOR ALCOHOL LICENSE

PRIOR TO OR AT THE TIME OF SUBMITTING AN APPLICATION, THE APPLICANT FOR A LICENSE OR PERMIT ISSUED UNDER THE TERMS OF THIS ARTICLE AND THE OWNER OF THE PROPOSED BUSINESS OR A PRINCIPAL OFFICER OR MEMBER, THEREOF, AND /OR A MANAGER OF SUCH BUSINESS DESIGNATED BY SUCH OFFICER OR MEMBER, SHALL SUBMIT THEMSELVES FOR FINGERPRINTING AS PROVIDED BY LAW AND IN ACCORDANCE WITH CITY PROCEDURES AS DIRECTED BY THE CITY MANAGER.

ORDINANCE NO. 6-2019, Sec. 6-5. - Reporting to City/Police - Licensee.

BE IT FURTHER UNDERSTOOD THAT THE PURPOSE OF OBTAINING THIS INFORMATION IS TO SATISFY THE REQUIREMENTS SET FORTH BY THE MAYOR AND COUNCIL OF THE CITY OF TYBEE ISLAND, REGARDING AN ALCOHOL LICENSE APPLICATION.

Applicant: Melissa Turner

Business/Event Name: Friends of the Tybee Theater, Inc.,

Approved X Denied _____

R. Bayne
Chief of Police

9/17/19 Date

Return approved/denied form:

Sharon S. Shaver
Administrative Assistant to City Manager
403 Butler Ave

Item Attachment Documents:

4. Special Event-Beer, Wine and Liquor-Tybee Wine Festival (The Grand Wine Tasting),
YMCA Gym, Old School Cafeteria, Memorial Park; Saturday, May 2, 2020

Sec. 6-12 Sec. 54-70



MAYOR
Jason Buelterman

CITY COUNCIL
Barry Brown, Mayor Pro Tem
John Branigin
Wanda Doyle
Julie Livingston
Monty Parks



CITY MANAGER
Shawn Gillen

CLERK OF COUNCIL
Janet LeViner

CITY ATTORNEY
Edward M. Hughes

CITY OF TYBEE ISLAND

Council Meeting Date for Request: October 10, 2019

Item: Alcohol License Request: Special Event – Beer, Wine, and Liquor – Tybee Wine Festival (The Grand Wine Tasting)

Explanation: Location of Event: YMCA Gym, Old School Cafeteria, Memorial Park

Saturday, May 2, 2020

Sec. 6-12. Sec. 54-70.

Paper Work: X Attached*
 Audio/Video Presentation**

- * **Electronic submissions are requested but not required. Please email to jleviner@cityoftybee.org.**
- ** **Audio/video presentations *must* be submitted to the IT department at City Hall by 4:00PM on the Thursday prior to the scheduled meeting.**

Submitted by: Sharon S. Shaver

Phone / Email: 472-5072 / sshaver@cityoftybee.org

Comments: _____

Date given to Clerk of Council September 23, 2019

P.O. Box 2749 – 403 Butler Avenue, Tybee Island, Georgia 31328-2749
(866) 786-4573 – FAX (866) 786-5737
www.cityoftybee.org



CITY OF TYBEE ISLAND ALCOHOL LICENSE APPLICATION



Application is hereby made for a license to do business within the City of Tybee Island as a dealer in alcoholic beverages as indicated below:

LICENSE CLASSIFICATION	FEE	CHECK
Retail Beer/Wine - Package Sales Only, Consumption on Premises Prohibited	\$ 350	
Retail Beer/Wine - Sale by Drink for Consumption on Premises Only	575	
Retail Liquor - Sale by Package Only, Consumption on Premises Prohibited	850	
Retail Liquor - Sale by Drink for Consumption on Premises Only	1,250	
Retail Liquor - Sale by Package & Drink both in One Building under One Ownership	2,000	
Sunday Sales of Alcoholic Beverages	150	
Wholesale Beer	765	
Wholesale Liquor	1,500	
Wholesale Wine	150	
Distiller, Brewer, or Manufacturer of Alcoholic Beverages	300	
Special Event - Public or Private Property - Beer, Wine (no current license) per event	50	
Special Event - Public or Private Property - Beer, Wine (no current license) 3 days	100	
Special Event - Public or Private Property - Beer, Wine (holding current license) per event	10	
Special Event - Business Property - Beer, Wine, Liquor (no current license) per event	50	✓
Special Event - Business Property - Beer, Wine, Liquor (no current license) 3 days	100	
Special Event - Business Property - Beer, Wine, Liquor (holding current license) per event	10	

Notice: The applicant for a license shall be a citizen of the United States, a resident of Chatham County, and owner of the business or if a corporation, partnership or other legal entity is the owner, a substantial and major stockholder or the applicant may be the manager of the business charged with the regular operation of said business on the premises for which the license is issued.

THE GRAND WINE TASTING

Business Name Friends of the Tybee Theater, INC. MAY 2, SAT
 Location Tybee Memorial Park, Cafeteria, Gym
 Mailing Address 403 Butler Ave, Tybee Isl, GA 31328
 Phone 912-472-4790 Email info@tybeeposttheater.org

Names and Home Addresses of Owners, Partners or Corporate Officers with Ten Percent (10%) Interest in Business

Names (attach additional pages if necessary)	Date of Birth	Home Addresses	City, State, Zip	Social Security #
<u>Jim Klute</u>		<u>P.O. Box 629</u>	<u>Tybee Isl, GA</u>	
<u>KEITH GAY</u>		<u>P.O. Box 2841</u>	<u>Tybee Isl</u>	
<u>Bill Blalock</u>		<u>P.O. Box 98</u>	<u>Tybee Isl</u>	

Is business incorporated? yes State of Incorporation GA Date Incorporated 2004
 Names of landlord of the business location POTT Address _____ Phone _____

What other business is conducted at this location? _____

Has application been made for required State and Federal Licenses? _____

Has applicant, any person connected with, or any person having an interest in this business:

- ever been convicted of any violation of law other than for a traffic violation? NO
- ever served time in prison or other correctional institution? NO
- ever had an alcohol beverage license suspended or revoked at any time in any location? NO

(if answer is yes, give details) _____

If this application is for RENEWAL of an existing license, enter License Number of existing license NO

If business is an eating establishment, are SUNDAY sales of alcoholic beverages contemplated? NO If yes, submit additional affidavit.

ALL OF THE FOREGOING INFORMATION IS HEREBY GIVEN AND ALL OF THE FOREGOING STATEMENTS ARE HEREBY MADE ON OATH WILLFULLY, KNOWINGLY, AND ABSOLUTELY, AND THE SAME IS AND ARE HEREBY SWORN TO ME TO BE TRUE UNDER PENALTY OF LAW.

Applicant Signature [Signature] Date 9/13/19

Sworn to and subscribed before me this 13 day of SEPT 2019
 Notary Public [Signature]

Approval	Signature	Date
City Manager	<u>[Signature]</u>	<u>9-12-19</u>
Zoning	<u>[Signature]</u>	<u>9-12-19</u>
Police		
City Council		



BACKGROUND CHECK REQUIREMENTS FOR ALCOHOL LICENSE

PRIOR TO OR AT THE TIME OF SUBMITTING AN APPLICATION, THE APPLICANT FOR A LICENSE OR PERMIT ISSUED UNDER THE TERMS OF THIS ARTICLE AND THE OWNER OF THE PROPOSED BUSINESS OR A PRINCIPAL OFFICER OR MEMBER, THEREOF, AND /OR A MANAGER OF SUCH BUSINESS DESIGNATED BY SUCH OFFICER OR MEMBER, SHALL SUBMIT THEMSELVES FOR FINGERPRINTING AS PROVIDED BY LAW AND IN ACCORDANCE WITH CITY PROCEDURES AS DIRECTED BY THE CITY MANAGER.

ORDINANCE NO. 6-2019, Sec. 6-5. - Reporting to City/Police - Licensee.

BE IT FURTHER UNDERSTOOD THAT THE PURPOSE OF OBTAINING THIS INFORMATION IS TO SATISFY THE REQUIREMENTS SET FORTH BY THE MAYOR AND COUNCIL OF THE CITY OF TYBEE ISLAND, REGARDING AN ALCOHOL LICENSE APPLICATION.

Applicant: Melissa Turner

Business/Event Name: Friends of the Tybee Theater, Inc.,

Approved X Denied _____

R. J. Bayne
Chief of Police

9/17/19 Date

Return approved/denied form:

Sharon S. Shaver
Administrative Assistant to City Manager
403 Butler Ave

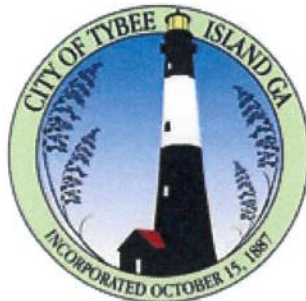
Item Attachment Documents:

5. Agenda Request: H & K Event Management -Alcohol License Request: Beer, Wine, and Liquor; 1401 Strand Ave (Event Facility at top of Hotel Tybee, in old Grandview location)



MAYOR
Jason Buelterman

CITY COUNCIL
Barry Brown, Mayor Pro Tem
John Branigin
Wanda Doyle
Julie Livingston
Monty Parks



CITY MANAGER
Shawn Gillen

CLERK OF COUNCIL
Janet LeViner

CITY ATTORNEY
Edward M. Hughes

CITY OF TYBEE ISLAND

Council Meeting Date for Request: October 10, 2019

Item: H & K Event Management

Alcohol License Request: Liquor/Beer/Wine

Explanation: H & K Event Management

1401 Strand Ave (event facility at the top of Hotel Tybee in the old Grandview location)

Budget Line Item Number (if applicable): _____

Paper Work: X Attached*

Audio/Video Presentation**

* **Electronic submissions are requested but not required. Please email to jleviner@cityoftybee.org.**

** **Audio/video presentations *must* be submitted to the IT department at City Hall by 4:00PM on the Thursday prior to the scheduled meeting.**

Submitted by: Sharon S. Shaver

Phone / Email: 472-5072 / sshaver@cityoftybee.org

Comments: _____

Date given to Clerk of Council October 3, 2019



CITY OF TYBEE ISLAND ALCOHOL LICENSE APPLICATION



Application is hereby made for a license to do business within the City of Tybee Island as a dealer in alcoholic beverages as indicated below:

LICENSE CLASSIFICATION	FEE	CHECK
Retail Beer/Wine – Package Sales Only, Consumption on Premises Prohibited	\$ 350	
Retail Beer/Wine – Sale by Drink for Consumption on Premises Only	575	✓
Retail Liquor – Sale by Package Only, Consumption on Premises Prohibited	850	
Retail Liquor – Sale by Drink for Consumption on Premises Only	1,250	✓
Retail Liquor – Sale by Package & Drink both in One Building under One Ownership	2,000	
Sunday Sales – Sale by Drink for Consumption on Premises Only	150	
Sunday Sales – Package Sales Only	50	
Wholesale Beer	765	
Wholesale Liquor	1,500	
Wholesale Wine	150	
Distiller, Brewer, or Manufacturer of Alcoholic Beverages	300	
Special Event – Public or Private Property - Beer, Wine (no current license) per event	50	
Special Event – Public or Private Property - Beer, Wine (no current license) 3 days	100	
Special Event – Public or Private Property - Beer, Wine (holding current license) per event	10	
Special Event – Business Property – Beer, Wine, Liquor (no current license) per event	50	
Special Event – Business Property – Beer, Wine, Liquor (no current license) 3 days	100	
Special Event – Business Property – Beer, Wine, Liquor (holding current license) per event	10	

Notice: The applicant for a license shall be a citizen of the United States, a resident of Chatham County, and owner of the business or if a corporation, partnership or other legal entity is the owner, a substantial and major stockholder or the applicant may be the manager of the business charged with the regular operation of said business on the premises for which the license is issued.

Business Name H+K Event Management
 Location 1401 Strand Avenue
 Mailing Address P.O. Box 2880 Tybee Island GA 31328
 Phone 912 - 472 - 4379 Email events@grandviewtybee.com

Names and Home Addresses of Owners, Partners or Corporate Officers with Ten Percent (10%) Interest in Business

Names (attach additional pages if necessary)	Date of Birth	Home Addresses	City, State, Zip	Social Security #
<u>Heather Olmer</u>		<u>6 Fallow Field Dr.</u>	<u>Savannah GA</u> <u>31406</u>	

If special event, date(s) of event _____ Name of event: _____
 Is business incorporated? yes, LLC State of Incorporation GA Date Incorporated 4/20/19
 Names of landlord of the business location Brett Loehr Address 1401 Strand Ave Phone 802 272 2011
 What other business is conducted at this location? Hotel
 Has application been made for required State and Federal Licenses? yes
 Has applicant, any person connected with, or any person having an interest in this business:
 o ever been convicted of any violation of law other than for a traffic violation? NO
 o ever served time in prison or other correctional institution? NO
 o ever had an alcohol beverage license suspended or revoked at any time in any location? NO
 (if answer is yes, give details) _____
 If this application is for RENEWAL of an existing license, enter License Number of existing license NO
 If business is an eating establishment, are SUNDAY sales of alcoholic beverages contemplated? _____ If yes, submit additional affidavit.

ALL OF THE FOREGOING INFORMATION IS HEREBY GIVEN AND ALL OF THE FOREGOING STATEMENTS ARE HEREBY MADE ON OATH WILLFULLY, KNOWINGLY, AND ABSOLUTELY, AND THE SAME IS AND ARE HEREBY SWORN TO ME TO BE TRUE UNDER PENALTY OF LAW.

Applicant Signature Rebecca Loehr Date 10/02/19

Sworn to and subscribed before me this 12 day of October 2019
Sharon S. Shaver
 Notary Public

Approval	Signature	Date
City Manager	<u>[Signature]</u>	<u>10-3-19</u>
Zoning	<u>[Signature]</u>	<u>10-3-19</u>
Police		
City Council		

Item Attachment Documents:

6. Jason Buelterman: Approval to do an RFP for a GEFA Solar Project at the Water/Sewer Facility



Jan LeViner

To: Jason Buelterman
Subject: RE: Letter to editor response

From: Jason Buelterman <JBuelterman@cityoftybee.org>
Sent: Friday, October 4, 2019 10:59 AM
To: Jan LeViner <jleviner@cityoftybee.org>
Subject: Letter to editor response

This is the response I received about the letter to the editor that was supposed to the solar project:

In regards to the letter, I researched the author and he received his degree in 1960 before solar power was viable in any form and from his observations he hasn't stayed current on the technology. It's the same green energy is bad mindset that I run into almost everyday especially with the older generations. I'll address the claims he makes here.

2.
 - a. High temperatures do reduce efficiency in electronics, that's true of any electrical device. However, the "high" temperatures of South Georgia will not reduce the efficiency of a solar installation in any appreciable way. Average summer high temperatures in Tybee are around 90°F. The best place for solar in the U.S. is the desert southwest where average summer highs are well above 100°. In fact, South Georgia is the best place for solar outside of the Southwest. Currently Georgia Power has the largest non-mandated solar portfolio in the country at just over 16,000 MW of solar capacity with 31,000 MW online by 2021. Solar works well here.
 - b. Solar still produces a substantial amount of electricity even on overcast days and it actually produces the most on partly cloudy days due to the physical effects the clouds have on sunlight. It does not produce electricity at night which shouldn't come as a surprise to anyone.
 - c. The solar is not intended for back up power. It is intended to reduce the demand costs and energy use of the facility. The solar will reduce demand charges as well as kWh charges from Georgia Power which will reduce energy costs overall even with maintenance factored in. Additionally the solar will produce reliable electricity for 3-4 decades or until it's decided to upgrade.

From: Jason Buelterman <JBuelterman@cityoftybee.org>
Sent: Tuesday, September 17, 2019 10:53 AM
To: Gardner, Clay <CLGARDNE@SOUTHERNCO.COM>
Cc: Tracy Williams <twilliams@gefa.ga.gov>; Shawn Gillen <sgillen@cityoftybee.org>
Subject: Re: Tybee project status

EXTERNAL MAIL: Caution Opening Links or

The letter to the editor below appeared in our local paper and several of my council members read it and contacted me about it. Could you help refute some of the claims in it?

My hope is to have this on our agenda to move forward on September 26th.

<image001.jpg>

Sent from my iPhone

On Sep 17, 2019, at 10:41 AM, Gardner, Clay <CLGARDNE@southernco.com> wrote:

Hey Jason,

I apologize for the delay. Judging by the new "Affordability Criteria," Tybee still looks to be out of the consideration range for principle forgiveness. The criteria are median income, unemployment, and population growth. I wish I had better news.

From: Jason Buelterman <JBuelterman@cityoftybee.org>
Sent: Wednesday, September 11, 2019 7:23 AM
To: Gardner, Clay <CLGARDNE@SOUTHERNCO.COM>
Cc: Tracy Williams <twilliams@gefa.ga.gov>; Shawn Gillen <sgillen@cityoftybee.org>
Subject: Tybee project status

EXTERNAL MAIL: Caution Opening Links or Files

Clay- just checking to see where we are with this project. When we spoke we agreed that we would hold off until we determine if we would be eligible for loan forgiveness.

Thanks

Sent from my iPhone

On Aug 17, 2019, at 4:37 PM, Gardner, Clay
<CLGARDNE@southernco.com> wrote:

Jason,

Georgia Power has several options for EV charger installations. We offer turn key customer owned stations as well as leases with just about everything in between. I can get you more info on Monday. I drive an EV myself and it's a good idea to start thinking about infrastructure as more and more people transition to EVs.

Get [Outlook for iOS \[aka.ms\]](#)

From: Jason Buelterman
<JBuelterman@cityoftybee.org>
Sent: Saturday, August 17, 2019 4:09:00 PM
To: Tracy Williams <twilliams@gefa.ga.gov>
Cc: Gardner, Clay <CLGARDNE@SOUTHERNCO.COM>;
Shawn Gillen <sgillen@cityoftybee.org>
Subject: Charging ports

EXTERNAL MAIL: Caution Opening Links or Files

Clay and Tracy

Thanks for continuing to work w tybee on our proposed solar project. I am curious if you know who we could reach out to about installing a few electric car charging stations on the island. We have more and more citizens

and visitors driving leafs and Teslas etc who would have a use for these.

Thanks

Jason

Sent from my iPhone

On Aug 7, 2019, at 12:43 PM, Tracy Williams <twilliams@gefa.ga.gov> wrote:

Clay,

The loan application states that a 500kW solar PV will be installed, but the project summary and the CE states that it is a 150kW system.

Please respond with the correct size of the system or give me a call as soon as possible?

Thanks,

Tracy

From: Gardner, Clay
<CLGARDNE@SOUTHERNCO.COM>
Sent: Tuesday, August 6, 2019 10:08 AM
To: Tracy Williams
<twilliams@gefa.ga.gov>; Jason Buelterman
<JBuelterman@cityoftybee.org>; George Shaw
<gshaw@cityoftybee.org>; Shawn Gillen <sgillen@cityoftybee.org>
Subject: RE: Tybee Island SERP Complete Letter - CW2019016

Thank YOU, Tracy. You've been a huge help. Looking forward to hearing the results!

From: Tracy Williams
<twilliams@gefa.ga.gov>
Sent: Tuesday, August 6, 2019 10:05 AM
To: Gardner, Clay
<CLGARDNE@SOUTHERNCO.COM>;
Jason Buelterman
<JBuelterman@cityoftybee.org>;
George Shaw
<gshaw@cityoftybee.org>; Shawn
Gillen <sgillen@cityoftybee.org>
Subject: RE: Tybee Island SERP
Complete Letter - CW2019016

**EXTERNAL MAIL: Caution Opening Links
or Files**

Hello,

As of this email, we have everything that we need.

Thank you guys for your help!!

Tracy

From: Gardner, Clay
<CLGARDNE@SOUTHERNCO.COM>
Sent: Tuesday, August 6, 2019 10:01 AM
To: Tracy Williams
<twilliams@gefa.ga.gov>; Jason

Buelterman
<JBuelterman@cityoftybee.org>;
George Shaw
<gshaw@cityoftybee.org>; Shawn
Gillen <sgillen@cityoftybee.org>
Subject: RE: Tybee Island SERP
Complete Letter - CW2019016

<image001.jpg>

Peak demand is 252kW. Let me know
what else you need!

From: Tracy Williams
<twilliams@gefa.ga.gov>
Sent: Tuesday, August 6, 2019 9:59 AM
To: Gardner, Clay
<CLGARDNE@SOUTHERNCO.COM>;
Jason Buelterman
<JBuelterman@cityoftybee.org>;
George Shaw
<gshaw@cityoftybee.org>; Shawn
Gillen <sgillen@cityoftybee.org>
Subject: FW: Tybee Island SERP
Complete Letter - CW2019016
Importance: High

**EXTERNAL MAIL: Caution Opening Links
or Files**

Hello everyone,

We have the letter!!

Clay,

We will need the peak demand question by
the end of the day.

Thanks,

Tracy

From: Sarah Oken
<soken@gefa.ga.gov>
Sent: Tuesday, August 6, 2019 9:56 AM
To: Tracy Williams
<twilliams@gefa.ga.gov>
Subject: FW: Tybee Island SERP
Complete Letter - CW2019016

Sarah Oken

Project Manager

Georgia Environmental Finance
Authority

(404) 584-1075

From: Hayes, Josh
<josh.hayes@dnr.ga.gov>
Sent: Tuesday, August 6, 2019 9:55 AM
To: sgillen@cityoftybee.org
Cc: Gardner, Clay
<CLGARDNE@SOUTHERNCO.COM>;
Sarah Oken <soken@gefa.ga.gov>
Subject: Tybee Island SERP Complete
Letter - CW2019016

Hello Mr. Gillen,

Please see the attached copy of the
SERP complete letter regarding the
above referenced project.

Please feel free to contact me if you
have any questions.

Thanks,

Josh Hayes
Environmental Engineer

Municipal Permitting Unit

Environmental Protection Division
2 Martin Luther King Jr. Drive

Suite 1152 – East Tower

Atlanta, GA 30334

Phone: (404) 463-1834

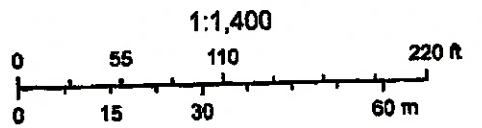
<image002.png>

SAGIS Property Map Viewer




10/1/2019 2:40:46 PM

 Property Boundaries (Parcels)



1" = 100'

SAGIS

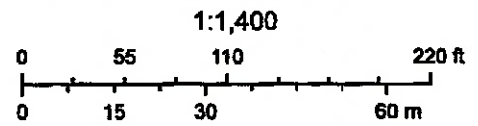
 POTENTIAL SOLAR PANELS

SAGIS Property Map Viewer



10/1/2019 2:40:46 PM

 Property Boundaries (Parcels)



1" = 100'

SAGIS

Jan LeViner

From: Jason Buelterman
Sent: Friday, October 4, 2019 10:54 AM
To: Jan LeViner
Subject: Fwd: Tybee project status

For packet

Sent from my iPhone

Begin forwarded message:

From: "Gardner, Clay" <CLGARDNE@SOUTHERNCO.COM>
Date: October 2, 2019 at 9:19:01 AM EDT
To: Jason Buelterman <JBuelterman@cityoftybee.org>
Cc: Peter Gulbranson <peter.gulbranson@cityoftybee.org>, Shawn Gillen <sgillen@cityoftybee.org>
Subject: Re: Tybee project status

Sounds good. I'll get prepared and wait for the okay.

Get [Outlook for iOS](#)

From: Jason Buelterman <JBuelterman@cityoftybee.org>
Sent: Wednesday, October 2, 2019 9:07:00 AM
To: Gardner, Clay <CLGARDNE@SOUTHERNCO.COM>
Cc: Peter Gulbranson <peter.gulbranson@cityoftybee.org>; Shawn Gillen <sgillen@cityoftybee.org>
Subject: Re: Tybee project status

EXTERNAL MAIL: Caution Opening Links or Files

Thanks! I would like to start the rfp process ASAP. My plan is to present the basics of the project to city council on oct 10 and ask that they approve moving forward w the rfp.

Sent from my iPhone

On Oct 2, 2019, at 9:04 AM, Gardner, Clay <CLGARDNE@southernco.com> wrote:

Yes. That looks like plenty of space for a system in the range of what we were planning. I'll do some estimating and come up with a number.

Just let me know when you'd like to start the RFP process. It's a bit more involved than a typical RFP just because of GEFA guidelines.

Get [Outlook for iOS \[aka.ms\]](#)

From: Jason Buelterman <JBuelterman@cityoftybee.org>
Sent: Wednesday, October 2, 2019 7:20:37 AM
To: Peter Gulbranson <peter.gulbranson@cityoftybee.org>
Cc: Gardner, Clay <CLGARDNE@SOUTHERNCO.COM>; Shawn Gillen <sgillen@cityoftybee.org>
Subject: Re: Tybee project status

EXTERNAL MAIL: Caution Opening Links or Files

Thanks Pete! Clay-Do you all have a template for an RFP for this?

Sent from my iPhone

On Oct 1, 2019, at 2:48 PM, Peter Gulbranson <peter.gulbranson@cityoftybee.org> wrote:

The areas highlighted in pink on the attached PDF would be possible areas for solar panels.

The scale on that drawing is 1" =100'

I have Also attached a copy with no highlighting is you want to make options.

Any questions feel free to contact me.

Pete Gulbranson, P.E.
City Engineer/Director of Infrastructure
City of Tybee Island
403 Butler Avenue
Tybee Island, GA 31328

Telephone: (912) 472-5041
Fax: (912) 786-9907
Email: peter.gulbranson@cityoftybee.org

From: Gardner, Clay <CLGARDNE@SOUTHERNCO.COM>
Sent: Tuesday, October 01, 2019 1:37 PM
To: Jason Buelterman <JBuelterman@cityoftybee.org>
Cc: Shawn Gillen <sgillen@cityoftybee.org>; Peter Gulbranson <peter.gulbranson@cityoftybee.org>
Subject: RE: Tybee project status

Jason – Those layouts are definitely preliminary. We can make adjustments to meet the facility's needs and if you have areas where you can and can't have panels we will include that in the RFP. That RFP will have to be done according to GEFA guidelines so I don't think it's

something we really have to worry about right now. We can then select the best response to the RFP and even tweak it further if needed.

Maybe you and your engineer can send a satellite image with areas where panels are okay to be installed and I'll be able to judge what system size we could potentially end up with. Thanks!

From: Jason Buelterman <JBuelterman@cityoftybee.org>
Sent: Sunday, September 29, 2019 7:49 PM
To: Gardner, Clay <CLGARDNE@SOUTHERNCO.COM>
Cc: Shawn Gillen <sgillen@cityoftybee.org>; Peter Gulbranson <peter.gulbranson@cityoftybee.org>
Subject: Re: Tybee project status

EXTERNAL MAIL: Caution Opening Links or Files

Kevin

On Friday I met with our engineer and water/sewer director on site at the waste treatment facility to make sure there wasn't anything that would prevent this project from moving forward. We looked at the two layouts we have—one which came from you and one from a solar provider—and will need to make some adjustments if this is to move forward. We can't take down any trees as that will cause issues for neighbors and there is an area where we may need to expand where we don't want to put any panels either. There still is a good amount of space in the area—on the ground and on rooftops—but we will have to reconfigure the layout to address these two issues. I am reluctant to ask our staff to reach out to a contractor to do this and am wondering if you can assist in advising us how to move forward. My thought was that we put out an rfp with stipulations as to where panels cannot be placed but before I ask staff to consider that option, I want to see what you advise.

Thanks.
Jason

Sent from my iPhone

On Sep 27, 2019, at 12:19 PM, Gardner, Clay <CLGARDNE@southernco.com> wrote:

Jason – I apologize. I thought I had sent it to you. It's 0.94% for 20 years.

From: Jason Buelterman <JBuelterman@cityoftybee.org>
Sent: Friday, September 27, 2019 11:49 AM
To: Gardner, Clay <CLGARDNE@SOUTHERNCO.COM>
Subject: Re: Tybee project status

EXTERNAL MAIL: Caution Opening Links or Files

Clay

Have you heard from Tracy about the interest rate?

Sent from my iPhone

On Sep 18, 2019, at 7:44 AM, Gardner, Clay
<CLGARDNE@southernco.com> wrote:

I know it should be in the 1-2% range
but I'll check with Tracy to see the exact
number and get back to you.

Get [Outlook for iOS \[aka.ms\]](#)

From: Jason Buelterman
<JBuelterman@cityoftybee.org>
Sent: Wednesday, September 18, 2019
7:11:27 AM
To: Gardner, Clay
<CLGARDNE@SOUTHERNCO.COM>
Subject: Re: Tybee project status

EXTERNAL MAIL: Caution Opening Links
or Files

Clay

do you know what the Interest-rate on
the loan will be?

Sent from my iPhone

On Sep 17, 2019, at 12:14 PM, Gardner,
Clay <CLGARDNE@southernco.com>
wrote:

Here's the bill savings
analysis we ran for the
150kW system we've
proposed with GEFA.
Over the life of the
system it looks to save
Tybee about \$875,000,
which an initial project
likely around \$300,000 -
\$350,000. Yearly

savings are also detailed. This is based on your usage for the past 12 months and detailed down to the hour with a PV solar system overlaid to project savings. It factors in a 2.9% Georgia Power escalation per year so if our rates increase faster, you'll save more.

From: Jason Buelterman
<JBuelterman@cityoftybee.org>
Sent: Tuesday, September 17, 2019 12:06 PM
To: Gardner, Clay
<CLGARDNE@SOUTHERNCO.COM>
Cc: Shawn Gillen
<sgillen@cityoftybee.org>
Subject: Re: Tybee project status

EXTERNAL MAIL:
Caution Opening Links
or Files

Thanks Clay. this is extremely helpful. If I can simply show that this makes financial sense for the city over the long term I think I can sell this to a majority of our council members. How could I get some type of spreadsheet showing the long-term cost savings to the citizens of Tybee?

Sent from my iPhone