



Board of County Commissioners Pre-Commission Meeting

June 18, 2024 | 4:00 PM

City Hall
700 Poplar Street
Macon, GA 31201

Mayor Lester M. Miller
Mayor Pro Tem Seth Clark
Commissioner Valerie Wynn
Commissioner Paul Bronson
Commissioner Elaine Lucas
Commissioner Mallory Jones
Commissioner Raymond Wilder
Commissioner Bill Howell
Commissioner Virgil Watkins
Commissioner Brendalyn Bailey

1. Call to Order

Mayor Lester M. Miller

2. Approval of Minutes

- a. Approval of the June 4, 2024 Pre Commission Minutes (Sponsored by: Lester M. Miller, Mayor)

3. Appointment to Authorities, Boards and Committees

- a. A Resolution Of The Macon-Bibb County Commission Reappointing Harold F. Speir To Post 4 Of The Construction Board Of Appeals; (Sponsored by: Lester M. Miller, Mayor)

4. Alcohol Beverage Licenses

- a. Tom's Food Mart located at 811 Pio Nono Avenue, Macon, GA

Upon review, legal recommends denial of this application. Business self-identifies as a food mart. However, upon inspection, business did not possess the fresh foods required to qualify as a food mart. Business is currently operating as a vice mart. (Sponsored by: Lester M. Miller, Mayor)

- b. Corner Grocery located at 2057 Walnut Street, Macon, GA

Upon review, legal recommends denial. Business self-identifies as a food

mart. However, upon inspection by Code Enforcement, business did not have the required fresh food to be considered a food mart. Business is currently operating as a vice mart. (Sponsored by: Lester M. Miller, Mayor)

- c. Sunday Enterprises LLC dba AP's Hidden Hideaway, 4274 Broadway, Macon, GA

Legal recommends approval (Sponsored by: Lester M. Miller, Mayor)

- d. Macon Breakfast LLC dba Toasted, 5437 Bowman Rd Ste 100, Macon, GA

Legal recommends approval (Sponsored by: Lester M. Miller, Mayor)

5. Bragg Jam Crawl

- a. A Resolution Of Macon-Bibb County Commission Authorizing Bragg Jam, Inc., A Nonprofit Organization, To Hold Its 2024 Concert Crawl In Downtown Macon, Georgia, On Saturday, July 27, 2024; To Permit Festival-Goers To Carry And Consume Alcoholic Beverages In And About The Designated Streets Of Downtown Macon Under Specified Conditions; To Require Bragg Jam, Inc. To Provide For And/Or Reimburse Macon-Bibb County For All Expenses Incurred For Security And Clean-Up; (Sponsored by: Lester M. Miller, Mayor)

6. Adoption of the FY25 Budget

- a. An Ordinance Of The Macon-Bibb County Commission To Adopt A Budget And Appropriate Sums For The Operation Of The Macon-Bibb County Government For Fiscal Year 2025; To Provide For Repeal Of Conflicting Ordinances; (Sponsored by: Lester M. Miller, Mayor)

7. Contracts

- a. A Resolution Of The Macon-Bibb County Commission Authorizing The Mayor To Execute A Lease Agreement With The State Properties Commission For The Lease Of 560 Oglethorpe Street On Behalf Of The Department Of Family And Children's Services, In The Amount Of \$119,636.13; (Sponsored by: Lester M. Miller, Mayor)
- b. A Resolution Of The Macon-Bibb County Commission Authorizing The Mayor To Execute A Professional Services Agreement With LLF Landscape Architecture Llc DBA Oak Haven Studio, In The Amount Of \$154,450.00, For The Provision Of Landscape And Architectural Design Services For The Linear Park Project, To Be Paid From The Grants Fund – Linear Park - Arpa – Contract Labor – Contractual Services Line Item; (Sponsored by: Lester M. Miller, Mayor)
- c. A Resolution Of The Macon-Bibb County Commission Authorizing The Mayor To Execute A Renewable Professional Services Agreement With Kroll Associates, Inc. In The Amount Of \$132,400.00 Per Year For The Provision Of Cybersecurity Services, To Be Paid From The Information Technology Budget – Contract Labor – Contractual Services Line Item; (Sponsored by: Lester M. Miller, Mayor)

8. Grants

- a. A Resolution Of The Macon-Bibb County Commission Authorizing The Acceptance Of A Supplemental Grant From The Georgia Emergency Management And Homeland Security Agency, In The Amount Of \$5,000.00, To Be Used By The Macon-Bibb County Emergency Management Agency To Purchase Laptops (Sponsored by: Lester M. Miller, Mayor)
- b. A Resolution Of The Macon-Bibb County Commission Authorizing The Acceptance Of A Council Of Accountability Courts Judges State Of Georgia Grant Award From The State Of Georgia Criminal Justice Coordinating Council For Fiscal Year 2025, In The Amount Of \$195,779.00, With Matching Funds In The Amount Of \$34,549.00, Payable In Kind As Existing Employee Salaries, Awarded To The Macon Judicial Circuit Mental Health Court Program; (Sponsored by: Lester M. Miller, Mayor)
- c. A Resolution Of The Macon-Bibb County Commission Authorizing The Acceptance Of A Council Of Accountability Courts Judges State Of Georgia Grant Award From The State Of Georgia Criminal Justice Coordinating Council For Fiscal Year 2025, In The Amount Of \$226,605.00, With Matching Funds In The Amount Of \$39,989.00, Payable In Kind As Existing Employee Salaries, Awarded To The Macon Judicial Circuit Adult Felony Drug Court Program; (Sponsored by: Lester M. Miller, Mayor)
- d. A Resolution Of The Macon-Bibb County Commission Authorizing The Acceptance Of A Council Of Accountability Courts Judges State Of Georgia Grant Award From The State Of Georgia Criminal Justice Coordinating Council For Fiscal Year 2025, In The Amount Of \$125,158.00, With Matching Funds In The Amount Of \$22,087.00 Payable In Kind As Existing Employee Salaries, Awarded To The Macon Judicial Circuit Veterans Court Program; (Sponsored by: Lester M. Miller, Mayor)
- e. A Resolution Of The Macon-Bibb County Commission Authorizing The Acceptance Of A Council Of Accountability Courts Judges State Of Georgia Grant Award From The State Of Georgia Criminal Justice Coordinating Council For Fiscal Year 2025, In The Amount Of \$130,692.00, With Matching Funds In The Amount Of \$23,063.00 Payable In Kind As Existing Employee Salaries, Awarded To The Macon Judicial Circuit Family Treatment Court Program; (Sponsored by: Lester M. Miller, Mayor)

9. Real Property

- a. A Resolution Of The Macon-Bibb County Commission To Authorizing The Mayor To Close And Abandon That Remaining Portion Of The Right-Of-Way Of Telfair Street Lane, Lying Between Ash Street And Elm Street And To Remove Such Path From The Official Road Map Of Macon-Bibb County; (Sponsored by: Lester M. Miller, Mayor)
- b. A Resolution Of The Macon-Bibb County Commission Authorizing The Mayor To Execute A Quitclaim Deed For The Sale Of The Remaining Portion Of The Former Right Of Way Of Telfair Street Lane, Totaling 2000 Square Feet, More Or Less, For Its Approximate Fair Market Value Of \$ 4204.00, To Michael & Rose Bryant; (Sponsored by: Lester M. Miller, Mayor)

- c. A Resolution Of The Macon-Bibb County Commission Authorizing The Mayor To Abandon A Portion Of Unopened Right Of-Way Running Between Violet Street And Jessamine Street And To Remove Such Path For The Official Road Map Of Macon-Bibb County; And For Other Lawful Purposes. (Sponsored by: Lester M. Miller, Mayor)
- d. A Resolution Of The Macon-Bibb County Commission Authorizing The Mayor To Execute A Quitclaim Deed For The Sale Of Property Totaling 0.14 Acres, More Or Less Located At 1026 Violet Street And Abutting Former Alleyway, For Its Calculated Fair Market Value Of \$2,947.00, To Redd's Catering And More, Llc.; (Sponsored by: Lester M. Miller, Mayor)
- e. A Resolution Of The Macon-Bibb County Commission Authorizing The Mayor To Close And Abandon A Portion Of Right-Of-Way Adjacent To 142 Hill Street And To Remove Such Path From The Official Road Map Of Macon-Bibb County; And For Other Lawful Purposes. (Sponsored by: Lester M. Miller, Mayor)
- f. A Resolution Of The Macon-Bibb County Commission Authorizing The Mayor To Execute A Quitclaim Deed For The Sale Of Former Right Of Way Adjacent To 142 Hill Street, Totaling 1400 Square Feet, More Or Less, For Its Approximate Fair Market Value Of \$1400.00, To Michael & Rose Bryant; (Sponsored by: Lester M. Miller, Mayor)

10. Executive Session

Consultation with the county attorney or other legal counsel to discuss pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against Macon-Bibb County or any officer or employee or in which the county or any officer or employee may be directly involved as provided in O.C.G.A. § 50-14-2(1); Entering into an option to purchase, dispose of, or lease property as provided in O.C.G.A. § 50-14-3(b)(1)(E); and Discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a county officer or employee as provided in O.C.G.A. § 50-14-3(b)(2);

**MINUTES OF THE
MACON-BIBB PRE-COMMISSION MEETING MEETING
June 4, 2024 – 5:30 PM
City Hall
(Commission Chamber)**

The Pre-Commission Meeting of the Macon-Bibb County Commission was held on June 4, 2024 at 5:30 PM in the Commission Chamber at the Government Center.

COMMISSION MEMBERS PRESENT

Mayor Lester M. Miller
Mayor Pro Tem Seth Clark
Commissioner Elaine Lucas
Commissioner Mallory Jones
Commissioner Bill Howell
Commissioner Virgil Watkins
Commissioner Brendalyn Bailey

COMMISSIONER MEMBERS ABSENT:

Commissioner Paul Bronson
Commissioner Raymond Wilder

STAFF PRESENT

Duke Groover, Interim County Attorney
Janice Ross, Clerk of Commission
Keith Moffett, County Manager
Julie Moore, Assistant County Manager
Alex Morrison, Dir. Planning & Public Spaces
Michael McNeill, Chief Asst Co. Attorney
Sara Davis, Sr. Asst. Co. Attorney
Frank Howard, Asst. Co. Attorney
Chris Floore, Communications
Olivia Waters, Communications

GUESTS PRESENT:

Stephen Adams, Exec. Dir, Macon-Bibb County Industrial Authority
Kevin Brown, Attorney, Macon-Bibb County Industrial Authority

1. Call to Order

Mayor Lester M. Miller

2. Approval of Minutes

- a. Approval of the May 7, 2024 Pre Commission Minutes (Sponsored by:)

On motion of Mayor Pro Tem Clark, seconded by Commissioner Wynn and carried unanimously, the minutes of May 7, 2024 Pre Commission Meeting were approved.

3. New Alcohol Beverage Licenses

- a. Exxon Food Mart located at 3170 Millerfield Road, Macon, GA (Sponsored by: Lester M. Miller, Mayor)

On motion of Mayor Pro Tem Clark, seconded by Commissioner Wynn and carried unanimously, the New Alcohol Beverage License for Exxon Food Mart located at 3170 Millerfield Road, Macon, GA was approved.

- b. Simmaz 2024LLC d.b.a. Simmaz located at 2700 Riverside Drive, Macon, GA (Sponsored by: Lester M. Miller, Mayor)

On motion of Mayor Miller, seconded by Commissioner Jones and carried unanimously, the New Alcohol Beverage License for Simmaz 2024LLC d.b.a. Simmaz located at 2700 Riverside Drive, Macon, GA was approved.

- c. Busy Corner located at 885 MLK Blvd, Macon, Ga (Sponsored by: Lester M. Miller, Mayor)

On motion of Mayor Pro Tem Clark, seconded by Commissioner Wynn and carried unanimously, the New Alcohol Beverage License for Busy Corner located at 885 MLK Blvd, Macon, Ga was denied based on the Commission's denial on May 7, 2024 for failure to submit a completed application (no lease demonstrating right to possession from owner of records and no Certificate of Good Standing from property owner of record. Applicant did not appeal denial.

4. Contracts and Purchase Orders

- a. A Resolution Of The Macon-Bibb County Commission Authorizing The Issuance Of A Purchase Order In The Amount Of \$164,860.44 To Fisher Scientific Company, LLC For The Purchase Of SCBA Equipment For The Fire Department, To Be Paid From The SPLOST 2018 Fund –Public Safety – Fire Upgrade – Machinery & Equipment Line Item (Sponsored by: Lester M. Miller, Mayor)

On motion of Commissioner Wynn, seconded by Commissioner Howell and carried unanimously, the Resolution Of The Macon-Bibb County Commission Authorizing The Issuance Of A Purchase Order In The Amount Of \$164,860.44 To Fisher Scientific Company, LLC For The Purchase Of SCBA Equipment For The Fire Department, To Be Paid From The SPLOST 2018 Fund –Public Safety – Fire Upgrade – Machinery & Equipment Line Item was approved.

- b. A Resolution Of The Macon-Bibb County Commission Authorizing The Mayor To Approve A Demolition And Site Rehabilitation Contract With Chris R. Sheridan & Co. d.b.a. Sheridan Construction, In The Amount Of \$295,787.00, For Demolition Of The FBO At The Middle Georgia Regional Airport, To Be Paid From The Airport Fund; (Sponsored by: Lester M.

Miller, Mayor)

On motion of Commissioner Howell, seconded by Commissioner Jones and carried unanimously, the Resolution Of The Macon-Bibb County Commission Authorizing The Mayor To Approve A Demolition And Site Rehabilitation Contract With Chris R. Sheridan & Co. d.b.a. Sheridan Construction, In The Amount Of \$295,787.00, For Demolition Of The FBO At The Middle Georgia Regional Airport, To Be Paid From The Airport Fund was approved.

- c. A Resolution Of The Macon-Bibb County Commission Authorizing The Issuance Of A Purchase Order In The Amount Of \$174,210.97 To Shi International Corp. For The Purchase Of Managed Arcgis Cloud Services For The IT Department, To Be Paid From The General Fund – Information Technology – IT-GIS – Professional Services – Consulting Fees Line Item (Sponsored by: Lester M. Miller, Mayor)

On motion of Mayor Miller, seconded by Commissioner Lucas and carried unanimously, the Resolution Of The Macon-Bibb County Commission Authorizing The Issuance Of A Purchase Order In The Amount Of \$174,210.97 To Shi International Corp. For The Purchase Of Managed ARCGIS Cloud Services For The IT Department, To Be Paid From The General Fund – Information Technology – IT-GIS – Professional Services – Consulting Fees Line Item was approved.

- d. A Resolution Of The Macon-Bibb County Commission Authorizing Macon-Bibb County To Enter Into An Intergovernmental Ground Lease Agreement With The Macon-Bibb County Industrial Authority For The Purpose Of Renewing That Lease Relating To The Embraer Hangar At The Middle Georgia Regional Airport; (Sponsored by: Lester M. Miller, Mayor)

On motion of Commissioner Howell, seconded by Commissioner Lucas and carried unanimously, the Resolution Of The Macon-Bibb County Commission Authorizing Macon-Bibb County To Enter Into An Intergovernmental Ground Lease Agreement With The Macon-Bibb County Industrial Authority For The Purpose Of Renewing That Lease Relating To The Embraer Hangar At The Middle Georgia Regional Airport was approved.

5. Additions or Changes to the Macon-Bibb County Code

- a. An Ordinance Of The Macon-Bibb County Commission To Amend Various Sections Of Chapter 22 Of The Macon-Bibb County Code Of Ordinances So As To Decrease The Burden Upon Disabled Persons To Maintain Their Fee Exemption For Residential Solid Waste Services (Sponsored by: Bill Howell, Commissioner)

On motion of Commissioner Howell, seconded by Commissioner

Jones and carried unanimously, the Ordinance Of The Macon-Bibb County Commission To Amend Various Sections Of Chapter 22 Of The Macon-Bibb County Code Of Ordinances So As To Decrease The Burden Upon Disabled Persons To Maintain Their Fee Exemption For Residential Solid Waste Services was approved.

6. Supplemental Appropriation

- a. An Ordinance Of The Macon-Bibb County Commission To Authorize A Supplemental Appropriation In The Amount Of \$300,000.00 From General Fund – Fund Balance To The Coliseum & Auditorium Fund For The Purpose Of Funding Coliseum And Convention Center Roof Repairs; (Sponsored by: Lester M. Miller, Mayor)

On motion of Mayor Miller, seconded by Commissioner Wynn and carried unanimously, the Ordinance Of The Macon-Bibb County Commission To Authorize A Supplemental Appropriation In The Amount Of \$300,000.00 From General Fund – Fund Balance To The Coliseum & Auditorium Fund For The Purpose Of Funding Coliseum And Convention Center Roof Repairs was approved.

7. Grants

- a. A Resolution Of The Macon-Bibb County Commission Authorizing Acceptance Of A Roadside Enhancement And Beautification Council Grant From The Georgia Department Of Transportation, In The Amount Of \$47,843.46, For The Beautification Of The Highway 247 And Avondale Mill Road Interchange (Sponsored by: Lester M. Miller, Mayor)

On motion of Commissioner Bailey, seconded by Commissioner Jones and carried unanimously, the Resolution Of The Macon-Bibb County Commission Authorizing Acceptance Of A Roadside Enhancement And Beautification Council Grant From The Georgia Department Of Transportation, In The Amount Of \$47,843.46, For The Beautification Of The Highway 247 And Avondale Mill Road Interchange was approved.

- b. An Ordinance Of The Macon-Bibb County Commission Authorizing The Mayor To Accept A 2024 Local Maintenance And Improvement Supplemental Grant (“LMIG Supplemental”) In The Amount Of \$2,908,642.50, With No Local Match; Identifying The List Of Road Projects To Be Funded Thereby; And Appropriating Such Grant Funds To The Completion Of Such Road Projects (Sponsored by: Lester M. Miller, Mayor)

On motion of Commissioner Jones, seconded by None and carried unanimously, the Ordinance Of The Macon-Bibb County Commission Authorizing The Mayor To Accept A 2024 Local Maintenance And

Improvement Supplemental Grant ("LMIG Supplemental") In The Amount Of \$2,908,642.50, With No Local Match; Identifying The List Of Road Projects To Be Funded Thereby; And Appropriating Such Grant Funds To The Completion Of Such Road Projects was approved.

8. Motion to Add Item to the Agenda

On motion of Mayor Miller, seconded by Commissioner Jones and carried unanimously, the following item was added to the agenda

- a. A Resolution Of The Macon-Bibb County Commission Authorizing Continued Investments In The Georgia Fund 1 Program Of The State Of Georgia Office Of The State Treasurer, And Designating County Representatives For The Purpose Of Managing And Viewing Fund Information; (Sponsored by:)

On motion of Commissioner Wynn, seconded by Commissioner Lucas and carried unanimously, the Resolution Of The Macon-Bibb County Commission Authorizing Continued Investments In The Georgia Fund 1 Program Of The State Of Georgia Office Of The State Treasurer, And Designating County Representatives For The Purpose Of Managing And Viewing Fund Information was approved.

9. Executive Session

Consultation with the county attorney or other legal counsel to discuss pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against Macon-Bibb County or any officer or employee or in which the county or any officer or employee may be directly involved as provided in O.C.G.A. § 50-14-2(1); Entering into an option to purchase, dispose of, or lease property as provided in O.C.G.A. § 50-14-3(b)(1)(E); and Discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a county officer or employee as provided in O.C.G.A. § 50-14-3(b)(2);

Respectfully Submitted:

Janice S. Ross
Clerk of the Commission



LEGISLATIVE SPONSORS

- | | |
|---|--|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION REAPPOINTING HAROLD F. SPEIR TO POST 4 OF THE CONSTRUCTION BOARD OF APPEALS; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, pursuant to Section 6-117 of the Macon-Bibb County Code of Ordinances, the Construction Board of Appeals shall consist of five (5) active members and two (2) alternate members; and

WHEREAS, pursuant to Section 6-119 of the Macon-Bibb County Code of Ordinances, all members of the Board shall be appointed by the Mayor, subject to the approval of the Macon-Bibb County Commission; and

WHEREAS, pursuant to Section 6-117 of the Macon-Bibb Code of Ordinances, the initial membership of the Board is composed, and members of the Board shall be assigned to designated Posts; and

WHEREAS, pursuant to Section 6-117 of the Macon-Bibb Code of Ordinances, after the expiration of the initial term for each Post, each successive term shall be for a period of five (5) years, and shall run from the expiration date of the prior term; and

WHEREAS, notwithstanding the expiration date provided herein, members of the Board may continue to occupy their Posts until a successor has been appointed; and

WHEREAS, Harold F. Speir has been recommended for reappointment to the Construction Board of Appeals to continue serving at Post 4; and

WHEREAS, Harold F. Speir initial term expired December 31, 2023; and

WHEREAS, Harold F. Speir has over thirty years of experience as an electrical contractor, including over twenty years in responsible charge of work and otherwise meets all rules,

regulations and requirements necessary for reappointment to serve as a member for Post 4 of the Construction Board of Appeals; and

WHEREAS, the Macon-Bibb County Commission finds that this resolution is necessary and proper to promote or protect the safety, health, peace, security, and general welfare of Macon-Bibb County and its inhabitants.

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same that Harold F. Speir is hereby reappointed to continue serving at Post 4 of the Construction Board of Appeals with said term to begin effective date of this Resolution, with Harold F. Speir term expiring December 31, 2028.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED that in the event scrivener's errors shall be discovered in this Resolution or in the Exhibits hereto after the adoption hereof, the Macon-Bibb County Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission grants the Mayor the authority to take any and all further actions necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as specifically provided herein, any and all ordinances or resolutions or parts of ordinances or resolutions in conflict with this Resolution shall be and the same hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED that in the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or upon its adoption into law without such approval.

APPROVED AND ADOPTED this ____ day of _____, 2024.

By: _____

LESTER M. MILLER, Mayor

Attest: _____

(SEAL)

JANICE S. ROSS, Clerk of Commission

Q:\RES MACON-BIBB\2024 Miller Reappointing Harold F. Speir To The Construction Board Of Appeals.Docx



Tax Commissioner's Office
188 Third Street, Macon, Georgia 31201
Mail to: Tax Commissioner's Office
PO Box 4503
Macon, GA 31208-4503

License Fees are Prorated by Month that Completed Application is Submitted

LICENSE FEES (Check All That Apply)

☐ *Distilled Spirits Packaged to Go	\$2,900	☒ *Malt Packaged to Go	\$800	☐ Wine Packaged to Go	\$700
☐ *Distilled Spirits C.O.P.	\$2,900	☐ *Malt C.O.P.	\$800	☐ Wine *C.O.P.	\$700
☐ *Distilled Spirits Wholesaler	\$3,600	☐ *Malt Wholesaler	\$1,000	☐ Wine Wholesaler	\$800
☐ *Distilled Spirits Manufacturers	\$4,300	☐ *Malt Manufacturer	\$2,500	☐ Wine Manufacturer	\$1,700
☐ Brewpub	\$2,500	☐ Out-of-Town Wholesaler	\$100	☐ Brown Bag	\$0
☐ Alcohol Beverage Caterer	\$600	☒ Temporary Alcohol License	\$100		
☐ Please check here if you are applying for a Business Continuation License. Business Continuation License is 25% of applicable fees					
*Distilled Spirits (Liquor)		*Malt (Beer)		*C.O.P. (Consumed on Premise)	

A BUSINESS LICENSE IS REQUIRED BEFORE AN ALCOHOL LICENSE MAY BE ISSUED.

\$_____ Alcohol License Fees + \$400 Application Fee = \$_____

Agent Information

1. Agent/Owner(s) must complete and sign the Name-Based Criminal History Record Information Consent Form.
2. Provide an Unexpired Identification Card issued by Any U.S. State or United States government, bearing a current photograph of the applicant.
3. Agent/Owner(s) Must be Fingerprinted once application & fees are completed and paid unless such individuals currently hold one or more categories of alcohol license(s) in goodstanding.
4. Proof of Alcohol Handler's Permit from Agent and Owners.
5. Complete (S.A.V.E.) Systematic Alien Verification for Entitlements O.C.G.A. § 50-36-1 (e) (2) Affidavit.

Location/Business Information

6. Affidavit of Intent to Sale Alcohol from the Macon Telegraph Newspaper.
7. If any business entity other than Sole Ownership...Must submit a copy of the GA Secretary of State's Business information Record.
8. If NON-PROFIT entity...Proof of Non-Profit Status.
9. Planning and Zoning Compliance Form.
10. Original Affidavit from the Macon-Bibb County Engineer's Department.
11. A legal description (Lease/Deed/etc.) of the property upon which premises are located.

Business Continuation

12. Please provide a list of the current, valid licenses issued to the named business; A record showing that all business license fees owed on the existing business have been fully paid, or a receipt showing payment thereof.
13. A statement, signed by the applicant, swearing, or affirming that the applicant has recently purchased the named business, or has a bona fide expectation of purchasing the named business soon; and
14. A record showing that all property taxes to date owned on the property have been fully paid, or a receipt showing payment thereof.

Name-Based Criminal History Record Information Consent/Inquiry Form

I hereby give consent for the Bibb County Sheriff's Office to conduct an inquiry and receive any Georgia criminal history record information pertaining to me, which may be contained in the files of any state or local criminal justice agency in Georgia.

Full Name (print):	Gerald Andrew Easterling		
Home Address:	116 W Mary Street, Dublin, GA 31021		
Sex	Race	Date of Birth	Social Security Number
M	Black		



This authorization is valid for 90/180/____ (circle one) days from date of signature.



I, _____, give consent to the above name to perform periodic criminal history background checks for the duration of my employment with this company.

Gerald Easterling
Signature

4-4-24

Date

*****Include a copy of your valid State/Government issued identification*****

Date of Inquiry: _____ Time of Inquiry: _____ Operator's Initials: _____

Purpose Code used: (check one)

☐	Employment (E) – Provides <i>Georgia</i> Criminal History Record Information
☐	Employment with Mentally Disabled (M) – Provides <i>Georgia</i> Criminal History Record Information
☐	Employment with Elder Care (N) - Provides <i>Georgia</i> Criminal History Record Information
☐	Employment with Children (W) - Provides <i>Georgia</i> Criminal History Record Information
☐	Public Records (P) – Provides <i>Georgia Felony Convictions</i> Only

The inquiry resulted in the following: (check all that apply)

☐	No Georgia CHRI results available.
☐	Georgia CHRI attached/released

☐	No NCIC/GCIC Warrant results available.
☐	Possible NCIC/GCIC Warrant. Contact Agency listed below.
Wanting Agency Name:	
Agency Telephone:	

Agency Designee Signature and Title

Date

MACON-BIBB COUNTY, GEORGIA
(S.A.V.E.) SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS
O.C.G.A. § 50-36-1 (e) (2) Affidavit

By executing this affidavit under oath, as an applicant for a Macon-Bibb County, Georgia, Occupation Tax Certificate, Alcohol License, or other public benefit as referenced in O.C.G.A. § 50-36-1; the undersigned applicant verifies one of the following with respect to my application for a public benefit:

- 1) ☒ I am a United States citizen 18 years of age or older. Please submit a copy of your current Secure and Verifiable Document(s) such as driver's license, passport, or document as indicated on the attached list.
- 2) ☐ I am not a United States citizen, but I am a legal permanent resident of the United States 18 years of age or older, or I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older with an alien number issued by the Department of Homeland Security or other federal immigration agency. Please submit a copy of your current immigration document(s) which includes either your Alien number or your I-94 number and, if needed, SEVIS number.

Please check only one option above and submit the required documents with your application. Please note that the failure to do so will result in a processing delay.

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

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

Business Name: Toms Food Mart (IMS Groceries LLC)

Printed Name of Applicant: Gerald A Easterling

*Signature of Applicant: Gerald Easterling

SUBSCRIBED AND SWORN BEFORE ME ON

THIS 04 DAY OF April, 2024

Jasmine Barner
 NOTARY PUBLIC

03.11.2025
 MY COMMISSION EXPIRES



MEASUREMENT FORM

**Retail Sales of Wine and Malt Beverages
Packaged to Go
Macon-Bibb County Code, Chapter 4, Article V, Sec. 4-122**

APPLICANT: GERALD A EASTERLING
PROPOSED LICENSE: BEER AND WINE PACKAGED TO GO
BUSINESS LOCATION: 811 PIO NONO AVE.
BUSINESS NAME: TOMS FOOD MART (IMS GROCERIES LLC)

To Be Completed by County Engineer

1. Nearest corner of the building housing the place of business to nearest corner of a school ground, school building, college campus, an alcoholic treatment center, a public library or branch thereof, or a Macon-Bibb County Housing Property measured and found to be more than 300 ft.
☒ X Comply ☐ Does not Comply
2. An alcoholic beverage license has been previously issued for this location, so the license may be continued to be issued or renewed for the same location despite a nearby property use which does not meet the distance requirements.
☐ Comply ☐ Not Applicable ☒ X Unknown
3. This grocery store is exempt from the restriction on sale of wine and malt beverages to go within 300 ft. of a college campus.
☐ Comply ☐ Complies , but does not comply with other restrictions
☒ X Not Applicable

By: F. Charles Brooks
F. Charles Brooks, Macon-Bibb County Engineer
Date: 4-11-2024

It is respectfully requested that forms be returned no later than Friday of each week for use by the County Commissioner's Office.

RETAIL SALES of BEER and WINE

Package Sale to Go & consumption on premises.

OR

Package Sale to Go (Convenience Store)

300' from business building corner to nearest corner of school ground, school building, college campus, alcoholic treatment center, public library, Macon-Bibb County Housing Authority unit, church or church grounds or Macon-Bibb County recreation area.

If applying location is identified as a "Small Box Retail Store, Small Box Discount Store or Vice mart", it must be 2500' from other similarly classified stores.

(Revised 8-23-2023) PJH

700'	_____	Tom's Food Mart (IMS Groceries LLC) #811 Pio Nono Ave. (address on building) (#2606 Suwanee Ave = parcel address) SCHOOL GROUND property line
900'	_____	Miller Middle School SCHOOL BUILDING
4,050'	_____	Miller Middle School COLLEGE CAMPUS property line
12,050'	_____	Mercer University - main campus ALCOHOLIC TREATMENT CENTER building
7,250'	_____	River Edge - Emory Hwy. PUBLIC LIBRARY or BRANCH building
4,050'	_____	Washington Memorial MACON-BIBB COUNTY HOUSING AUTHORITY property
490'	_____	Vineville Senior Living CHURCH (building)
390'	_____	Global Church CHURCH GROUNDS
4,050'	_____	Global Church M-B COUNTY RECREATION CENTER property
N/A	_____	Frank Johnson Recreation Center Vice Mart - Small Box Retail Store - Small Box Discount store (2500') Applicant self-identifies as a: "Food Mart"

✓ J.C.B.
OK!
Paul J. Hornowski
April 10, 2024



The Beaufort Gazette
The Belleville News-Democrat
Bellingham Herald
Centre Daily Times
Sun Herald
Idaho Statesman
Bradenton Herald
The Charlotte Observer
The State
Ledger-Enquirer

Durham | The Herald-Sun
Fort Worth Star-Telegram
The Fresno Bee
The Island Packet
The Kansas City Star
Lexington Herald-Leader
The Telegraph - Macon
Merced Sun-Star
Miami Herald
El Nuevo Herald

The Modesto Bee
The Sun News - Myrtle Beach
Raleigh News & Observer
Rock Hill | The Herald
The Sacramento Bee
San Luis Obispo Tribune
Tacoma | The News Tribune
Tri-City Herald
The Wichita Eagle
The Olympian

AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Amount	Cols	Depth
106378	535458	Print Legal Ad-IPL01660370 - IPL0166037	Toms Food mart (IMS GR	\$46.36	1	28 L

Attention: AMS 2021

Convenient store
302 highway 49
Byron, GA 31008

mryfatima@gmail.com

GEORGIA, BIBB COUNTY

NOTICE OF INTENT TO FILE REQUEST
FOR BEER/WINE Package to go

Pursuant to the ordinance adopted by the Macon-Bibb County Commission, dated December 4, 2018, as now or hereafter amended, notice is hereby given that on or after the April 3, 2024, the undersigned will apply to said Macon-Bibb County Commission for the above-described license(s) at an establishment known as Toms Food mart (IMS GROCERIES LLC) , 811 Pio Nono Ave, Macon GA 31204. The public is invited to comment on the proposed license by submitting comments in writing to Macon-Bibb County Tax Commissioner's Office. Attn: Alcohol License Comments, 188 Third Street, Macon, GA 31201 within fourteen days of the date shown below.

This March 27, 2024. maryam fatema,
Applicant
IPL0166037
Mar 27, Apr 3 2024

To Whom It May Concern:

This is to certify the legal advertisement in the above stated case was published in The Telegraph legal section on:

2 insertion(s) published on:

03/27/24, 04/03/24

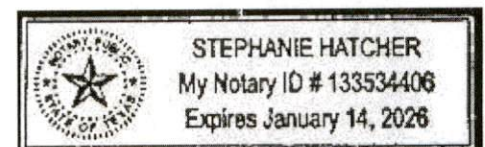
By placing your legal organ advertisement with this newspaper, you agree that your sole remedy if the newspaper should make a mistake in the text or the timing of publication of your advertisement is a refund of the cost you paid for the advertisement or re-advertisement at no additional cost to you.

Willmenta Serrano

Sworn to and subscribed before me this 3rd day of April in the year of 2024

Stephanie Hatcher

Notary Public in and for the state of Texas, residing in Dallas County



Extra charge for lost or duplicate affidavits.
Legal document please do not destroy!



MACON-BIBB COUNTY
Planning & Zoning

Macon-Bibb Planning & Zoning Commission
Terminal Station | 200 Cherry Street, Suite 301
Macon, Georgia 31201 | MBPZ.org

Zoning Compliance

PERMIT NO: 2020-0606	PERMIT TYPE: Permitted Use	DATE OF ISSUE: 06/16/2020
ISSUED TO NAME:	Gerald Easterling IMS Groceries LLC DBA Tom's Food Mart	
OWNER'S NAME:	PATEL JUGAL I	
PROPOSED USE:	Change of Ownership C-Store w/ alcohol P-T-G	
ADDRESS OF PROPOSED USE:	2606 SUWANEE AVE AKA 811 Pio Nono Ave	
NEW CONSTRUCTION:	No	
MAP/PARCEL:	O074-0179	ZONING DISTRICT: HC

PERMIT ISSUED SUBJECT TO THE FOLLOWING CONDITIONS

Change of Ownership--C-Store w/ alcohol P-T-G---No outside storage, sales, or display authorized. No signage authorized by this permit. Signage shall require a separate Zoning permit. Subject to requirements of Business Development Services. Subject to all applicable local, state, and federal regulations.

NOTE: IF CONSTRUCTION OR USE HAS NOT BEGUN BY 12/16/2020 , THIS PERMIT IS NULL & VOID

APPROVED BY: Ethan Tonn

NOTICE

This permit is issued subject to the rules and regulations of the Macon-Bibb County Health Department, Macon-Bibb Business Development Services, and any other governmental agency whose regulations may be applicable. Care should be given to comply with any deed restrictions applicable to the above referenced property as the Macon-Bibb Planning and Zoning Commission does not authorize the violation thereof, nor can it be held responsible for said violation. The Macon-Bibb Planning and Zoning Commission assumes no responsibility for correct location of property lines. It is the responsibility of the applicant to insure proper placement of any structure on the premises. All construction or use relating to this permit must strictly comply with site plans submitted to the Macon-Bibb Planning and Zoning Commission and on file in its office.



GEORGIA CORPORATIONS DIVISION

GEORGIA SECRETARY OF STATE
BRAD RAFFENSPERGER

[HOME \(/\)](#)

BUSINESS SEARCH

BUSINESS INFORMATION

Business Name:	IMS GROCERIES LLC	Control Number:	20063345
Business Type:	Domestic Limited Liability Company	Business Status:	Active/Compliance
NAICS Code:	Retail Trade	NAICS Sub Code:	Gasoline Stations with Convenience Stores
Principal Office Address:	811 PIO NON AVE, MACON, GA, 31204, USA	Date of Formation / Registration Date:	5/4/2020
State of Formation:	Georgia	Last Annual Registration Year:	2024

REGISTERED AGENT INFORMATION

Registered Agent Name: **GERALD A EASTERLING**
Physical Address: **116 W MARY ST., DUBLIN, GA, 31021, USA**
County: **Laurens**

[Back](#)

[Filing History](#)

[Name History](#)

[Return to Business Search](#)

Office of the Georgia Secretary of State Attn: 2 MLK, Jr. Dr. Suite 313, Floyd West Tower Atlanta, GA 30334-1530,
Phone: (404) 656-2817 Toll-free: (844) 753-7825, WEBSITE: <https://sos.ga.gov/>

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[Report a Problem?](#)

Ownership Disclosure Form

A separate copy of this form must be completed for each individual who has a disclosable interest in the business.

Business:

Trade Name: Toms Food Mart Name of Corporation: IMS Groceries LLC

If publicly traded, Stock Symbol and Name of one Listing Exchange: _____

Individual:

Name and Title: Gerald A Easterling Telephone Number: _____

Date of Birth: _____ Social Security Number: _____

Residential Street Address: 116 W Mary St, Dublin, GA 31021

P.O. Box Not Allowed (City State Zip)

Mailing Address: 116 W Mary St, Dublin, GA 31021
(City State Zip)

Type of Entity and Business Interest:

Please check appropriate description and complete as required.

- ☐ Sole Proprietorship
- ☐ General Partnership
- ☐ General Partner holding _____ % of all outstanding partnership interests.
- ☐ Limited Partnership (LP)
- ☐ General Partner holding _____ % of all outstanding general partnership interests.
- ☐ Limited Partner holding _____ % of all outstanding general partnership interests.
- ☐ Limited Liability Partnership (LLP)
- ☐ General Partner holding _____ % of all outstanding general partnership interests.
- ☐ Limited Liability Limited Partnership (LLLLP)
- ☐ General Partner holding _____ % of all outstanding general partnership interests.
- ☐ Limited Partner holding _____ % of all outstanding general partnership interests.
- ☒ Limited Liability Company (LLC)
- ☐ Managing Member, Total number of Managing Member: 1
- ☐ Member holdings 100 % of all outstanding membership interests.
- ☐ Privately Held Corp./Company
- ☐ Corporate Officer: Yes ☐ No ☐
- ☐ Other
- ☐ Other person exercising operational authority over the entity: _____



Tax Commissioner's Office
188 Third Street, Macon, Georgia 31201
Mail to: Tax Commissioner's Office
PO Box 4503
Macon, GA 31208-4503

Alcohol Handler's Beverage License Application Renewal

APPLICANT

First Name: Gerald Last Name: Easterling
Home Address: 874 hoppersucisue Rd City: Dublin State: GA Zip: 31021
Home Phone #: [REDACTED] Email: gfasterling.aniac@gmail.com
Date of Birth: [REDACTED] Social Security Number: [REDACTED]
Mailing Address: 874 hoppersucisue Rd City: Dublin State: GA Zip: 31021

- ☒ A certificate showing completion of an Alcohol Handler's training course taken within the last three years.
- ☐ You must complete the following only if you are NOT a United States Citizen:
(S.A.V.E) Systematic Alien Verification For Entitlements affidavit, and provide a copy of:
(SYD) Secure and Verifiable Document (see list attached)
- ☐ A current Color (passport size) photographs of applicant.
- ☐ \$25 cash, money order, cashier's check, or personal check payable to Macon-Bibb County Tax Commissioner

CERTIFICATION

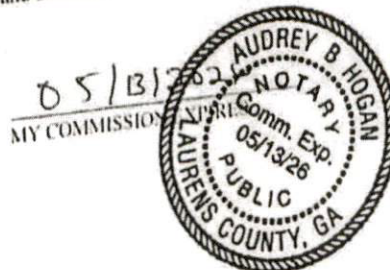
I certify that the information disclosed in this application is true and correct, and I agree to abide by, observe, and conduct business according to the rules and regulations prescribed by Macon-Bibb County, the acts of the Georgia General Assembly, and the State Department of Revenue.

Gerald Easterling
Applicant's Signature

Nov-7-23
Date

I hereby certify that Gerald Easterling signed his/her name to the forgoing statement after stating to me under oath administered by me, that all statements and answers are true and correct.

This 2 day of November, 2023
Audrey B. Hogan
NOTARY PUBLIC





Cheers Entertainment Services Bar Training

CERTIFICATE OF COMPLETION

Awarded To

GERALD EASTERLING

Course Completion

RENEW MACON-BIBB ALCOHOL HANDLER'S PERMIT COURSE

Date: 2022-11-11

Serial No.

cert_6w4cm97f





Gerald Easterling



AH001118

ALCOHOL HANDLER

EXP: 12/31/2024

STATE OF GEORGIA
COUNTY OF BIBB

1st August 2020

Management Agreement Lease

This Management Agreement ("Agreement") made and entered into as of this 1st day of August by and between

("Owner" And Master Lessee) Ihsan Ullah and Gerald A Easterling
("Manager") for the store located at 811 Pio Nono Ave, Macon Georgia 31204
("Premises") and more particularly known as TOMS FOOD MART ("Business").

The owner and manager agreed that for the period of 24 Months Manager will run the store on this agreement operate the said business with full responsibilities as owner, pay all the taxes on time, and abide with all the rules and regulations of County and State.

In addition, Owner (Manager) will pay \$ 5000 as a Rent to the Landlord which will be due on or before the fifth (5th) of every month.

Business is being sold on inventory based for 20,000\$. There will not be any more dollar amount due after the full payment by buyer.

At the end of Agreement or anytime earlier as mutually agreed, Owner (Manager) will hand over the inventory to the Owner and clear all his obligations including, but not limited to.

At the end of the initial months, this Agreement will be extended for another 24 months at the sole decision of the owner with different terms and conditions agreed by both parties.

Duties of Owner (Manager): Owner (Manager) agrees to take over all the responsibilities of order for the operation and management of the business and to maintain the goodwill and profitability of the business and to preserve the equipment, fixtures, premises, contract rights and other properties of the business, including, but not limited to, the proper performance of the following duties:

- a) Maintenance of the inventory and supplies of the business at proper levels and in good order and condition.
- b) Payment of all bills and debts of the business and collection of all accounts due to the business.
- c) Maintenance of adequate insurance on the business and its properties, including payment of all premiums, therefore.
- d) Routine maintenance, repair, and replacement of the fixtures and equipment of the business.
- e) Owner (Manager) shall be responsible for filing and paying Federal and State Income Taxes with respect to the profits of the Business and shall be entitled to all deduction with respect thereto. Owner (Manager) shall be responsible for filing all returns and paying all Sales Taxes, Employment Taxes, License taxes and other Taxes with respect to the operation of the business as part of the cost of operation by the Owner (Manager). To the extent that any tax or license fee payable with

respect to a period which overlaps the beginning or the end of this Agreement, such tax shall be prorated between the parties.

- f) Owner (Manager) shall strictly observe and shall ensure that all employees of the business observe, all applicable laws and regulation pertaining to the operation of the Business including but not limited to, laws and regulation pertaining to alcoholic beverage sales, food stamps transactions and Department of Health and Agriculture regulations.

I hereby declare that full amount of 20,000\$ is being paid by Gerald A Easterling to the seller Ihsan Ullah. And there is no more amount due after wards.

OWNER

Ihsan Ullah

Signature

Ihsan Ullah

Witness

P/O

Lessee

Gerald Easterling

Signature :

Gerald A Easterling

Witness

Abdul Zafar

Agent Certification

The undersigned certify that the information contained in this application and accompanying documentation is true and correct, and that the Agent named herein has directorial authority over the operations of the business to be licensed. The undersigned further agree to abide by, observe, and conduct the licensed business according to all county ordinances and state laws and regulations in respect thereof, and understand that the Agent named herein may be held personally responsible for violations of County Alcohol Code committed by others at the Agent's direction, or with the Agent's knowledge.

Agent's Signature: Gerald Easterling Date: 4-4-24

Business Name: TOMS Food Mart (IMS Groceries LLC)

I hereby certify that Gerald Easterling (Agent) signed his/her name to the forgoing statement after stating to me under oath administered by me, that all statements and answers are true and correct.

This 04 day of April, 2024

Jasmine Barnes
Notary Public

03.11.2025
My Commission Expires

Ownership/Individual Certification

I certify that the information disclosed in this application is true and correct, and I agree to abide by, observe, and conduct business according to the rules and regulations prescribed by Macon-Bibb County, the acts of the Georgia General Assembly, and the State Department of Revenue.

Individual/Owner's Signature: Gerald Easterling Date: 4-4-24
(If different from Agent)

Title: OWNER

Business Name: TOMS Food Mart (IMS Groceries LLC)

I hereby certify that Gerald Easterling (Applicant) signed his/her name to the forgoing statement after stating to me under oath administered by me, that all statements and answers are true and correct.

This 04 day of April, 2024

Jasmine Barnes
Notary Public

03.11.2025
My Commission Expires

PACKAGE TO GO BUSINESS TYPE IDENTIFICATION FORM

Business Name: Toms Food Mart (IMS Groceries LLC)

Business Address: 811 Pio Nono Ave, Macon GA 31204

Instructions:

This form must be completed for each new license or renewal license application for locations selling beer or wine or both, but not distilled spirits, by the package to go.

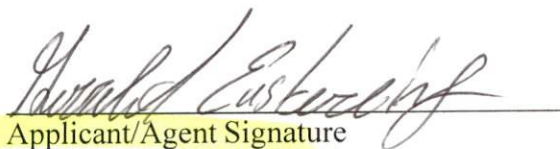
If you are not selling alcohol by the package to go, or if you are selling distilled spirits by the package to go, simply check the last box on this form for "Exempt" and sign at the bottom.

If you are selling alcohol by the package to go, please read the definitions below and check the box next to the definition which best matches how the business is currently operated or expected to operate under this license. Any intentional failure to identify or misrepresentation on this form may be grounds for denial or revocation of any license issued to you.

Definitions:

- ☐ **Drugstore:** a retail store that provides assorted items including medical or healthcare supplies, that may also provide other items or services such as over-the-counter drugs; processed food and drink items; beauty products; small toys; or photo processing services; and that is licensed by the Georgia State Board of Pharmacy to operate a pharmacy.
- ☒ **Food Mart:** a retail store licensed by the Georgia Commissioner of Agriculture as a food sales establishment, which has a total retail floor space of less than 10,000 square feet, of which at least 85 percent is reserved for the sale of food and other nonalcoholic items, and which regularly sells, at a minimum and among other products the following items: at least four pounds each of five different types of fresh fruits or vegetables; four pounds of fresh, raw beef, chicken, or pork; four dozen fresh chicken eggs; four pounds of bread; and four gallons fresh cow's milk. Food Marts shall be required to maintain a food scale certified by the Georgia Department of Agriculture for the purpose of verifying compliance with this definition. Food Marts shall purchase food items for resale from lawful fresh food wholesalers, and shall be required to produce invoices reflecting the sources of food products sold upon demand by County officials. If an insufficient quantity of an item is present in the Food Mart, Macon-Bibb County may consider receipts or other evidence to determine whether a sufficient good faith effort was made to comply with the minimum item quantity requirements. The term "Food Mart" does not include Drugstores, Gas Stations, Grocery Stores, Small Box Discount Stores, Specialty Stores, or Vice Marts; provided that a Food Mart may or may not be licensed by the Georgia State Board of Pharmacy to operate a pharmacy.
- ☐ **Gas Station:** a Vice Mart that is also licensed by the Georgia Safety Fire Commissioner for the storage and sale of liquefied petroleum gas and that actually regularly sells liquefied petroleum gas.
- ☐ **Grocery Store:** a retail store licensed by the Georgia Commissioner of Agriculture as a food sales establishment, which has a total retail floor space of at least 10,000 square feet, of which at least 85 percent is reserved for the sale of food and other nonalcoholic items, and which sells, at a minimum and among other products at least ten different types of fresh fruits or vegetables; fresh, raw beef, chicken, or pork; fresh chicken eggs; bread; and fresh cow's milk. A Grocery Store may or may not be licensed by the Georgia State Board of Pharmacy to operate a pharmacy.

- ☐ **Small Box Discount Store:** a retail store that provides assorted, inexpensive items that are continuously offered at a discounted price that is usually under \$10 per item. These stores are commonly referred to by names such as "dollar stores," "99 cent stores," "five dollar stores," "discount stores," or "variety stores." Products sold typically include processed food and drink items, personal hygiene products, office supplies and decorations. Retail floor space is typically less than 15,000 square feet.
- ☐ **Specialty Store:** a retail store that derives at least 50% of its annual gross sales from the sale of certain specialized classes or types of food or beverage products, or related accessories or non-food items. Such products are typically of a superior quality or more limited market availability than those general products commonly found in Grocery Stores. This includes brewpubs, malt beverage taprooms, and cocktail rooms. Other examples of Specialty Stores include, without limitation: (a) imported or luxury products; (b) products associated with a particular culture, global region, cuisine, or nationality; (c) products conforming to or supporting the dietary requirements of any sincerely held religious practice or belief; (d) restaurants; (e) organic, vegan, or natural products; (f) meats (e.g., butcher shops, delis, or seafood markets); (g) cheese or dairy products; (h) oils, seasonings, or spices; (i) growlers, craft beers, or wine; (j) breads or baked goods; (k) cigars; (l) honey or beeswax products; (m) products grown or produced within the State of Georgia or any particular location therein; or (n) any similarly specialized products or classes of products.
- ☐ **Vice Mart:** a retail store that provides assorted, inexpensive items for neighborhood residents or travelers, such as processed shelf-stable or refrigerated food and drink items; fountain and brewed drinks; handheld prepared food items; automotive items; tobacco products; family planning products; lottery products; gifts; over-the-counter medications; or similar items. Stores are typically designed for expediency – with customers typically buying few items per transaction and spending only a short time in the store. Retail floor space is typically less than 10,000 square feet.
- ☐ **Other Small Box Retail Store:** a retail store that meets each of the following criteria:
1. the store has a total retail floor space of less than 15,000 square feet; 2. the store does not meet the definition of Drug Store, Food Mart, Gas Station, Grocery Store, Small Box Discount Store, Specialty Store, or Vice Mart; and 3. the store is not licensed or applying for a license for the sale of distilled spirits by the package to go.
- ☐ **Other/None of the Above/Distilled Spirits/Exempt:** Check this box if none of the above definitions apply to your store, or if you are not licensed or applying for a license to sell only beer or wine or both by the package to go.


Applicant/Agent Signature

4-4-24
Date

SECURITY CAMERA COMPLIANCE VERIFICATION
--

Instructions:

This form must be completed for each new license application for locations selling alcohol by the package to go or operating as a bar or nightclub.

Pursuant to Sec. 4-1 of the Macon-Bibb County Code of Ordinances,

1. Bar shall mean any business that derives 75 percent or more total annual gross revenue from the sale of alcoholic beverages for consumption on the premises, in accordance with O.C.G.A. § 3-1-2;
2. Nightclub shall mean any business which:
 - Directly or indirectly charges patrons for admission;
 - Is licensed under this Chapter for the sale of alcoholic beverages for consumption on premises;
 - Provides entertainment using amplified sound, including, without limitation, the playing of pre-recorded music through amplified sound by a DJ or emcee or similar person; the playing of live analog, electronic, or digital musical instruments; the presentation of live human speech or dialogue through amplified sound; or any combination of the above;
 - Which does not provide a number of seats suitable for the viewing of such entertainment greater than or equal to the number of patrons present; and
 - Which does not earn at least fifty percent of its annual gross revenues from the sale of prepared meals or the letting of rooms for overnight stay.

If you are selling alcohol by the package to go or operating a bar or nightclub you must:

1. *install security cameras in your business that meet the requirements below;*
2. *call the Code Enforcement Department Office at 478-803-0470, select option "0" to schedule an appointment to have an inspection of the security camera system;*
3. *show the inspector that the security camera system meets the requirements below; and*
4. *have the inspector sign this form approving the security camera system.*

If you are not operating as a bar or nightclub or selling alcohol by the package to go, simply check the box on this form for "Exempt" and sign at the bottom.

Pursuant to Sec. 4-40 of the Macon-Bibb County Code of Ordinances,

1. Any establishment selling alcoholic beverages by the package to go must install security cameras, which are, at a minimum, of sufficient quantity, quality, and positioning so as to capture the face and clothing of any person entering into the establishment through any public entrance; or making any purchase from the establishment.
2. Any establishment licensed to sell any alcoholic beverage for consumption on premises, which is operating as a bar or nightclub, is hereby required to install security cameras, which must, at a minimum, be of sufficient quantity, quality, and positioning so as to capture the face and clothing of persons entering into said establishment through any public entrance.

Security Camera Compliance Verification Form
Rev. March 2021
Page 1 of 2

thereof; standing outside of the establishment but within fifty feet of any entrance to said establishment; making any purchase from a fixed point of sale within said establishment; or standing within any dance floor or similar area designated within said establishment.

3. A digital security camera system shall be deemed to be "of sufficient quality" of and only if each camera required under this Section meets the following criteria:
 - It is capable of producing an image with a 1080p High Definition (1920 x 1080 pixels) resolution or greater at a minimum frame rate of 15 frames per second;
 - It is maintained in a state of being free of dust or debris that would interfere with the quality of the image being produced; and
 - It is capable of operating in the actual interior or exterior lighting conditions that are present during all operations and times of operation for the establishment, and of producing a clear image of the face and clothing of the persons described in this Section in all such lighting conditions.
4. Such cameras meeting the requirements of this Section must be capable of producing a retrievable image on film, tape, or other suitable digital format that can be made a permanent record and that can be enlarged through projection or other means. Cameras meeting the requirements of this Section shall be maintained in proper working order at all times and shall be subject to periodic inspection by the Sheriff.
5. Establishments required under this Section to install security cameras shall maintain all video images captured thereby for a period of at least thirty days from the date of image capture.
6. The failure to have or maintain security cameras in good working condition, with sufficient backup storage as to permit the retrieval of images as required by this Section shall be a violation of this Section and shall be punishable in accordance with the general provisions of Section 1-6 of this Code, as well as by any adverse action against the alcohol licensure of such business, up to and including the revocation or denial of all existing alcohol licenses held by such licensee.

Business Name: Toms Food Mart (IMS Groceries LLC)

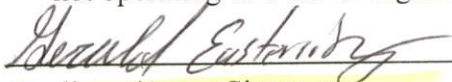
Business Address: 811 Pio Nono Ave Macon GA 31204

I hereby certify that on this date, I have inspected the security camera and image retrieval system located at the above business and found it to be in compliance with the requirements of Sec. 4-40 of the Macon-Bibb County Code of Ordinances, as stated hereon.


Code Enforcement Department Designee

3/29/2024
Date

☐ **Exempt:** Check this box if you are not licensed, not applying for package to go license, or not operating as a bar or nightclub.


Applicant/Agent Signature

4-1-24
Date

Applicant Privacy Rights Notification Signature Form

Applicant Notification and Record Challenge:

Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. The procedure for obtaining a change, correction or updating an FBI identification record is set forth in Title 28 Code of Federal Regulations 16.34.

Procedures for obtaining a copy of the FBI criminal history record are set forth in 28 CFR 16.30 – 16.33 or go to the FBI website at <http://fbi.gov/about-us/cjis/background-checks>.

 Gerald A Easterling 4-11-24
Signature Print Name Date



Alcohol License Questionnaire

Name of Business: Toms Food Mart
 Owner's Name: Gerald A Easterling
 Address: 811 Pio Nono Ave, Macon, GA, 31204

1. Do you own or are you leasing your business location? ☐ Own ☒ Lease
2. If you purchased the building, what was the final sale price as reflected in public records? \$ _____
3. If you are leasing the building, what relation, if any, is there between the building owner and the owner(s) of your business?
 Please circle one: ☐ Relation, see below ☒ No Relation
4. If you are leasing the building, will your landlord be involved in the day to day business operations? ☐ Yes ☒ No
5. Was the previous operator at this location in any legal or regulatory trouble with local government, state government, law enforcement, or the Georgia lottery in the year prior to the transfer to your business? ☐ Yes ☒ No
6. Will the previous operator or any family member of the previous operator remain involved in the day to day business operations? ☐ Yes ☒ No
7. Was the sale of the building, business, or lease an "arms length" or "fair market value" transaction? ☒ Yes ☐ No

Gerald A Easterling Gerald A Easterling 4-11-24
 Signature Print Name Date

ARMED SECURITY PERSONNEL REQUIRED TRAINING COMPLIANCE FORM

Instructions:

This form must be completed by any bar or nightclub operating with an alcohol license which allows or requires security personnel to carry firearms while working. The form shall be submitted upon applying or renewing any license to sell alcohol on the premises. This form is not required for businesses employing certified peace officers in good standing with the Georgia Peace Officer Standards and Training Counsel. Applicants applying for special events which employ armed security personnel are required to submit this form.

Pursuant to the licensing requirements of Sec. 4-550 of the Macon-Bibb County Code of Ordinances, attach the following documentation to this form prior to submission:

1. A copy of the applicant's valid private security business license, issued by the Georgia Board of Private Detective and Security Agencies.
2. A list containing the names and dates of birth of all persons who will be working as armed security personnel at the applicant's place of business or special event location. Use the attached form.

NOTE: IT IS A VIOLATION TO ALLOW ANY PERSON NOT LISTED TO WORK AS AN ARMED SECURITY PERSONNEL WITHOUT FIRST SUBMITTING AN UPDATED COPY OF THIS FORM TO THE TAX COMMISSIONER'S OFFICE. PENALTIES FOR VIOLATING THIS RULE MAY INCLUDE THE LOSS OF YOUR ALCOHOL LICENSES.

3. A copy of a valid private security license from the Georgia Board of Private Detective and Security Agencies for each person named who will be working as armed security personnel at the applicant's place of business or special event location.

If you are not operating as a bar or nightclub with armed security personnel, simply check the box on this form for "Exempt" and sign at the bottom.

Business Name: Toms Food Mart

Business Address: 811 Pio Nono Ave Macon GA 31204

☒ **Exempt:** Check this box if you certify that you will not hire any armed security personnel, or that you are not operating as a bar or nightclub.

Does your business derive 75% or more total annual gross revenue from the sale of alcoholic beverages for consumption on the premises? ☐ YES ☒ NO

Gerald Esteban
Applicant/Agent Signature

4-6-24
Date

ARMED SECURITY PERSONNEL IDENTIFICATION FORM

Instructions:

*Please list every individual who may be working as armed security personnel at your bar or nightclub. Certified peace officers do not need to be listed and may be added in the future without updating this list. If you hire anybody in the future to work as armed security personnel at your bar or nightclub, this list **MUST** be updated to include that person before they are allowed to carry a firearm while working at your business. Use additional copies of this sheet if necessary.*

IF ANY PERSON NOT ON THIS LIST IS FOUND TO BE WORKING AS ARMED SECURITY PERSONNEL AT YOUR BAR OR NIGHTCLUB, THEN YOU MAY BE SUBJECT TO PENALTIES OF UP TO \$1000 PER VIOLATION AND UP TO 6 MONTHS IN JAIL, AS WELL AS THE LOSS OF ALL ALCOHOL LICENSES ISSUED TO YOU WITHIN MACON-BIBB COUNTY.

1.			
	Name	Date of Birth	GBPDSA Private Security License #
2.			
	Name	Date of Birth	GBPDSA Private Security License #
3.			
	Name	Date of Birth	GBPDSA Private Security License #
4.			
	Name	Date of Birth	GBPDSA Private Security License #
5.			
	Name	Date of Birth	GBPDSA Private Security License #
6.			
	Name	Date of Birth	GBPDSA Private Security License #
7.			
	Name	Date of Birth	GBPDSA Private Security License #
8.			
	Name	Date of Birth	GBPDSA Private Security License #
9.			
	Name	Date of Birth	GBPDSA Private Security License #

Macon-Bibb County

Certificate of Good Standing

1. Name and Title of the applicant: Gerald A Easterling Owner
2. Name of the subject of this Certificate, if different from the applicant:
Toms food mart (MS ~~GA~~ GROCERIES #11C
3. Benefit or privilege for which the applicant is applying (mark one):

☐ Building Permit	☐ Plat Approval	☐ Building Inspection Report	☐ Certificate of Occupancy
☒ Alcohol License (Any)	☐ Privilege License (Any other than alcohol)	☐ Political Appointment	☐ Competitive Contract Bid or Proposal
☐ Non-Competitive Contract over \$50,000	☐ Registering to Bid on Real Property	☐ Other: _____	

4. If the subject is an individual or sole proprietorship, then list all business entities in which the subject has a direct or indirect ownership interest of 25% or more, or legal control over. If the subject is an entity, then list all individuals who have a direct or indirect ownership interest of 25% or more in the subject entity, or who exercise legal control of the entity. Use additional sheets if needed.

Rd D 36 Springs St

5. I, the undersigned, do hereby swear or affirm that the information contained in this Certificate is true and complete to the best of my available knowledge. I further swear or affirm that, as of today, none of the individuals or entities listed in this Certificate are more than 90 days delinquent on the payment of any ad valorem property taxes due to the Macon-Bibb County Government. I understand that giving false, incomplete, or inaccurate information on this Certificate may result in the denial of any privilege the applicant is applying for, as well as the revocation of any privilege previously granted by Macon-Bibb County, and may constitute the crimes of false writing or false swearing, which carry a penalty of up to five years in prison and up to a \$1,000 fine.

Gerald A Easterling
Print and Sign Name
Gerald Easterling

Sworn to and subscribed before me this
04 day of April, 2024.

Jasmine Barnes
Notary Public

My Commission Expires: 03.11.2025



Macon-Bibb County Certificate of Good Standing

1. Name and Title of the applicant: Karam Kaba Property owner
2. Name of the subject of this Certificate, if different from the applicant:
Toms Food Mart 811 Pio Nono Rd Macon GA
3. Benefit or privilege for which the applicant is applying (mark one):

☐ Building Permit	☐ Plat Approval	☐ Building Inspection Report	☐ Certificate of Occupancy
☐ Alcohol License (Any)	☐ Privilege License (Any other than alcohol)	☐ Political Appointment	☐ Competitive Contract Bid or Proposal
☐ Non-Competitive Contract over \$50,000	☐ Registering to Bid on Real Property	☐ Other: _____	

4. If the subject is an individual or sole proprietorship, then list all business entities in which the subject has a direct or indirect ownership interest of 25% or more, or legal control over. If the subject is an entity, then list all individuals who have a direct or indirect ownership interest of 25% or more in the subject entity, or who exercise legal control of the entity. Use additional sheets if needed.
- _____
- _____
- _____

5. I, the undersigned, do hereby swear or affirm that the information contained in this Certificate is true and complete to the best of my available knowledge. I further swear or affirm that, as of today, none of the individuals or entities listed in this Certificate are more than 90 days delinquent on the payment of any ad valorem property taxes due to the Macon-Bibb County Government. I understand that giving false, incomplete, or inaccurate information on this Certificate may result in the denial of any privilege the applicant is applying for, as well as the revocation of any privilege previously granted by Macon-Bibb County, and may constitute the crimes of false writing or false swearing, which carry a penalty of up to five years in prison and up to a \$1,000 fine.

KARAM KABA

Print and Sign Name

Sworn to and subscribed before me this
4th day of April, 2021

Crystal T White
Notary Public

My Commission Expires: 3/15/2025





Tax Commissioner's Office
 188 Third Street, Macon, Georgia 31201
 Mail to: Tax Commissioner's Office PO Box 4503
 Macon, GA 31208-4503

OFFICE USE ONLY ALCOHOL APPLICATION

Applicant Name: Gerald Easterling – No new prints needed

Business Name: IMS Groceries LLC DBA Tom's Food Mart

Business Address: 811 Pio Nono Ave Macon, GA 31204

DocuSigned by:

After investigation, I recommend that the license requested herein be:

Granted

Sheriff, Macon-Bibb County, Georgia

Date

4/18/2024

Denied

Sheriff, Macon-Bibb County, Georgia

Date

After investigation, I recommend that the license requested herein be:

Granted

Mayor, Macon-Bibb County, Georgia

Date

Denied

Mayor, Macon-Bibb County, Georgia

Date

After investigation, I recommend that the license requested herein be:

Granted



Clerk of the Macon-Bibb County Commission, Georgia

Date

Denied



Clerk of the Macon-Bibb County Commission, Georgia

Date



**Tax Commissioner's Office
188 Third Street
Macon, GA 31201**

Review Form

The attached application is a petition to Macon-Bibb County for an Alcoholic Beverage License.

The following required documents are included in the application:

- ☐ Signature form
- ☐ BSO Recommendation letter
- ☐ Proof of Planning and Zoning compliance
- ☐ Affidavit from the Macon-Bibb County Engineer's Department
- ☐ Affidavit from the Macon Telegraph Newspaper

Legal Review 6/4/2024 (Date)  (Initials)

Comments

Upon review, legal recommends denial of this application. Business self-identifies as a food mart. However, upon inspection, business did not possess the fresh foods required to qualify as a food mart. Business is currently operating as a vice mart.

Initials

 Stephanie Freeman, Administrative Office Specialist

ADDED TO THE JUNE 18, 2024 PRE-COMMISSION AGENDA. BUSINESS SELF IDENTIFIES AS A FOOD MART BUT UPON INSPECTION DOES NOT HAVE FRESH FOOD. IDENTIFIES AS A VICE MART.



Tax Commissioner's Office
188 Third Street, Macon, Georgia 31201
Mail to: Tax Commissioner's Office
PO Box 4503
Macon, GA 31208-4503

License Fees are Prorated by Month that Completed Application is Submitted

LICENSE FEES (Check All That Apply)

☐ *Distilled Spirits Packaged to Go	\$2,900	☒ *Malt Packaged to Go	\$800	☐ Wine Packaged to Go	\$700
☐ *Distilled Spirits C.O.P.	\$2,900	☐ *Malt C.O.P.	\$800	☐ Wine *C.O.P.	\$700
☐ *Distilled Spirits Wholesaler	\$3,600	☐ *Malt Wholesaler	\$1,000	☐ Wine Wholesaler	\$800
☐ *Distilled Spirits Manufacturers	\$4,300	☐ *Malt Manufacturer	\$2,500	☐ Wine Manufacturer	\$1,700
☐ Brewpub	\$2,500	☐ Out-of-Town Wholesaler	\$100	☐ Brown Bag	\$0
☐ Alcohol Beverage Caterer	\$600	☒ Temporary Alcohol License	\$100		
_____ Please check here if you are applying for a Business Continuation License. Business Continuation License is 25% of applicable fees					
*Distilled Spirits (Liquor)		*Malt (Beer)		*C.O.P. (Consumed on Premise)	

A BUSINESS LICENSE IS REQUIRED BEFORE AN ALCOHOL LICENSE MAY BE ISSUED.

\$ _____ Alcohol License Fees + \$400 Application Fee = \$ _____

Agent Information

1. Agent/Owner(s) must complete and sign the Name-Based Criminal History Record Information Consent Form.
2. Provide an Unexpired Identification Card issued by Any U.S. State or United States government, bearing a current photograph of the applicant.
3. Agent/Owner(s) Must be Fingerprinted once application & fees are completed and paid unless such individuals currently hold one or more categories of alcohol license(s) in goodstanding.
4. Proof of Alcohol Handler's Permit from Agent and Owners.
5. Complete (S.A.V.E.) Systematic Alien Verification for Entitlements O.C.G.A. § 50-36-1 (e) (2) Affidavit.

Location/Business Information

6. Affidavit of Intent to Sale Alcohol from the Macon Telegraph Newspaper.
7. If any business entity other than Sole Ownership... Must submit a copy of the GA Secretary of State's Business information Record.
8. If NON-PROFIT entity... Proof of Non-Profit Status.
9. Planning and Zoning Compliance Form.
10. Original Affidavit from the Macon-Bibb County Engineer's Department.
11. A legal description (Lease/Deed/etc.) of the property upon which premises are located.

Business Continuation

12. Please provide a list of the current, valid licenses issued to the named business; A record showing that all business license fees owed on the existing business have been fully paid, or a receipt showing payment thereof.
13. A statement, signed by the applicant, swearing, or affirming that the applicant has recently purchased the named business, or has a bona fide expectation of purchasing the named business soon; and
14. A record showing that all property taxes to date owned on the property have been fully paid, or a receipt showing payment thereof.

Name-Based Criminal History Record Information Consent/Inquiry Form

I hereby give consent for the Bibb County Sheriff's Office to conduct an inquiry and receive any Georgia criminal history record information pertaining to me, which may be contained in the files of any state or local criminal justice agency in Georgia.

Full Name (print):	Maryam Fatima Haseeb		
Home Address:	710 Latrobe way, Macon, GA, 31220		
Sex	Race	Date of Birth	Social Security Number
F	Asian		

☒ This authorization is valid for 90/180/____ (circle one) days from date of signature.

☒ I, Maryam, give consent to the above name to perform periodic criminal history background checks for the duration of my employment with this company.

Signature

M. Haseeb

Date

6-1-2024

*****Include a copy of your valid State/Government issued identification*****

Date of Inquiry: _____ Time of Inquiry: _____ Operator's Initials: _____

Purpose Code used: (check one)

☐	Employment (E) – Provides Georgia Criminal History Record Information
☐	Employment with Mentally Disabled (M) – Provides Georgia Criminal History Record Information
☐	Employment with Elder Care (N) - Provides Georgia Criminal History Record Information
☐	Employment with Children (W) - Provides Georgia Criminal History Record Information
☐	Public Records (P) – Provides Georgia Felony Convictions Only

The inquiry resulted in the following: (check all that apply)

☐	No Georgia CHRI results available.
☐	Georgia CHRI attached/released

☐	No NCIC/GCIC Warrant results available.
☐	Possible NCIC/GCIC Warrant. Contact Agency listed below.
Wanting Agency Name:	
Agency Telephone:	

Agency Designee Signature and Title

Date

MACON-BIBB COUNTY, GEORGIA
(S.A.V.E.) SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS
O.C.G.A. § 50-36-1 (e) (2) Affidavit

By executing this affidavit under oath, as an applicant for a Macon-Bibb County, Georgia, Occupation Tax Certificate, Alcohol License, or other public benefit as referenced in O.C.G.A. § 50-36-1; the undersigned applicant verifies one of the following with respect to my application for a public benefit:

- 1) _____ I am a United States citizen 18 years of age or older. Please submit a copy of your current Secure and Verifiable Document(s) such as driver's license, passport, or document as indicated on the attached list.
- 2) ☒ I am not a United States citizen, but I am a legal permanent resident of the United States 18 years of age or older, or I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older with an alien number issued by the Department of Homeland Security or other federal immigration agency. Please submit a copy of your current immigration document(s) which includes either your Alien number or your I-94 number and, if needed, SEVIS number.

Please check only one option above and submit the required documents with your application.
Please note that the failure to do so will result in a processing delay.

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

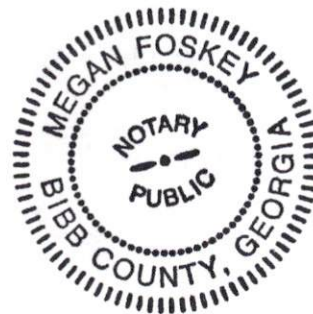
In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. § 16-10-20, and face criminal penalties as allowed by such criminal statute.

Business Name: Corner Grocery (MF 786 LLC)
 Printed Name of Applicant: Maryam Fatima Haseeb
 *Signature of Applicant: *M. Fatima*

SUBSCRIBED AND SWORN BEFORE ME ON

THIS 1 DAY OF April, 2024.

Expires: 3/21/27
Megan Foskey





SENSITIVE BUT UNCLASSIFIED

SAVE Response

Applicant Status: Lawful Permanent Resident - Employment Authorized

The applicant is a non-national of the U.S. who has been granted authorization to live and work in the United States permanently as an immigrant. See the [Guide to Understanding SAVE Verification Responses](#) for additional information.

Follow your agency's policy when determining whether this applicant is eligible for benefits.

SAVE Response Details

Case Verification
Number: 0024092194113XT

Class of
Admission (COA)
Code: IR6

Date Admitted To: INDEFINITE

Employment
Authorization
Document (EAD)
Expiration Date: 06/28/2033

Agency Submitted Details

Full Name: maryam gatima Haseeb

Initiated On: 04/01/2024

Initiated By: DSIN0559

Point of Contact
Name: Deon Singleton

Point of Contact
Phone Number: (478) 310-3579

Requested
Benefits: Occup. Tax Cert.

Attached
Document: No

[U.S. Department of Homeland Security](#)

[U.S. Citizenship and Immigration Services](#)

[Accessibility](#)

[Browser Support](#)

[Plug-ins](#)

[Site Map](#)

[V37 ICA](#)

[V38 ICA - Draft](#)



[Provide Feedback](#)

MEASUREMENT FORM

**Retail Sales of Wine and Malt Beverages
Packaged to Go
Macon-Bibb County Code, Chapter 4, Article V, Sec. 4-122**

APPLICANT: MARYAM FATIMA
PROPOSED LICENSE: BEER AND WINE PACKAGED TO GO
BUSINESS LOCATION: 2057 WALNUT ST.
BUSINESS NAME: CORNER GROCERY (MF 786 LLC)

To Be Completed by County Engineer

1. Nearest corner of the building housing the place of business to nearest corner of a school ground, school building, college campus, an alcoholic treatment center, a public library or branch thereof, or a Macon-Bibb County Housing Property measured and found to be more than 300 ft.

☒ X Comply ☐ Does not Comply

2. An alcoholic beverage license has been previously issued for this location, so the license may be continued to be issued or renewed for the same location despite a nearby property use which does not meet the distance requirements.

☐ Comply ☐ Not Applicable ☒ X Unknown

3. This grocery store is exempt from the restriction on sale of wine and malt beverages to go within 300 ft. of a college campus.

☐ Comply ☐ Complies, but does not comply with other restrictions

☒ X Not Applicable

By: F. Charles Brooks
F. Charles Brooks, Macon-Bibb County Engineer

Date: 4-11-2024

It is respectfully requested that forms be returned no later than Friday of each week for use by the County Commissioner's Office.

RETAIL SALES of BEER and WINE

Package Sale to Go & consumption on premises.

OR

Package Sale to Go (Convenience Store)

300' from business building corner to nearest corner of school ground, school building, college campus, alcoholic treatment center, public library, Macon-Bibb County Housing Authority unit, church or church grounds or Macon-Bibb County recreation area.

If applying location is identified as a "Small Box Retail Store, Small Box Discount Store or Vice mart", it must be 2500' from other similarly classified stores.

(Revised 8-23-2023) PJH

Corner Grocery (MF786 LLC)
 # 2057 Walnut Street
 700' — SCHOOL GROUND property line
 L.H. Williams Elementary
 1,150' — SCHOOL BUILDING
 L.H. Williams Elementary
 3,750' — COLLEGE CAMPUS property line
 Mercer University
 7,700' — ALCOHOLIC TREATMENT CENTER building
 River Edge - Emory Hwy.
 4,750' — PUBLIC LIBRARY or BRANCH building
 Washington Memorial
 1,750' — MACON-BIBB COUNTY HOUSING AUTHORITY property
 Vineville Senior Living
 1,050' — CHURCH (building)
 Greater Allen Chapel AMEC
 1,200' — CHURCH GROUNDS
 Greater Allen Chapel AMEC
 1,350' — M-B COUNTY RECREATION CENTER property
 L.H. Williams Recreation Center
 N/A — Vice Mart — Small Box Retail Store — Small Box Discount store (2500')

F.C.B.
 OK!
 Paul J. Hornowski
 April 10, 2024

Applicant has self-identified as a:
 "Food Mart"

McClatchy

The Beaufort Gazette
The Belleville News-Democrat
Bellingham Herald
Centre Daily Times
Sun Herald
Idaho Statesman
Bradenton Herald
The Charlotte Observer
The State
Ledger-Enquirer

Durham | The Herald-Sun
Fort Worth Star-Telegram
The Fresno Bee
The Island Packet
The Kansas City Star
Lexington Herald-Leader
The Telegraph - Macon
Merced Sun-Star
Miami Herald
El Nuevo Herald

The Modesto Bee
The Sun News - Myrtle Beach
Raleigh News & Observer
Rock Hill | The Herald
The Sacramento Bee
San Luis Obispo Tribune
Tacoma | The News Tribune
Tri-City Herald
The Wichita Eagle
The Olympian

AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Amount	Cols	Depth
106378	535457	Print Legal Ad-IPL01660360 - IPL0166036	MF 786 LLC (Corner groce	\$46.36	1	28 L

Attention: AMS 2021

Convenient store
302 highway 49
Byron, GA 31008

mryfatima@gmail.com

GEORGIA, BIBB COUNTY

NOTICE OF INTENT TO FILE REQUEST
FOR Beer/Wine Packaged to go

Pursuant to the ordinance adopted by the Macon-Bibb County Commission, dated September 16, 2022, as now or hereafter amended, notice is hereby given that on or after the April 3, 2024, the undersigned will apply to said Macon-Bibb County Commission for the above-described license(s) at an establishment known as MF 786 LLC (Corner grocery), 2057 walnut street Macon GA 31204. The public is invited to comment on the proposed license by submitting comments in writing to Macon-Bibb County Tax Commissioner's Office. Attn: Alcohol License Comments, 188 Third Street, Macon, GA 31201 within fourteen days of the date shown below.

This March 27, 2024. Maryam Fatema,
Applicant
IPL0166036
Mar 27 Apr 3 2024

To Whom It May Concern:

This is to certify the legal advertisement in the above stated case was published in The Telegraph legal section on:

2 insertion(s) published on:

03/27/24, 04/03/24

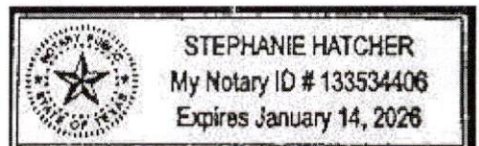
By placing your legal organ advertisement with this newspaper, you agree that your sole remedy if the newspaper should make a mistake in the text or the timing of publication of your advertisement is a refund of the cost you paid for the advertisement or re-advertisement at no additional cost to you.

Willmenta Serrano

Sworn to and subscribed before me this 3rd day of April in the year of 2024

Stephanie Hatcher

Notary Public in and for the state of Texas, residing in Dallas County



Extra charge for lost or duplicate affidavits.
Legal document please do not destroy!



MACON-BIBB COUNTY
Planning & Zoning

Macon-Bibb Planning & Zoning Commission
Terminal Station | 200 Cherry Street, Suite 301
Macon, Georgia 31201 | MBPZ.org

Zoning Compliance

PERMIT NO: ZC-2022-521	PERMIT TYPE: PU	DATE OF ISSUE: 09/02/2022
ISSUED TO NAME:	Maryam Fatima Haseeb Corner Grocery (MF 786, LLC.)	
OWNER'S NAME:	☐ DUGGER WADE E	
PROPOSED USE:	Existing: Commercial, Industrial, or Institutional	
ADDRESS OF PROPOSED USE:	306 FOREST AVE (AKA 2057 Walnut St.)	
NEW CONSTRUCTION:	No	
MAP/PARCEL:	P072-0255	ZONING DISTRICT: R-3

PERMIT ISSUED SUBJECT TO THE FOLLOWING CONDITIONS

As per application, approval is granted to change ownership of a corner grocery store without gas sales (09-0023) in an existing multi-tenant commercial building. As per application, approval is granted for alcohol sales. No outside storage or sales authorized. No signage change authorized by this permit; signage change shall require separate zoning permit. Subject to the requirements of Business Development Services. Subject to the requirements of the Office of Building and Fire Safety, Business License Office, and all other applicable local, state, and federal regulations.

NOTE: IF CONSTRUCTION OR USE HAS NOT BEGUN BY 09/02/2023 , THIS PERMIT IS NULL & VOID

APPROVED BY: Margaret Peth

NOTICE

This permit is issued subject to the rules and regulations of the Macon-Bibb County Health Department, Macon-Bibb Business Development Services, and any other governmental agency whose regulations may be applicable. Care should be given to comply with any deed restrictions applicable to the above referenced property as the Macon-Bibb Planning and Zoning Commission does not authorize the violation thereof, nor can it be held responsible for said violation. The Macon-Bibb Planning and Zoning Commission assumes no responsibility for correct location of property lines. It is the responsibility of the applicant to insure proper placement of any structure on the premises. All construction or use relating to this permit must strictly comply with site plans submitted to the Macon-Bibb Planning and Zoning Commission and on file in its office.



GEORGIA CORPORATIONS DIVISION

GEORGIA SECRETARY OF STATE
BRAD RAFFENSPERGER

[HOME \(/\)](#)

BUSINESS SEARCH

BUSINESS INFORMATION

Business Name:	MF 786 LLC	Control Number:	21198155
Business Type:	Domestic Limited Liability Company	Business Status:	Active/Compliance
NAICS Code:	Any legal purpose	NAICS Sub Code:	
Principal Office Address:	2057 WALNUT ST, MACON, GA, 31204, USA	Date of Formation / Registration Date:	7/19/2021
State of Formation:	Georgia	Last Annual Registration Year:	2024

REGISTERED AGENT INFORMATION

Registered Agent Name: **MARYAM HASEEB**
Physical Address: **2057 WALNUT ST, MACON, GA, 31204, USA**
County: **Bibb**

[Back](#)

[Filing History](#)

[Name History](#)

[Return to Business Search](#)

Office of the Georgia Secretary of State Attn: 2 MLK, Jr. Dr. Suite 313, Floyd West Tower Atlanta, GA 30334-1530,
Phone: (404) 656-2817 Toll-free: (844) 753-7825, WEBSITE: <https://sos.ga.gov/>

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[Report a Problem?](#)

Ownership Disclosure Form

A separate copy of this form must be completed for each individual who has a disclosable interest in the business.

Business:

Trade Name: Corner Grocery Name of Corporation: MF 786 LLC

If publicly traded, Stock Symbol and Name of one Listing Exchange: _____

Individual:

Name and Title: Mariam Fedina Haseb Telephone Number: _____

Date of Birth: _____ Social Security Number: _____

Residential Street Address: _____

P.O. Box Not Allowed (City State Zip)

Mailing Address: 2057 Walnut Street, Macon, GA 31204
(City State Zip)

Type of Entity and Business Interest:

Please check appropriate description and complete as required.

- ☐ Sole Proprietorship
- ☐ General Partnership
- General Partner holding _____% of all outstanding partnership interests.
- ☐ Limited Partnership (LP)
- General Partner holding _____% of all outstanding general partnership interests.
- Limited Partner holding _____% of all outstanding general partnership interests.
- ☐ Limited Liability Partnership (LLP)
- General Partner holding _____% of all outstanding general partnership interests.
- ☐ Limited Liability Limited Partnership (LLLP)
- General Partner holding _____% of all outstanding general partnership interests.
- Limited Partner holding _____% of all outstanding general partnership interests.
- ☒ Limited Liability Company (LLC)
- Managing Member, Total number of Managing Member: 1
- Member holdings 100 % of all outstanding membership interests.
- ☐ Privately Held Corp./Company
- Corporate Officer: Yes _____ No _____
- ☐ Other
- Other person exercising operational authority over the entity: _____



Tax Commissioner's Office
188 Third Street, Macon, Georgia 31201
Mail to: Tax Commissioner's Office
PO Box 4503
Macon, GA 31208-4503

Alcohol Handler's Beverage License Application

APPLICANT

First Name: Maryam F Haseeb Last Name: Haseeb
Home Address: [REDACTED]
Home Phone #: [REDACTED] Email: mryfatima@gmail.com
Date of Birth: [REDACTED] Social Security Number: [REDACTED]
Mailing Address: 2057 Walnut St City: Macon State: GA Zip: 31220

- ☐ A certificate showing completion of an Alcohol Handler's training course taken within the last three years.
- ☐ An unexpired identification card issued by any U.S. State or The United States government, bearing a current photograph of the applicant.
- ☐ Current color photograph of applicant
- ☐ \$25 money order, cashier check, check or debit/credit (in office) Payable to Macon-Bibb County Tax Commissioner

CERTIFICATION

I certify that the information disclosed in this application is true and correct, and I agree to abide by, observe, and conduct business according to the rules and regulations prescribed by Macon-Bibb County, the acts of the Georgia General Assembly, and the State Department of Revenue.

Maryam Haseeb
Applicant's Signature

04-01-2024
Date

I hereby certify that Maryam Haseeb signed his/her name to the forgoing statement after stating to me under oath administered by me, that all statements and answers are true and correct.

This 1 day of April, 2024

Megan Foskey
Notary Public



March 21, 2027
My Commission Expires



Cheers Entertainment Services Bar Training

CERTIFICATE OF COMPLETION

Awarded To

MARYAM FATIMA HASEEB

Course Completion

MACON-BIBB ALCOHOL HANDLER'S PERMIT COURSE

Date: 2021-12-17

Serial No.

cert_gw765w5z



Download



Maryam Haseeb



AH000579

ALCOHOL HANDLER

EXP: 12/31/2024

STATE OF GEORGIA
2021
COUNTY OF Bibb

August 1st

Management Agreement Lease

This Management Agreement ("Agreement") made and entered into as of this 1st day of August 2021 by and between ("Owner" And Master Lessee) Jihad Alzokari and MF 786 LLC (Maryam F Haseeb) ("Manager") for the store located at 2057 Walnut Street Macon Georgia 31204 ("Premises") and more particularly known as Corner Grocery ("Business").

The owner and manager agreed that for the period of twenty four (24) Months Manager will run the store on this agreement operate the said business with full responsibilities as owner, pay all the taxes on time, and abide with all the rules and regulations of County and State.

In addition, Owner (Manager) will pay \$ 3000 as a Rent to the Landlord which will be due on or before the fifth (5th) of every month.

At the end of Agreement or anytime earlier as mutually agreed, Owner (Manager) will hand over the inventory to the Owner and clear all his obligations including, but not limited to, US express money order, Georgia lottery Corp., and EMC.

At the end of the initial months, this Agreement will be extended for another Twelve (12) months at the sole decision of the owner with different terms and conditions agreed by both parties.

Duties of Owner (Manager): Owner (Manager) agrees to take over all the responsibilities of order for the operation and management of the business and to maintain the goodwill and profitability of the business and to preserve the equipment, fixtures, premises, contract rights and other properties of the business, including, but not limited to, the proper performance of the following duties:

- a) Maintenance of the inventory and supplies of the business at proper levels and in good order and condition.
- b) Payment of all bills and debts of the business and collection of all accounts due to the business.
- c) Maintenance of adequate insurance on the business and its properties, including payment of all premiums, therefore.
- d) Routine maintenance, repair, and replacement of the fixtures and equipment of the business.
- e) Compliance with all obligations of Owner with respect to the contract supply Agreement with petroleum, LLC including maintaining all standards and maintain all necessary paperwork for the Underground storage Tanks ("UST") required by the State of Georgia.

- f) Owner (Manager) shall be responsible for filing and paying Federal and State Income Taxes with respect to the profits of the Business and shall be entitled to all deduction with respect thereto. Owner (Manager) shall be responsible for filing all returns and paying all Sales Taxes, Employment Taxes, License taxes and other Taxes with respect to the operation of the business as part of the cost of operation by the Owner (Manager). To the extent that any tax or license fee payable with respect to a period which overlaps the beginning or the end of this Agreement, such tax shall be prorated between the parties.
- g) Owner (Manager) shall strictly observe and shall ensure that all employees of the business observe all applicable laws and regulation pertaining to the operation of the Business including but not limited to, laws and regulation pertaining to alcoholic beverage sales, food stamps transactions and Department of Health and Agriculture regulations.

OWNER

Jihad Alzokari

Signature

Witness

Lessee

Maryam Fatima Haseeb

Signature

Witness

Agent Certification

The undersigned certify that the information contained in this application and accompanying documentation is true and correct, and that the Agent named herein has directorial authority over the operations of the business to be licensed. The undersigned further agree to abide by, observe, and conduct the licensed business according to all county ordinances and state laws and regulations in respect thereof, and understand that the Agent named herein may be held personally responsible for violations of County Alcohol Code committed by others at the Agent's direction, or with the Agent's knowledge.

Agent's Signature: _____

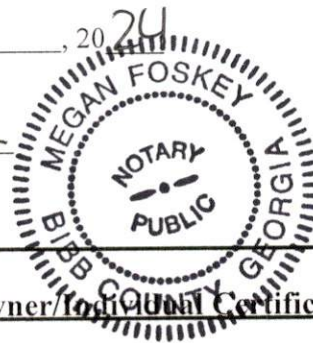
Date: _____

Business Name: _____

I hereby certify that Maryam Haseeb (Agent) signed his/her name to the forgoing statement after stating to me under oath administered by me, that all statements and answers are true and correct.

This 1 day of April, 2024

Megan Foskey
Notary Public



March 21, 2027
My Commission Expires

Owner/Individual Certification

I certify that the information disclosed in this application is true and correct, and I agree to abide by, observe, and conduct business according to the rules and regulations prescribed by Macon-Bibb County, the acts of the Georgia General Assembly, and the State Department of Revenue.

Individual/Owner's Signature: _____

Date: _____

(If different from Agent)

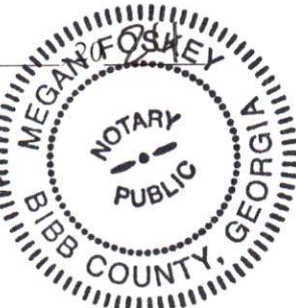
Title: _____

Business Name: _____

I hereby certify that Maryam Haseeb (Applicant) signed his/her name to the forgoing statement after stating to me under oath administered by me, that all statements and answers are true and correct.

This 1 day of April

Megan Foskey
Notary Public



March 21, 2027
My Commission Expires

PACKAGE TO GO BUSINESS TYPE IDENTIFICATION FORM
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Business Name: Corner Grocery (MF 286 LLC)

Business Address: 2057 Walnut St, Macon, GA, 31220

Instructions:

This form must be completed for each new license or renewal license application for locations selling beer or wine or both, but not distilled spirits, by the package to go.

If you are not selling alcohol by the package to go, or if you are selling distilled spirits by the package to go, simply check the last box on this form for "Exempt" and sign at the bottom.

If you are selling alcohol by the package to go, please read the definitions below and check the box next to the definition which best matches how the business is currently operated or expected to operate under this license. Any intentional failure to identify or misrepresentation on this form may be grounds for denial or revocation of any license issued to you.

Definitions:

☐ **Drugstore:** a retail store that provides assorted items including medical or healthcare supplies, that may also provide other items or services such as over-the-counter drugs; processed food and drink items; beauty products; small toys; or photo processing services; and that is licensed by the Georgia State Board of Pharmacy to operate a pharmacy.

☒ **Food Mart:** a retail store licensed by the Georgia Commissioner of Agriculture as a food sales establishment, which has a total retail floor space of less than 10,000 square feet, of which at least 85 percent is reserved for the sale of food and other nonalcoholic items, and which regularly sells, at a minimum and among other products the following items: at least four pounds each of five different types of fresh fruits or vegetables; four pounds of fresh, raw beef, chicken, or pork; four dozen fresh chicken eggs; four pounds of bread; and four gallons fresh cow's milk. Food Marts shall be required to maintain a food scale certified by the Georgia Department of Agriculture for the purpose of verifying compliance with this definition. Food Marts shall purchase food items for resale from lawful fresh food wholesalers, and shall be required to produce invoices reflecting the sources of food products sold upon demand by County officials. If an insufficient quantity of an item is present in the Food Mart, Macon-Bibb County may consider receipts or other evidence to determine whether a sufficient good faith effort was made to comply with the minimum item quantity requirements. The term "Food Mart" does not include Drugstores, Gas Stations, Grocery Stores, Small Box Discount Stores, Specialty Stores, or Vice Marts; provided that a Food Mart may or may not be licensed by the Georgia State Board of Pharmacy to operate a pharmacy.

☐ **Gas Station:** a Vice Mart that is also licensed by the Georgia Safety Fire Commissioner for the storage and sale of liquefied petroleum gas and that actually regularly sells liquefied petroleum gas.

☐ **Grocery Store:** a retail store licensed by the Georgia Commissioner of Agriculture as a food sales establishment, which has a total retail floor space of at least 10,000 square feet, of which at least 85 percent is reserved for the sale of food and other nonalcoholic items, and which sells, at a minimum and among other products at least ten different types of fresh fruits or vegetables; fresh, raw beef, chicken, or pork; fresh chicken eggs; bread; and fresh cow's milk. A Grocery Store may or may not be licensed by the Georgia State Board of Pharmacy to operate a pharmacy.

- ☐ **Small Box Discount Store:** a retail store that provides assorted, inexpensive items that are continuously offered at a discounted price that is usually under \$10 per item. These stores are commonly referred to by names such as “dollar stores,” “99 cent stores,” “five dollar stores,” “discount stores,” or “variety stores.” Products sold typically include processed food and drink items, personal hygiene products, office supplies and decorations. Retail floor space is typically less than 15,000 square feet.
- ☐ **Specialty Store:** a retail store that derives at least 50% of its annual gross sales from the sale of certain specialized classes or types of food or beverage products, or related accessories or non-food items. Such products are typically of a superior quality or more limited market availability than those general products commonly found in Grocery Stores. This includes brewpubs, malt beverage taprooms, and cocktail rooms. Other examples of Specialty Stores include, without limitation: (a) imported or luxury products; (b) products associated with a particular culture, global region, cuisine, or nationality; (c) products conforming to or supporting the dietary requirements of any sincerely held religious practice or belief; (d) restaurants; (e) organic, vegan, or natural products; (f) meats (e.g., butcher shops, delis, or seafood markets); (g) cheese or dairy products; (h) oils, seasonings, or spices; (i) growlers, craft beers, or wine; (j) breads or baked goods; (k) cigars; (l) honey or beeswax products; (m) products grown or produced within the State of Georgia or any particular location therein; or (n) any similarly specialized products or classes of products.
- ☐ **Vice Mart:** a retail store that provides assorted, inexpensive items for neighborhood residents or travelers, such as processed shelf-stable or refrigerated food and drink items; fountain and brewed drinks; handheld prepared food items; automotive items; tobacco products; family planning products; lottery products; gifts; over-the-counter medications; or similar items. Stores are typically designed for expediency – with customers typically buying few items per transaction and spending only a short time in the store. Retail floor space is typically less than 10,000 square feet.
- ☐ **Other Small Box Retail Store:** a retail store that meets each of the following criteria:
1. the store has a total retail floor space of less than 15,000 square feet; 2. the store does not meet the definition of Drug Store, Food Mart, Gas Station, Grocery Store, Small Box Discount Store, Specialty Store, or Vice Mart; and 3. the store is not licensed or applying for a license for the sale of distilled spirits by the package to go.
- ☐ **Other/None of the Above/Distilled Spirits/Exempt:** Check this box if none of the above definitions apply to your store, or if you are not licensed or applying for a license to sell only beer or wine or both by the package to go.


Applicant/Agent Signature

04-01-2024
Date

SECURITY CAMERA COMPLIANCE VERIFICATION
--

Instructions:

This form must be completed for each new license application for locations selling alcohol by the package to go or operating as a bar or nightclub.

Pursuant to Sec. 4-1 of the Macon-Bibb County Code of Ordinances,

1. Bar shall mean any business that derives 75 percent or more total annual gross revenue from the sale of alcoholic beverages for consumption on the premises, in accordance with O.C.G.A. § 3-1-2;
2. Nightclub shall mean any business which:
 - Directly or indirectly charges patrons for admission;
 - Is licensed under this Chapter for the sale of alcoholic beverages for consumption on premises;
 - Provides entertainment using amplified sound, including, without limitation, the playing of pre-recorded music through amplified sound by a DJ or emcee or similar person; the playing of live analog, electronic, or digital musical instruments; the presentation of live human speech or dialogue through amplified sound; or any combination of the above;
 - Which does not provide a number of seats suitable for the viewing of such entertainment greater than or equal to the number of patrons present; and
 - Which does not earn at least fifty percent of its annual gross revenues from the sale of prepared meals or the letting of rooms for overnight stay.

If you are selling alcohol by the package to go or operating a bar or nightclub you must:

1. *install security cameras in your business that meet the requirements below;*
2. *call the Code Enforcement Department Office at 478-803-0470 to schedule an appointment to have an inspection of the security camera system;*
3. *show the inspector that the security camera system meets the requirements below; and*
4. *have the inspector sign this form approving the security camera system.*

If you are not operating as a bar or nightclub or selling alcohol by the package to go, simply check the box on this form for "Exempt" and sign at the bottom.

Pursuant to Sec. 4-40 of the Macon-Bibb County Code of Ordinances,

1. Any establishment selling alcoholic beverages by the package to go must install security cameras, which are, at a minimum, of sufficient quantity, quality, and positioning so as to capture the face and clothing of any person entering into the establishment through any public entrance; or making any purchase from the establishment.
2. Any establishment licensed to sell any alcoholic beverage for consumption on premises, which is operating as a bar or nightclub, is hereby required to install security cameras, which must, at a minimum, be of sufficient quantity, quality, and positioning so as to capture the face and clothing of persons entering into said establishment through any public entrance.

Security Camera Compliance Verification Form
Rev. March 2021
Page 1 of 2

thereof; standing outside of the establishment but within fifty feet of any entrance to said establishment; making any purchase from a fixed point of sale within said establishment; or standing within any dance floor or similar area designated within said establishment.

3. A digital security camera system shall be deemed to be "of sufficient quality" of and only if each camera required under this Section meets the following criteria:
 - It is capable of producing an image with a 1080p High Definition (1920 x 1080 pixels) resolution or greater at a minimum frame rate of 15 frames per second;
 - It is maintained in a state of being free of dust or debris that would interfere with the quality of the image being produced; and
 - It is capable of operating in the actual interior or exterior lighting conditions that are present during all operations and times of operation for the establishment, and of producing a clear image of the face and clothing of the persons described in this Section in all such lighting conditions.
4. Such cameras meeting the requirements of this Section must be capable of producing a retrievable image on film, tape, or other suitable digital format that can be made a permanent record and that can be enlarged through projection or other means. Cameras meeting the requirements of this Section shall be maintained in proper working order at all times and shall be subject to periodic inspection by the Sheriff.
5. Establishments required under this Section to install security cameras shall maintain all video images captured thereby for a period of at least thirty days from the date of image capture.
6. The failure to have or maintain security cameras in good working condition, with sufficient backup storage as to permit the retrieval of images as required by this Section shall be a violation of this Section and shall be punishable in accordance with the general provisions of Section 1-6 of this Code, as well as by any adverse action against the alcohol licensure of such business, up to and including the revocation or denial of all existing alcohol licenses held by such licensee.

Business Name: Corner Grocery (MF 786 LLC)
Business Address: 2057 Walnut Street, Macon, GA 31220

I hereby certify that on this date, I have inspected the security camera and image retrieval system located at the above business and found it to be in compliance with the requirements of Sec. 4-40 of the Macon-Bibb County Code of Ordinances, as stated hereon.

[Signature]
 Code Enforcement Department Designee

3/29/2024
 Date

☐ **Exempt:** Check this box if you are not licensed, not applying for package to go license, or not operating as a bar or nightclub.

[Signature]
 Applicant/Agent Signature

04-01-2024
 Date

Applicant Privacy Rights Notification Signature Form

Applicant Notification and Record Challenge:

Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. The procedure for obtaining a change, correction or updating an FBI identification record is set forth in Title 28 Code of Federal Regulations 16.34.

Procedures for obtaining a copy of the FBI criminal history record are set forth in 28 CFR 16.30 – 16.33 or go to the FBI website at <http://fbi.gov/about-us/cjis/background-checks>.



Signature

Maryam F Haseeb

Print Name

04-01-2024

Date



Alcohol License Questionnaire

Name of Business: Corner Grocery
Owner's Name: Maryam F Haseeb
Address: 2057 Walnut Street
Macon, GA, 31204

1. Do you own or are you leasing your business location? Own Lease
2. If you purchased the building, what was the final sale price as reflected in public records? \$ _____
3. If you are leasing the building, what relation, if any, is there between the building owner and the owner(s) of your business?
- Please circle one: Relation, see below No Relation
-
4. If you are leasing the building, will your landlord be involved in the day to day business operations? Yes No
5. Was the previous operator at this location in any legal or regulatory trouble with local government, state government, law enforcement, or the Georgia lottery in the year prior to the transfer to your business? Yes No
6. Will the previous operator or any family member of the previous operator remain involved in the day to day business operations? Yes No
7. Was the sale of the building, business, or lease an "arms length" or "fair market value" transaction? Yes No

M. Haseeb
Signature

Maryam F Haseeb
Print Name

04-01-2024
Date

ARMED SECURITY PERSONNEL REQUIRED TRAINING COMPLIANCE FORM

Instructions:

This form must be completed by any bar or nightclub operating with an alcohol license which allows or requires security personnel to carry firearms while working. The form shall be submitted upon applying or renewing any license to sell alcohol on the premises. This form is not required for businesses employing certified peace officers in good standing with the Georgia Peace Officer Standards and Training Counsel. Applicants applying for special events which employ armed security personnel are required to submit this form.

Pursuant to the licensing requirements of Sec. 4-550 of the Macon-Bibb County Code of Ordinances, attach the following documentation to this form prior to submission:

1. A copy of the applicant's valid private security business license, issued by the Georgia Board of Private Detective and Security Agencies.
2. A list containing the names and dates of birth of all persons who will be working as armed security personnel at the applicant's place of business or special event location. Use the attached form.

NOTE: IT IS A VIOLATION TO ALLOW ANY PERSON NOT LISTED TO WORK AS AN ARMED SECURITY PERSONNEL WITHOUT FIRST SUBMITTING AN UPDATED COPY OF THIS FORM TO THE TAX COMMISSIONER'S OFFICE. PENALTIES FOR VIOLATING THIS RULE MAY INCLUDE THE LOSS OF YOUR ALCOHOL LICENSES.

3. A copy of a valid private security license from the Georgia Board of Private Detective and Security Agencies for each person named who will be working as armed security personnel at the applicant's place of business or special event location.

If you are not operating as a bar or nightclub with armed security personnel, simply check the box on this form for "Exempt" and sign at the bottom.

Business Name: Corner Grocery (MF 786 LLC)

Business Address: 2057 Walnut St, Macon GA 31204

- ☐ **Exempt:** Check this box if you certify that you will not hire any armed security personnel, or that you are not operating as a bar or nightclub.

Does your business derive 75% or more total annual gross revenue from the sale of alcoholic beverages for consumption on the premises? ☐ YES ☒ NO

mfalmer
Applicant/Agent Signature

04-01-2024
Date

Macon-Bibb County

Certificate of Good Standing

1. Name and Title of the applicant: Maryam F Hareb Owner
2. Name of the subject of this Certificate, if different from the applicant: _____
3. Benefit or privilege for which the applicant is applying (mark one):

☐ Building Permit	☐ Plat Approval	☐ Building Inspection Report	☐ Certificate of Occupancy
☐ Alcohol License (Any)	☐ Privilege License (Any other than alcohol)	☐ Political Appointment	☐ Competitive Contract Bid or Proposal
☐ Non-Competitive Contract over \$50,000	☐ Registering to Bid on Real Property	☐ Other: _____	

4. If the subject is an individual or sole proprietorship, then list all business entities in which the subject has a direct or indirect ownership interest of 25% or more, or legal control over. If the subject is an entity, then list all individuals who have a direct or indirect ownership interest of 25% or more in the subject entity, or who exercise legal control of the entity. Use additional sheets if needed.

1 Corner Grocery 2057 Walnut Street Macon GA

2 Family Food Mart 605 Pio Nono Ave Macon GA

5. I, the undersigned, do hereby swear or affirm that the information contained in this Certificate is true and complete to the best of my available knowledge. I further swear or affirm that, as of today, none of the individuals or entities listed in this Certificate are more than 90 days delinquent on the payment of any ad valorem property taxes due to the Macon-Bibb County Government. I understand that giving false, incomplete, or inaccurate information on this Certificate may result in the denial of any privilege the applicant is applying for, as well as the revocation of any privilege previously granted by Macon-Bibb County, and may constitute the crimes of false writing or false swearing, which carry a penalty of up to five years in prison and up to a \$1,000 fine.

Maryam F Hareb
Print and Sign Name

M. Hareb

Sworn to and subscribed before me this
1 day of April, 2024.

Megan Foskey
Notary Public
My Commission Expires: 3/21/27



Macon-Bibb County Certificate of Good Standing

1. Name and Title of the applicant: Wade Dugger Property owner
2. Name of the subject of this Certificate, if different from the applicant:
Corner Cursey 2057 Walnut St, Macon, GA
3. Benefit or privilege for which the applicant is applying (mark one):

☐ Building Permit	☐ Plat Approval	☐ Building Inspection Report	☐ Certificate of Occupancy
☐ Alcohol License (Any)	☐ Privilege License (Any other than alcohol)	☐ Political Appointment	☐ Competitive Contract Bid or Proposal
☐ Non-Competitive Contract over \$50,000	☐ Registering to Bid on Real Property	☐ Other: _____	

4. If the subject is an individual or sole proprietorship, then list all business entities in which the subject has a direct or indirect ownership interest of 25% or more, or legal control over. If the subject is an entity, then list all individuals who have a direct or indirect ownership interest of 25% or more in the subject entity, or who exercise legal control of the entity. Use additional sheets if needed.
- _____
- _____
- _____

5. I, the undersigned, do hereby swear or affirm that the information contained in this Certificate is true and complete to the best of my available knowledge. I further swear or affirm that, as of today, none of the individuals or entities listed in this Certificate are more than 90 days delinquent on the payment of any ad valorem property taxes due to the Macon-Bibb County Government. I understand that giving false, incomplete, or inaccurate information on this Certificate may result in the denial of any privilege the applicant is applying for, as well as the revocation of any privilege previously granted by Macon-Bibb County, and may constitute the crimes of false writing or false swearing, which carry a penalty of up to five years in prison and up to a \$1,000 fine.

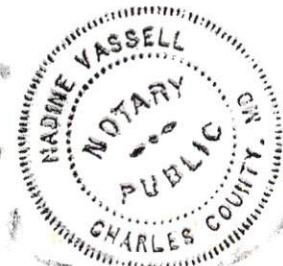
Wade Dugger Wade Dugger
Print and Sign Name

Sworn to and subscribed before me this
1st day of April, 2024.

Nadine Vassell
Notary Public

My Commission Expires:

NADINE VASSELL
NOTARY PUBLIC STATE OF MARYLAND
My Commission Expires August 14, 2024





Tax Commissioner's Office
188 Third Street
Macon, GA 31201

Review Form

The attached application is a petition to Macon-Bibb County for an Alcoholic Beverage License.

The following required documents are included in the application:

- ☐ Signature form
- ☐ BSO Recommendation letter
- ☐ Proof of Planning and Zoning compliance
- ☐ Affidavit from the Macon-Bibb County Engineer's Department
- ☐ Affidavit from the Macon Telegraph Newspaper

Legal Review 6/4/2024(Date)  (Initials)

Comments

After review, legal recommends denial. Business self-identifies as a food mart. However, upon inspection by Code Enforcement, business did not have the required fresh food to be considered a food mart. Business is currently operating as a vicemart.

Initials

 Stephanie Freeman, Administrative Office Specialist

ADDED TO THE MAY 7, 2024 PRE-COMMISSION AGENDA



Tax Commissioner's Office
188 Third Street, Macon, Georgia 31201
Mail to: Tax Commissioner's Office
PO Box 4503
Macon, GA 31208-4503

License Fees are Prorated by Month that Completed Application is Submitted

LICENSE FEES (Check All That Apply)

☐ *Distilled Spirits Packaged to Go	\$2,900	☐ *Malt Packaged to Go	\$800	☐ Wine Packaged to Go	\$700
☒ *Distilled Spirits C.O.P.	\$2,900	☒ *Malt C.O.P.	\$800	☒ Wine *C.O.P.	\$700
☐ *Distilled Spirits Wholesaler	\$3,600	☐ *Malt Wholesaler	\$1,000	☐ Wine Wholesaler	\$800
☐ *Distilled Spirits Manufacturers	\$4,300	☐ *Malt Manufacturer	\$2,500	☐ Wine Manufacturer	\$1,700
☐ Brewpub	\$2,500	☐ Out-of-Town Wholesaler	\$100	☐ Brown Bag	\$0
☐ Malt Beverage Taproom	\$2,500	☐ Cocktail Room	\$2,500	☐ Alcohol Beverage Caterer	\$600
				☐ Temporary Alcohol License	\$100
*Distilled Spirits (Liquor)		*Malt (Beer)		*C.O.P. (Consumed on Premise)	

A BUSINESS LICENSE IS REQUIRED BEFORE AN ALCOHOL LICENSE MAY BE ISSUED.

\$ 4400 Alcohol License Fees + \$400 Application Fee = Total \$ 4800

Agent Information

1. Agent/Owner(s) must complete and sign the Name-Based Criminal History Record Information Consent Form.
2. Provide an Unexpired Identification Card issued by Any U.S. State or United States government, bearing a current photograph of the applicant.
3. Agent/Owner(s) Must be Fingerprinted once application & fees are completed and paid unless such individuals currently hold one or more categories of alcohol license(s) in goodstanding.
4. Proof of Alcohol Handler's Permit from Agent and Owners.
5. Complete (S.A.V.E.) Systematic Alien Verification for Entitlements O.C.G.A. § 50-36-1 (e) (2) Affidavit.

Location/Business Information

6. Affidavit of Intent to Sale Alcohol from the Macon Telegraph Newspaper.
7. If any business entity other than Sole Ownership...Must submit a copy of the GA Secretary of State's Business information Record.
8. If NON-PROFIT entity...Proof of Non-Profit Status.
9. Planning and Zoning Compliance Form.
10. Original Affidavit from the Macon-Bibb County Engineer's Department.
11. A legal description (Lease/Deed/etc.) of the property upon which premises are located.

Business Continuation

12. Please provide a list of the current, valid licenses issued to the named business; A record showing that all business license fees owed on the existing business have been fully paid, or a receipt showing payment thereof.
13. A statement, signed by the applicant, swearing, or affirming that the applicant has recently purchased the named business, or has a bona fide expectation of purchasing the named business soon; and
14. A record showing that all property taxes to date owned on the property have been fully paid, or a receipt showing payment thereof.

Rev.08/2023

Select One: X New Business Change of location Change of Business

BUSINESS

Federal Tax ID #: 93-3783313 State Tax ID #: 20291429521
 Business Name: Sunday Enterprises LLC Corporate and Trade Name: AP's Hidden Hideaway
 Local Business Address: 4274 Broadway Macon GA 31206-1854
 (P.O. Box Not Allowed) City State Zip
 Mailing Address: 1389 Schley St Macon GA 31206
 (City State Zip)
 Local Business Phone #: (478) 781 5656 Email Address: pamela1226 Sellers@gmail.com
 Contact Person: Pamela Sellers Contact Phone #: [REDACTED]

AGENT

Agent's Name: Pamela L. Sellers Agent's Title: managing member
 Date of Birth: [REDACTED] Social Security Number: [REDACTED]
 Home Address: 1389 Schley St City: Macon State: GA Zip: 31206
 Home Phone #: [REDACTED] Email: pamela1226 Sellers@gmail.com
 Mailing Address: 1389 Schley St City: Macon State: GA Zip: 31206

INDIVIDUAL/OWNER INFORMATION

Will the Agent named above also serve as the Applicant of this license? ☒ Yes ☐ No If no, complete the following:

Owner/Individual's Name: _____ Title: _____
 Home Address: _____ City: _____ State: _____ Zip: _____
 Home Phone #: _____ Email: _____
 Mailing Address: _____ City: _____ State: _____ Zip: _____

Rev. 08/23

Name-Based Criminal History Record Information Consent/Inquiry Form

I hereby give consent for the **Bibb County Sheriff's Office** to conduct an inquiry and receive any Georgia criminal history record information pertaining to me, which may be contained in the files of any state or local criminal justice agency in Georgia.

Full Name (print): <u>Pamela Lee Sellers</u>			
Home Address: <u>1389 Schley St. Macon Ga 31204</u>			
Sex	Race	Date of Birth	Social Security Number
<u>Female</u>	<u>white</u>		



This authorization is valid for 90/180/ (circle one) days from date of signature.



I, Pamela L Sellers, give consent to the above name to perform periodic criminal history background checks for the duration of my employment with this company.

Pamela L. Sellers
Signature

11/5/23
Date

DR. LIC

Include a copy of your valid State/Government issued identification

Date of Inquiry: _____ Time of Inquiry: _____ Operator's Initials: _____

Purpose Code used: (check one)

	Employment (E) – Provides Georgia Criminal History Record Information
	Employment with Mentally Disabled (M) – Provides Georgia Criminal History Record Information
	Employment with Elder Care (N) - Provides Georgia Criminal History Record Information
	Employment with Children (W) - Provides Georgia Criminal History Record Information
	Public Records (P) – Provides Georgia <i>Felony Convictions</i> Only

The inquiry resulted in the following: (check all that apply)

	No Georgia CHRI results available.
	Georgia CHRI attached/released

	No NCIC/GCIC Warrant results available.
	Possible NCIC/GCIC Warrant. Contact Agency listed below.
Wanting Agency Name: _____	
Agency Telephone: _____	

Agency Designee Signature and Title

Date

MACON-BIBB COUNTY, GEORGIA
(S.A.V.E.) SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS
O.C.G.A. § 50-36-1 (e) (2) Affidavit

By executing this affidavit under oath, as an applicant for a Macon-Bibb County, Georgia, Occupation Tax Certificate, Alcohol License, or other public benefit as referenced in O.C.G.A. § 50-36-1; the undersigned applicant verifies one of the following with respect to my application for a public benefit:

- 1) X I am a United States citizen 18 years of age or older. Please submit a copy of your current Secure and Verifiable Document(s) such as driver's license, passport, or document as indicated on the attached list.
- 2) _____ I am not a United States citizen, but I am a legal permanent resident of the United States 18 years of age or older, or I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older with an alien number issued by the Department of Homeland Security or other federal immigration agency. Please submit a copy of your current immigration document(s) which includes either your Alien number or your I-94 number and, if needed, SEVIS number.

Please check only one option above and submit the required documents with your application.
Please note that the failure to do so will result in a processing delay.

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

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

Business Name: Sunday Enterprises LLC DBA AP's Hidden
Hideaway

Printed Name of Applicant: Pamela Lee Sellers

*Signature of Applicant: Pamela L. Sellers

SUBSCRIBED AND SWORN BEFORE ME ON

THIS 31 DAY OF October, 2023.

NOTARY PUBLIC

9-17-24
MY COMMISSION EXPIRES



MEASUREMENT FORM

Retail Sales of Distilled Spirits for Consumption on the Premises
Macon-Bibb County Code Chapter 4, Alcoholic Beverages

APPLICANT: PAMELA L. SELLERS
PROPOSED LICENSE: BEER, WINE, AND LIQUOR CONSUMED ON PREMISES
BUSINESS LOCATION: 4274 BROADWAY
BUSINESS NAME: AP'S HIDDEN HIDEAWAY (NEW SUNDAY
ENTERPRISES 2024)

To Be Completed by County Engineer

1. Nearest property line of the place of business to the nearest property line of a state or county owned and operated alcoholic treatment center, or housing authority property measured and found to be more than 300 ft (4-142)

☒ Comply ☐ Does not comply

Licenses for a private club or for a bona fide restaurant, hotel or motel or other bona fide food service establishment is exempt.

2. We are unable to determine if this is a bona fide restaurant or bona fide food service establishment that qualifies for the exceptions or exemptions.

☐ Yes ☐ No ☒ Not Applicable

By: F. Charles Brooks
F. Charles Brooks - Macon-Bibb County Engineer

Date: 12-5-2023

It is respectfully requested that forms be returned no later than Friday of each week for use by the County Commissioner's Office

CONSUMPTION ON PREMISES

(Bar or Restaurant)

BEER, WINE & LIQUOR

Or

BEER & WINE

300' from nearest PL to property line of Alcohol Treatment Center or MHA project.

AP's Hidden Hideaway

#4274 Broadway

22,800' — ALCOHOLIC TREATMENT CENTER property line

River Edge - Emery Hwy.

4,700' — MHA housing unit property line

Pendleton Homes

JCD.

OK!

Paul J. Hornowski

December 5, 2023



The Beaufort Gazette
The Belleville News-Democrat
Bellingham Herald
Centre Daily Times
Sun Herald
Idaho Statesman
Bradenton Herald
The Charlotte Observer
The State
Ledger-Enquirer

Durham | The Herald-Sun
Fort Worth Star-Telegram
The Fresno Bee
The Island Packet
The Kansas City Star
Lexington Herald-Leader
The Telegraph - Macon
Merced Sun-Star
Miami Herald
El Nuevo Herald

The Modesto Bee
The Sun News - Myrtle Beach
Raleigh News & Observer
Rock Hill | The Herald
The Sacramento Bee
San Luis Obispo Tribune
Tacoma | The News Tribune
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The Olympian

AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Amount	Cols	Depth
135590	497430	Print Legal Ad-IPL01508850 - IPL0150885		\$46.36	1	28 L

Attention: Mr. PAMELA SELLERS
SUNDAYS ENTERPRISE

GEORGIA, BIBB COUNTY

NOTICE OF INTENT TO FILE RE-
QUEST FOR beer, wine, liquor

Pursuant to the ordinance adopted by the Macon-Bibb County Commission, dated December 4, 2018, as now or hereafter amended, notice is hereby given that on or after the December 19, 2023, the undersigned will apply to said Macon-Bibb County Commission for the above-described license(s) at an establishment known as Sunday Enterprise LLC, 4274 Broadway Macon, Ga 31206. The public is invited to comment on the proposed license by submitting comments in writing to Macon-Bibb County Tax Commissioner's Office. Attn: Alcohol License Comments, 188 Third Street, Macon, GA 31201 within fourteen days of the date shown below.

This December 6, 2023. Pamela Sellers, Applicant
IPL0150885
Dec 7, 14 2023

To Whom It May Concern:

This is to certify the legal advertisement in the above stated case was published in The Telegraph legal section on:

2 insertion(s) published on:

12/07/23, 12/14/23

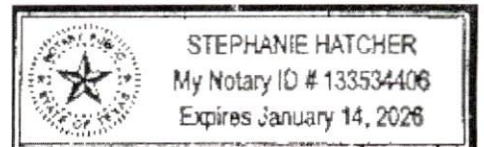
By placing your legal organ advertisement with this newspaper, you agree that your sole remedy if the newspaper should make a mistake in the text or the timing of publication of your advertisement is a refund of the cost you paid for the advertisement or re-advertisement at no additional cost to you.

Willmenta Sellers

Sworn to and subscribed before me this 15th day of April in the year of 2024

Stephanie Hatcher

Notary Public in and for the state of Texas, residing in Dallas County



Extra charge for lost or duplicate affidavits.
Legal document please do not destroy!



MACON-BIBB COUNTY
Planning & Zoning

Macon-Bibb Planning & Zoning Commission
Terminal Station | 200 Cherry Street, Suite 301
Macon, Georgia 31201 | MBPZ.org

Zoning Compliance

PERMIT NO: ZC-2023-2843	PERMIT TYPE: Permitted Use	DATE OF ISSUE: 04/15/2024
ISSUED TO NAME:	Pamela Lee Sellers Sunday Enterprises LLC dba AP's Hidden Hideaway	
PROPERTY OWNER'S NAME:	PADGETT ALICE	
PROPOSED USE:	Change of ownership change of ownership	
ADDRESS OF PROPOSED USE:	4274 BROADWAY	
NEW CONSTRUCTION:	No	
MAP/PARCEL:	P102-0205	ZONING DISTRICT: M-1

PERMIT ISSUED SUBJECT TO THE FOLLOWING CONDITIONS

As per application, approval is granted to change the ownership of an existing night club with restaurant/ bar and grill. Alcohol will be served and consumed on premise. This location will operate from 6am to 8pm on Monday through Thursday, from 5pm to 2am on Friday and Saturday and 11am to 7pm on Sunday. The business will employ approximately 2 to 10 employees and provides parking on site. They plan to have live performances on Fridays, Saturdays and Sundays. These performances must comply with the Code of Ordinance of Macon-Bibb County as well as the Comprehensive Land Development Resolution for Macon-Bibb Planning and Zoning. No signage authorized by this permit; signage shall require a separate zoning permit. Please review the NOTICE information below for additional instruction.

NOTE: THIS PERMIT IS NULL & VOID IF CONSTRUCTION OR USE HAS NOT BEGUN BY 04/15/2025

APPROVED BY: Butch Sementilli

NOTICE

This permit or certificate of appropriateness necessary to allow construction or other work on land or a structure shall be displayed at the site of and during such construction or work. Where a use requires a business license, this zoning permit must be displayed on the premises together with the business license. This permit is issued subject to the rules and regulations of the Macon-Bibb County Health Department, the Macon-Bibb County Engineering Department, the Macon-Bibb County Fire Department, the Macon-Bibb County Traffic Engineering Department, the Macon Water Authority, the Office of Building and Fire Safety, and any other governmental agency whose regulations may be applicable. All construction or use relating to this permit must strictly comply with site plans submitted to the Macon-Bibb County Planning and Zoning Commission. Permits are specific to the property for which the permit is issued as well as the person to whom it is issued. Other than permits for single family homes or duplexes, any change in the person engaging in the use allowed by such permit shall require that the new person engaging in such use file a change of ownership form with the Commission, provided that change of ownership forms shall not be required for variances or certificates of appropriateness. The new holder of any permit shall be subject to all conditions attached to the original permit.

Control Number : 23209716

STATE OF GEORGIA

Secretary of State

Corporations Division

313 West Tower

2 Martin Luther King, Jr. Dr.

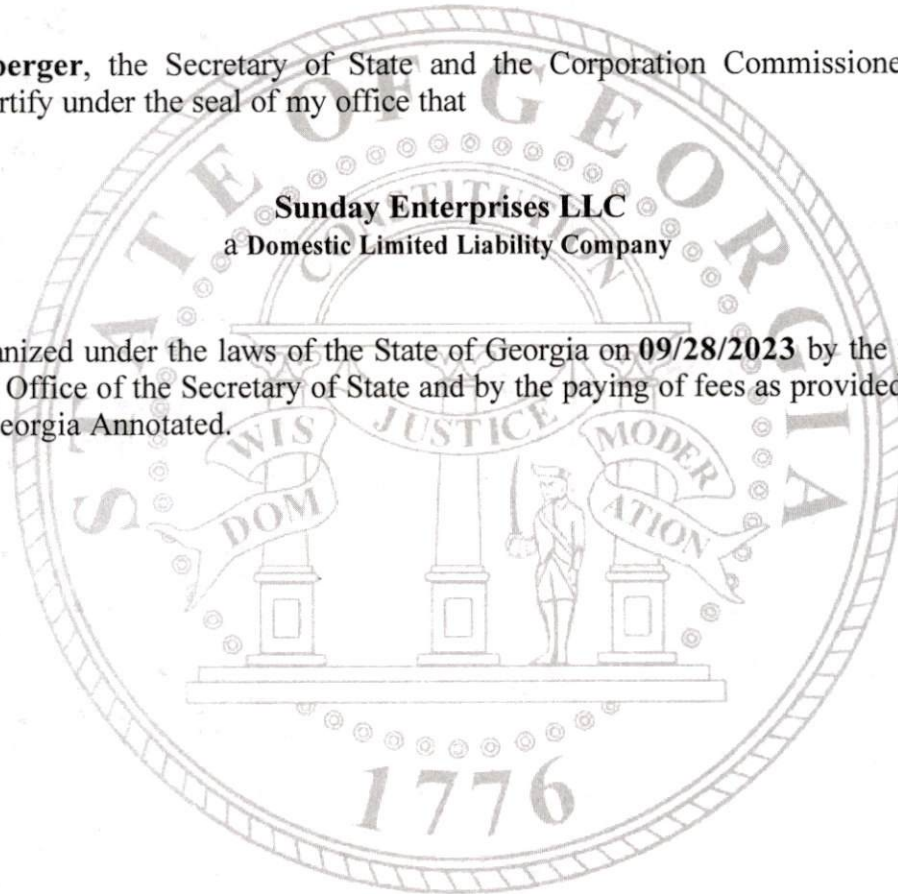
Atlanta, Georgia 30334-1530

CERTIFICATE OF ORGANIZATION

I, **Brad Raffensperger**, the Secretary of State and the Corporation Commissioner of the State of Georgia, hereby certify under the seal of my office that

Sunday Enterprises LLC
a Domestic Limited Liability Company

has been duly organized under the laws of the State of Georgia on **09/28/2023** by the filing of articles of organization in the Office of the Secretary of State and by the paying of fees as provided by Title 14 of the Official Code of Georgia Annotated.



WITNESS my hand and official seal in the City of Atlanta
and the State of Georgia on **10/05/2023**.

Brad Raffensperger

Brad Raffensperger
Secretary of State



ARTICLES OF ORGANIZATION

Electronically Filed

Secretary of State

Filing Date: 9/28/2023 12:48:33 PM

BUSINESS INFORMATION

CONTROL NUMBER	23209716
BUSINESS NAME	Sunday Enterprises LLC
BUSINESS TYPE	Domestic Limited Liability Company
EFFECTIVE DATE	09/28/2023

PRINCIPAL OFFICE ADDRESS

ADDRESS	1389 Schley St, Macon, GA, 31206, USA
----------------	---------------------------------------

REGISTERED AGENT

NAME	ADDRESS	COUNTY
Pamela L Sellers	1389 Schley St, Macon, GA, 31206, USA	Bibb

ORGANIZER(S)

NAME	TITLE	ADDRESS
Pamela L Sellers	ORGANIZER	1389 Schley St, Macon, GA, 31206, USA

OPTIONAL PROVISIONS

N/A

AUTHORIZER INFORMATION

AUTHORIZER SIGNATURE	Pamela L Sellers
AUTHORIZER TITLE	Organizer



GEORGIA CORPORATIONS DIVISION

GEORGIA SECRETARY OF STATE
BRAD RAFFENSPERGER

[HOME \(/\)](#)

BUSINESS SEARCH

BUSINESS INFORMATION

Business Name:	Sunday Enterprises LLC	Control Number:	23209716
Business Type:	Domestic Limited Liability Company	Business Status:	Active/Owes Current Year AR
NAICS Code:	Accommodation and Food Services	NAICS Sub Code:	Drinking Places (Alcoholic Beverages)
Principal Office Address:	1389 Schley St, Macon, GA, 31206, USA	Date of Formation / Registration Date:	9/28/2023
State of Formation:	Georgia	Last Annual Registration Year:	NONE

REGISTERED AGENT INFORMATION

Registered Agent Name: **Pamela L Sellers**
Physical Address: **1389 Schley St, Macon, GA, 31206, USA**
County: **Bibb**

[Back](#)

[Filing History](#)

[Name History](#)

[Return to Business Search](#)

Office of the Georgia Secretary of State Attn: 2 MLK, Jr. Dr. Suite 313, Floyd West Tower Atlanta, GA 30334-1530,
Phone: (404) 656-2817 Toll-free: (844) 753-7825, WEBSITE: <https://sos.ga.gov/>

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[Report a Problem?](#)

Ownership Disclosure Form

A separate copy of this form must be completed for each individual who has a disclosable interest in the business.

Business:

Trade Name: AP's Hidden Hideaway Name of Corporation: Sunday Enterprises LLC

If publicly traded, Stock Symbol and Name of one Listing Exchange: N/A

Individual:

Name and Title: Pamela L Sellers Telephone Number: [REDACTED]

Date of Birth: [REDACTED] Social Security Number: [REDACTED]

Residential Street Address: 1389 Schley St Macon GA 31206

Mailing Address: 1389 Schley St Macon GA 31206

Type of Entity and Business Interest:

Please check appropriate description and complete as required.

- ☐ Sole Proprietorship
- ☐ General Partnership
 - ☐ General Partner holding ___% of all outstanding general partnership interests.
- ☐ Limited Partnership (LP)
 - ☐ General Partner holding ___% of all outstanding general partnership interests.
 - ☐ Limited Partner holding ___% of all outstanding general partnership interests.
- ☐ Limited Liability Partnership (LLP)
 - ☐ General Partner holding ___% of all outstanding general partnership interests.
- ☐ Limited Liability Limited Partnership (LLLLP)
 - ☐ General Partner holding ___% of all outstanding general partnership interests.
 - ☐ Limited Partner holding ___% of all outstanding general partnership interests.
- ☐ Limited Liability Company (LLC)
 - ☒ Managing Member, Total number of Managing Members: 1
 - ☐ Member holdings 100% of all outstanding membership interests
- ☐ Privately Held Corp./Company
 - ☐ Corporate Officer: Yes ___ No ___
 - ☐ Shareholder holding ___% of all outstanding ownership interests.
- ☐ Publicly Traded Company
 - ☐ Corporate Officer: Yes ___ No ___
- ☐ Other
 - ☐ Other person exercising operational authority over the entity: _____



TAX COMMISSIONER'S OFFICE
188 Third Street
Macon, Georgia 31201

Alcohol Handler's Beverage License Application

APPLICANT

First Name: Pamela Last Name: Sellers
 Home Address: 1389 Schley St City: Macon State: GA Zip: 31206
 Home Phone #: [REDACTED] Email: pamela1226 Sellers@gmail.com
 Date of Birth: [REDACTED] Social Security Number: [REDACTED]
 Mailing Address: 1389 Schley St City: Macon State: GA Zip: 31206

- ☐ A certificate showing completion of an Alcohol Handler's training course taken within the last three years.
- ☐ An unexpired identification card issued by any U.S. State or The United States government, bearing a current photograph of the applicant.
- ☐ Current Color photograph of applicant
- ☐ \$25 cash, money order, check or debit/credit card payable to Macon-Bibb County Tax Commissioner

CERTIFICATION

I certify that the information disclosed in this application is true and correct, and I agree to abide by, observe, and conduct business according to the rules and regulations prescribed by Macon-Bibb County, the acts of the Georgia General Assembly, and the State Department of Revenue.

Pamela L. Sellers
 Applicant's Signature

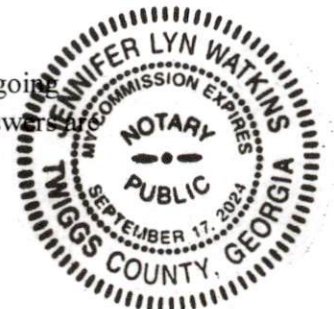
10/31/2023
 Date

I hereby certify that Pamela L. Sellers signed his/her name to the foregoing statement after stating to me under oath administered by me, that all statements and answers are true and correct.

This 31 day of October, 2023

[Signature]
 NOTARY PUBLIC

9-17-24
 MY COMMISSION EXPIRES





Cheers Entertainment Services Bar Training
CERTIFICATE OF COMPLETION

Awarded To

PAMELA LEE SELLERS

Course Completion

RENEW MACON-BIBB ALCOHOL HANDLER'S PERMIT COURSE

Date: 2022-11-08

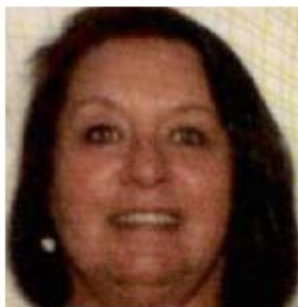
Serial No.

cert_0xfh85dc





Pamela Sellers



AH001142

ALCOHOL HANDLER

EXP: 12/31/2024

GEORGIA COMMERCIAL LEASE

This Lease Agreement made the 4 day of December, 2023, by and between Aubrey Patten [name of lessor], of 4274 Broadway Macon [street address], State of Georgia, hereinafter referred to as "Lessor", and Daneta Sellers [name of lessee], of 1389 Schley Drive [street address], State of Georgia, hereinafter referred to as "Lessee", collectively referred to herein as the "Parties", agree as follows:

1. **DESCRIPTION OF LEASED PREMISES:** The Lessor agrees to lease to the Lessee the following described 2800 square feet (SF) of [type of space] located at 4274 Broadway Macon [street address], State of Georgia.

Additional Description: _____

Hereinafter known as the "Premises".

2. **USE OF LEASED PREMISES:** The Lessor is leasing the Premises to the Lessee and the Lessee is hereby agreeing to lease the Premises for the following use and purpose:

Bar/Grill

Any change in use or purpose the Premises other than as described above shall be upon prior written consent of Lessor only.

3. **TERM OF LEASE:** The term of this Lease shall be for a period of 25 year(s) _____ month(s) commencing on the 4th day of December, 2023 and expiring at Midnight on the 4th day of December, 2048. ("Initial Term")

4. **BASE RENT:** The net monthly payment shall be _____ dollars (\$ 10.00), payable monthly with the first payment due upon the commencement of the Lease and each monthly installment payable thereafter on the 4th day of each month. Said net monthly payment is-hereafter referred to as the "Base Rent". Rent for any period during the term hereon, which is for less than 1 month shall be a pro-rata portion of the monthly rent.

5. **OPTION TO RENEW:** (Check One)

☐ - Lessee may not renew the Lease.

24. **AMENDMENT:** No amendment of this Lease shall be effective unless reduced to writing and subscribed by the parties with all the formality of the original.

25. **BINDING EFFECT:** This Lease and any amendments thereto shall be binding upon the Lessor and the Lessees and/or their respective successors, heirs, assigns, executors and administrators.

IN WITNESS WHEREOF, the parties hereto set their hands and seal this 4th day of December, 2023.

Lessee's Signature

Printed Name

Pamela Sellers Pamela Sellers

Lessor's Signature

Printed Name

Aubrey Patten Aubrey Patten

ACKNOWLEDGMENT OF NOTARY PUBLIC

STATE OF Georgia
Bibb County, ss.

On this 4 day of December, 2023, before me appeared Aubrey Patten as **LESSOR** of this Commercial Lease Agreement who proved to me through government issued photo identification to be the above-named person, in my presence executed foregoing instrument and acknowledged that they executed the same as their free act and deed.

Paula M. Mullis
Notary Public

My commission expires



NOTARY PUBLIC GEORGIA
PAULA M. MULLIS
BIBB COUNTY
My Commission Expires
January 15, 2025

ACKNOWLEDGMENT OF NOTARY PUBLIC

STATE OF Georgia
Bibb County, ss.

On this 4 day of December, 2023, before me appeared Pamela Seller as **LESSEE** of this Commercial Lease Agreement who proved to me through government issued photo identification to be the above-named person, in my presence executed foregoing instrument and acknowledged that they executed the same as their free act and deed.

Paula M. Mullis
Notary Public

My commission expires



NOTARY PUBLIC GEORGIA
PAULA M. MULLIS
BIBB COUNTY
My Commission Expires
January 15, 2025

Agent Certification

The undersigned certify that the information contained in this application and accompanying documentation is true and correct, and that the Agent named herein has directorial authority over the operations of the business to be licensed. The undersigned further agree to abide by, observe, and conduct the licensed business according to all county ordinances and state laws and regulations in respect thereof, and understand that the Agent named herein may be held personally responsible for violations of County Alcohol Code committed by others at the Agent's direction, or with the Agent's knowledge.

Agent's Signature: Pamela L. Sellers Date: 11/31/23

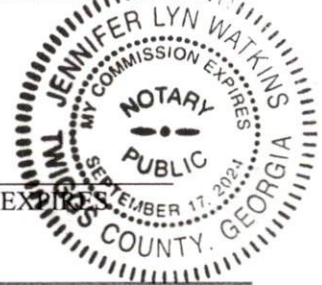
Business Name: Sunday Enterprises LLC dba AP's Hidden Hideaway

I hereby certify that Pamela L Sellers (Agent) signed his/her name to the forgoing statement after stating to me under oath administered by me, that all statements and answers are true and correct.

This 31 day of Oct, 2023

NOTARY PUBLIC

9-17-24
MY COMMISSION EXPIRES



Owner/Individual Certification

I certify that the information disclosed in this application is true and correct, and I agree to abide by, observe, and conduct business according to the rules and regulations prescribed by Macon-Bibb County, the acts of the Georgia General Assembly, and the State Department of Revenue.

Individual/Owner's Signature: _____ Date: _____
(If different from Agent)

Title: _____

Business Name: _____

I hereby certify that _____ (Applicant) signed his/her name to the forgoing statement after stating to me under oath administered by me, that all statements and answers are true and correct.

This _____ day of _____, 20____

NOTARY PUBLIC

MY COMMISSION EXPIRES _____

PACKAGE TO GO BUSINESS TYPE IDENTIFICATION FORM
--

Business Name:

Sunday Enterprises 2024

Business Address:4274 Broadway Macon Ga
31204**Instructions:**

This form must be completed for each new license or renewal license application for locations selling beer or wine or both, but not distilled spirits, by the package to go.

If you are not selling alcohol by the package to go, or if you are selling distilled spirits by the package to go, simply check the last box on this form for "Exempt" and sign at the bottom.

If you are selling alcohol by the package to go, please read the definitions below and check the box next to the definition which best matches how the business is currently operated or expected to operate under this license. Any intentional failure to identify or misrepresentation on this form may be grounds for denial or revocation of any license issued to you.

Definitions:

- ☐ **Drugstore:** a retail store that provides assorted items including medical or healthcare supplies, that may also provide other items or services such as over-the-counter drugs; processed food and drink items; beauty products; small toys; or photo processing services; and that is licensed by the Georgia State Board of Pharmacy to operate a pharmacy.
- ☐ **Food Mart:** a retail store licensed by the Georgia Commissioner of Agriculture as a food sales establishment, which has a total retail floor space of less than 10,000 square feet, of which at least 85 percent is reserved for the sale of food and other nonalcoholic items, and which regularly sells, at a minimum and among other products the following items: at least four pounds each of five different types of fresh fruits or vegetables; four pounds of fresh, raw beef, chicken, or pork; four dozen fresh chicken eggs; four pounds of bread; and four gallons fresh cow's milk. Food Marts shall be required to maintain a food scale certified by the Georgia Department of Agriculture for the purpose of verifying compliance with this definition. Food Marts shall purchase food items for resale from lawful fresh food wholesalers, and shall be required to produce invoices reflecting the sources of food products sold upon demand by County officials. If an insufficient quantity of an item is present in the Food Mart, Macon-Bibb County may consider receipts or other evidence to determine whether a sufficient good faith effort was made to comply with the minimum item quantity requirements. The term "Food Mart" does not include Drugstores, Gas Stations, Grocery Stores, Small Box Discount Stores, Specialty Stores, or Vice Marts; provided that a Food Mart may or may not be licensed by the Georgia State Board of Pharmacy to operate a pharmacy.
- ☐ **Gas Station:** a Vice Mart that is also licensed by the Georgia Safety Fire Commissioner for the storage and sale of liquefied petroleum gas and that actually regularly sells liquefied petroleum gas.
- ☐ **Grocery Store:** a retail store licensed by the Georgia Commissioner of Agriculture as a food sales establishment, which has a total retail floor space of at least 10,000 square feet, of which at least 85 percent is reserved for the sale of food and other nonalcoholic items, and which sells, at a minimum and among other products at least ten different types of fresh fruits or vegetables; fresh, raw beef, chicken, or pork; fresh chicken eggs; bread; and fresh cow's milk. A Grocery Store may or may not be licensed by the Georgia State Board of Pharmacy to operate a pharmacy.

- ☐ **Small Box Discount Store:** a retail store that provides assorted, inexpensive items that are continuously offered at a discounted price that is usually under \$10 per item. These stores are commonly referred to by names such as "dollar stores," "99 cent stores," "five dollar stores," "discount stores," or "variety stores." Products sold typically include processed food and drink items, personal hygiene products, office supplies and decorations. Retail floor space is typically less than 15,000 square feet.
- ☐ **Specialty Store:** a retail store that derives at least 50% of its annual gross sales from the sale of certain specialized classes or types of food or beverage products, or related accessories or non-food items. Such products are typically of a superior quality or more limited market availability than those general products commonly found in Grocery Stores. This includes brewpubs, malt beverage taprooms, and cocktail rooms. Other examples of Specialty Stores include, without limitation: (a) imported or luxury products; (b) products associated with a particular culture, global region, cuisine, or nationality; (c) products conforming to or supporting the dietary requirements of any sincerely held religious practice or belief; (d) restaurants; (e) organic, vegan, or natural products; (f) meats (e.g., butcher shops, delis, or seafood markets); (g) cheese or dairy products; (h) oils, seasonings, or spices; (i) growlers, craft beers, or wine; (j) breads or baked goods; (k) cigars; (l) honey or beeswax products; (m) products grown or produced within the State of Georgia or any particular location therein; or (n) any similarly specialized products or classes of products.
- ☐ **Vice Mart:** a retail store that provides assorted, inexpensive items for neighborhood residents or travelers, such as processed shelf-stable or refrigerated food and drink items; fountain and brewed drinks; handheld prepared food items; automotive items; tobacco products; family planning products; lottery products; gifts; over-the-counter medications; or similar items. Stores are typically designed for expediency – with customers typically buying few items per transaction and spending only a short time in the store. Retail floor space is typically less than 10,000 square feet.
- ☐ **Other Small Box Retail Store:** a retail store that meets each of the following criteria: 1. the store has a total retail floor space of less than 15,000 square feet; 2. the store does not meet the definition of Drug Store, Food Mart, Gas Station, Grocery Store, Small Box Discount Store, Specialty Store, or Vice Mart; and 3. the store is not licensed or applying for a license for the sale of distilled spirits by the package to go.
- ☒ **Other/None of the Above/Distilled Spirits/Exempt:** Check this box if none of the above definitions apply to your store, or if you are not licensed or applying for a license to sell only beer or wine or both by the package to go.

Pamela H. Selder 4-10-24
 Applicant/Agent Signature Date

SECURITY CAMERA COMPLIANCE VERIFICATION**Instructions:**

This form must be completed for each new license application for locations selling alcohol by the package to go or operating as a bar or nightclub.

Pursuant to Sec. 4-1 of the Macon-Bibb County Code of Ordinances,

1. Bar shall mean any business that derives 75 percent or more total annual gross revenue from the sale of alcoholic beverages for consumption on the premises, in accordance with O.C.G.A. § 3-1-2;
2. Nightclub shall mean any business which:
 - Directly or indirectly charges patrons for admission;
 - Is licensed under this Chapter for the sale of alcoholic beverages for consumption on premises;
 - Provides entertainment using amplified sound, including, without limitation, the playing of pre-recorded music through amplified sound by a DJ or emcee or similar person; the playing of live analog, electronic, or digital musical instruments; the presentation of live human speech or dialogue through amplified sound; or any combination of the above;
 - Which does not provide a number of seats suitable for the viewing of such entertainment greater than or equal to the number of patrons present; and
 - Which does not earn at least fifty percent of its annual gross revenues from the sale of prepared meals or the letting of rooms for overnight stay.

If you are selling alcohol by the package to go or operating a bar or nightclub you must:

1. *install security cameras in your business that meet the requirements below;*
2. *call the Code Enforcement Department Office at 478-803-0470 to schedule an appointment to have an inspection of the security camera system;*
3. *show the inspector that the security camera system meets the requirements below; and*
4. *have the inspector sign this form approving the security camera system.*

If you are not operating as a bar or nightclub or selling alcohol by the package to go, simply check the box on this form for "Exempt" and sign at the bottom.

Pursuant to Sec. 4-40 of the Macon-Bibb County Code of Ordinances,

1. Any establishment selling alcoholic beverages by the package to go must install security cameras, which are, at a minimum, of sufficient quantity, quality, and positioning so as to capture the face and clothing of any person entering into the establishment through any public entrance; or making any purchase from the establishment.
2. Any establishment licensed to sell any alcoholic beverage for consumption on premises, which is operating as a bar or nightclub, is hereby required to install security cameras, which must, at a minimum, be of sufficient quantity, quality, and positioning so as to capture the face and clothing of persons entering into said establishment through any public entrance.

thereof; standing outside of the establishment but within fifty feet of any entrance to said establishment; making any purchase from a fixed point of sale within said establishment; or standing within any dance floor or similar area designated within said establishment.

3. A digital security camera system shall be deemed to be "of sufficient quality" of and only if each camera required under this Section meets the following criteria:
 - It is capable of producing an image with a 1080p High Definition (1920 x 1080 pixels) resolution or greater at a minimum frame rate of 15 frames per second;
 - It is maintained in a state of being free of dust or debris that would interfere with the quality of the image being produced; and
 - It is capable of operating in the actual interior or exterior lighting conditions that are present during all operations and times of operation for the establishment, and of producing a clear image of the face and clothing of the persons described in this Section in all such lighting conditions.
4. Such cameras meeting the requirements of this Section must be capable of producing a retrievable image on film, tape, or other suitable digital format that can be made a permanent record and that can be enlarged through projection or other means. Cameras meeting the requirements of this Section shall be maintained in proper working order at all times and shall be subject to periodic inspection by the Sheriff.
5. Establishments required under this Section to install security cameras shall maintain all video images captured thereby for a period of at least thirty days from the date of image capture.
6. The failure to have or maintain security cameras in good working condition, with sufficient backup storage as to permit the retrieval of images as required by this Section shall be a violation of this Section and shall be punishable in accordance with the general provisions of Section 1-6 of this Code, as well as by any adverse action against the alcohol licensure of such business, up to and including the revocation or denial of all existing alcohol licenses held by such licensee.

Business Name:

AP's Hidden Hideaway

Business Address:

4274 Broadway Macon Ga

I hereby certify that on this date, I have inspected the security camera and image retrieval system located at the above business and found it to be in compliance with the requirements of Sec. 4-40 of the Macon-Bibb County Code of Ordinances, as stated hereon.

Graig Lewis

Code Enforcement Department Designee

4/8/24

Date

☐ **Exempt:** Check this box if you are not licensed, not applying for package to go license, or not operating as a bar or nightclub.

Pamela Selden

Applicant/Agent Signature

4/10/24

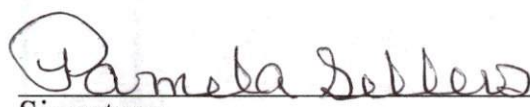
Date

Applicant Privacy Rights Notification Signature Form

Applicant Notification and Record Challenge:

Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. The procedure for obtaining a change, correction or updating an FBI identification record is set forth in Title 28 Code of Federal Regulations 16.34.

Procedures for obtaining a copy of the FBI criminal history record are set forth in 28 CFR 16.30 – 16.33 or go to the FBI website at <http://fbi.gov/about-us/cjis/background-checks>.

	<u>Pamela L. Sellers</u>	<u>11/31/23</u>
Signature	Print Name	Date



Alcohol License Questionnaire

Name of Business: Sunday Enterprises LLC dba AP's Hidden Hideaway
 Owner's Name: Pamela L. Sellers
 Address: 4274 Broadway
macon 31206

1. Do you own or are you leasing your business location?

Own

Lease

2. If you purchased the building, what was the final sale price as reflected in public records?

\$

3. If you are leasing the building, what relation, if any, is there between the building owner and the owner(s) of your business?

Please circle one: Relation, see below

No Relation

4. If you are leasing the building, will your landlord be involved in the day to day business operations?

Yes

No

5. Was the previous operator at this location in any legal or regulatory trouble with local government, state government, law enforcement, or the Georgia lottery in the year prior to the transfer to your business? Yes No

6. Will the previous operator or any family member of the previous operator remain involved in the day to day business operations? Yes No

7. Was the sale of the building, business, or lease an "arms length" or "fair market value" transaction?

Yes

No

Pamela Sellers
 Printed Name of person completing form

Pamela L. Sellers
 Signature of person completing form

12/4/23
 Date

ARMED SECURITY PERSONNEL REQUIRED TRAINING COMPLIANCE FORM

Instructions:

This form must be completed by any bar or nightclub operating with an alcohol license which allows or requires security personnel to carry firearms while working. The form shall be submitted upon applying or renewing any license to sell alcohol on the premises. This form is not required for businesses employing certified peace officers in good standing with the Georgia Peace Officer Standards and Training Counsel. Applicants applying for special events which employ armed security personnel are required to submit this form.

Pursuant to the licensing requirements of Sec. 4-550 of the Macon-Bibb County Code of Ordinances, attach the following documentation to this form prior to submission:

1. A copy of the applicant's valid private security business license, issued by the Georgia Board of Private Detective and Security Agencies.
2. A list containing the names and dates of birth of all persons who will be working as armed security personnel at the applicant's place of business or special event location. Use the attached form.

NOTE: IT IS A VIOLATION TO ALLOW ANY PERSON NOT LISTED TO WORK AS AN ARMED SECURITY PERSONNEL WITHOUT FIRST SUBMITTING AN UPDATED COPY OF THIS FORM TO THE TAX COMMISSIONER'S OFFICE. PENALTIES FOR VIOLATING THIS RULE MAY INCLUDE THE LOSS OF YOUR ALCOHOL LICENSES.

3. A copy of a valid private security license from the Georgia Board of Private Detective and Security Agencies for each person named who will be working as armed security personnel at the applicant's place of business or special event location.

If you are not operating as a bar or nightclub with armed security personnel, simply check the box on this form for "Exempt" and sign at the bottom.

Business Name: AP's Hidden Hideaway

Business Address: 4274 Broadway Macon GA

☒ **Exempt:** Check this box if you certify that you will not hire any armed security personnel, or that you are not operating as a bar or nightclub.

Does your business derive 75% or more total annual gross revenue from the sale of alcoholic beverages for consumption on the premises? ☐ YES ☐ NO

Pamela A. Sellers 12/3/2023
Applicant/Agent Signature Date

ARMED SECURITY PERSONNEL IDENTIFICATION FORM

Instructions:

*Please list every individual who may be working as armed security personnel at your bar or nightclub. Certified peace officers do not need to be listed and may be added in the future without updating this list. If you hire anybody in the future to work as armed security personnel at your bar or nightclub, this list **MUST** be updated to include that person before they are allowed to carry a firearm while working at your business. Use additional copies of this sheet if necessary.*

IF ANY PERSON NOT ON THIS LIST IS FOUND TO BE WORKING AS ARMED SECURITY PERSONNEL AT YOUR BAR OR NIGHTCLUB, THEN YOU MAY BE SUBJECT TO PENALTIES OF UP TO \$1000 PER VIOLATION AND UP TO 6 MONTHS IN JAIL, AS WELL AS THE LOSS OF ALL ALCOHOL LICENSES ISSUED TO YOU WITHIN MACON-BIBB COUNTY.

1.			
	Name	Date of Birth	GBPDSA Private Security License #
2.			
	Name	Date of Birth	GBPDSA Private Security License #
3.			
	Name	Date of Birth	GBPDSA Private Security License #
4.			
	Name	Date of Birth	GBPDSA Private Security License #
5.			
	Name	Date of Birth	GBPDSA Private Security License #
6.			
	Name	Date of Birth	GBPDSA Private Security License #
7.			
	Name	Date of Birth	GBPDSA Private Security License #
8.			
	Name	Date of Birth	GBPDSA Private Security License #
9.			
	Name	Date of Birth	GBPDSA Private Security License #

Macon-Bibb County Certificate of Good Standing

1. Name and Title of the applicant: Pamela L Sellers, managing member
2. Name of the subject of this Certificate, if different from the applicant:
Sunday Enterprises LLC
3. Benefit or privilege for which the applicant is applying (mark one):

☐ Building Permit	☐ Plat Approval	☐ Building Inspection Report	☐ Certificate of Occupancy
☒ Alcohol License (Any)	☐ Privilege License (Any other than alcohol)	☐ Political Appointment	☐ Competitive Contract Bid or Proposal
☐ Non-Competitive Contract over \$50,000	☐ Registering to Bid on Real Property	☐ Other: _____	

4. If the subject is an individual or sole proprietorship, then list all business entities in which the subject has a direct or indirect ownership interest of 25% or more, or legal control over. If the subject is an entity, then list all individuals who have a direct or indirect ownership interest of 25% or more in the subject entity, or who exercise legal control of the entity. Use additional sheets if needed.

Sunday Enterprises LLC

5. I, the undersigned, do hereby swear or affirm that the information contained in this Certificate is true and complete to the best of my available knowledge. I further swear or affirm that, as of today, none of the individuals or entities listed in this Certificate are more than 90 days delinquent on the payment of any ad valorem property taxes due to the Macon-Bibb County Government. I understand that giving false, incomplete, or inaccurate information on this Certificate may result in the denial of any privilege the applicant is applying for, as well as the revocation of any privilege previously granted by Macon-Bibb County, and may constitute the crimes of false writing or false swearing, which carry a penalty of up to five years in prison and up to a \$1,000 fine.

Pamela L. Sellers
Print and Sign Name

Sworn to and subscribed before me this

31 day of October, 2023

[Signature]
Notary Public

My commission expires:

9-17-24



Macon-Bibb County

Certificate of Good Standing

1. Name and Title of the applicant: Aubrey Patten Prapath Owner
2. Name of the subject of this Certificate, if different from the applicant: A.P.'S Hiddenway
3. Benefit or privilege for which the applicant is applying (mark one):

☐ Building Permit	☐ Plat Approval	☐ Building Inspection Report	☐ Certificate of Occupancy
☒ Alcohol License (Any)	☐ Privilege License (Any other than alcohol)	☐ Political Appointment	☐ Competitive Contract Bid or Proposal
☐ Non-Competitive Contract over \$50,000	☐ Registering to Bid on Real Property	☐ Other: _____	

4. If the subject is an individual or sole proprietorship, then list all business entities in which the subject has a direct or indirect ownership interest of 25% or more, or legal control over. If the subject is an entity, then list all individuals who have a direct or indirect ownership interest of 25% or more in the subject entity, or who exercise legal control of the entity. Use additional sheets if needed.
- _____
- _____
- _____

5. I, the undersigned, do hereby swear or affirm that the information contained in this Certificate is true and complete to the best of my available knowledge. I further swear or affirm that, as of today, none of the individuals or entities listed in this Certificate are more than 90 days delinquent on the payment of any ad valorem property taxes due to the Macon-Bibb County Government. I understand that giving false, incomplete, or inaccurate information on this Certificate may result in the denial of any privilege the applicant is applying for, as well as the revocation of any privilege previously granted by Macon-Bibb County, and may constitute the crimes of false writing or false swearing, which carry a penalty of up to five years in prison and up to a \$1,000 fine.

Aubrey Patten
[Signature]
 Print and Sign Name

Sworn to and subscribed before me this
4 day of December, 2023.

Megan Sotela
 Notary Public
 My commission expires: 3/21/27





Tax Commissioner's Office
188 Third Street, Macon, Georgia 31201
Mail to: Tax Commissioner's Office PO Box 4503
Macon, GA 31208-4503

OFFICE USE ONLY ALCOHOL APPLICATION

Applicant Name: Pamela Lee Sellers – Fingerprints Completed: 04.17.2024

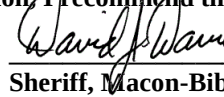
Business Name: Sunday Enterprises LLC dba AP's Hidden Hideaway

Business Address: 4274 Broadway, Macon, GA 31206

DocuSigned by:

After investigation, I recommend that the license requested herein be:

Granted


Sheriff, Macon-Bibb County, Georgia

4/19/2024

Date

1C561778CDEE414...

Denied

Sheriff, Macon-Bibb County, Georgia

Date

After investigation, I recommend that the license requested herein be:

Granted

Mayor, Macon-Bibb County, Georgia

Date

Denied

Mayor, Macon-Bibb County, Georgia

Date

After investigation, I recommend that the license requested herein be:

Granted



Clerk of the Macon-Bibb County Commission, Georgia

Date

Denied



Clerk of the Macon-Bibb County Commission, Georgia

Date



**Tax Commissioner's Office
188 Third Street
Macon, GA 31201**

Review Form

The attached application is a petition to Macon-Bibb County for an Alcoholic Beverage License.

The following required documents are included in the application:

- ☐ Signature form
- ☐ BSO Recommendation letter
- ☐ Proof of Planning and Zoning compliance
- ☐ Affidavit from the Macon-Bibb County Engineer's Department
- ☐ Affidavit from the Macon Telegraph Newspaper

Legal Review 5/2/2024 (Date)  (Initials)

Comments

After review, legal recommends approval.

Initials

 Stephanie Freeman, Administrative Office Specialist

Added to the June 18, 2024
Pre-commission meeting agenda



Tax Commissioner's Office
188 Third Street, Macon, Georgia 31201
Mail to: Tax Commissioner's Office
PO Box 4503
Macon, GA 31208-4503

License Fees are Prorated by Month that Completed Application is Submitted

LICENSE FEES (Check All That Apply)

☐	*Distilled Spirits Packaged to Go	\$2,900	☐	*Malt Packaged to Go	\$800	☐	Wine Packaged to Go	\$700
☒	*Distilled Spirits C.O.P.	\$2,900	☒	*Malt C.O.P.	\$800	☒	Wine *C.O.P.	\$700
☐	*Distilled Spirits Wholesaler	\$3,600	☐	*Malt Wholesaler	\$1,000	☐	Wine Wholesaler	\$800
☐	*Distilled Spirits Manufacturers	\$4,300	☐	*Malt Manufacturer	\$2,500	☐	Wine Manufacturer	\$1,700
☐	Brewpub	\$2,500	☐	Out-of-Town Wholesaler	\$100	☐	Brown Bag	\$0
☐	Alcohol Beverage Caterer	\$600	☒	Temporary Alcohol License	\$100			
☐ Please check here if you are applying for a Business Continuation License. Business Continuation License is 25% of applicable fees								
*Distilled Spirits (Liquor)			*Malt (Beer)			*C.O.P. (Consumed on Premise)		

A BUSINESS LICENSE IS REQUIRED BEFORE AN ALCOHOL LICENSE MAY BE ISSUED.

\$ _____ Alcohol License Fees + \$400 Application Fee = \$ _____

Agent Information

1. Agent/Owner(s) must complete and sign the Name-Based Criminal History Record Information Consent Form.
2. Provide an Unexpired Identification Card issued by Any U.S. State or United States government, bearing a current photograph of the applicant.
3. Agent/Owner(s) Must be Fingerprinted once application & fees are completed and paid unless such individuals currently hold one or more categories of alcohol license(s) in goodstanding.
4. Proof of Alcohol Handler's Permit from Agent and Owners.
5. Complete (S.A.V.E.) Systematic Alien Verification for Entitlements O.C.G.A. § 50-36-1 (e) (2) Affidavit.

Location/Business Information

6. Affidavit of Intent to Sale Alcohol from the Macon Telegraph Newspaper.
7. If any business entity other than Sole Ownership...Must submit a copy of the GA Secretary of State's Business information Record.
8. If NON-PROFIT entity...Proof of Non-Profit Status.
9. Planning and Zoning Compliance Form.
10. Original Affidavit from the Macon-Bibb County Engineer's Department.
11. A legal description (Lease/Deed/etc.) of the property upon which premises are located.

Business Continuation

12. Please provide a list of the current, valid licenses issued to the named business; A record showing that all business license fees owed on the existing business have been fully paid, or a receipt showing payment thereof.
13. A statement, signed by the applicant, swearing, or affirming that the applicant has recently purchased the named business, or has a bona fide expectation of purchasing the named business soon; and
14. A record showing that all property taxes to date owned on the property have been fully paid, or a receipt showing payment thereof.

Rev.08/2023

Select One: ☒ New Business ☐ Change of location ☐ Change of Business

BUSINESS

Federal Tax ID #: 93-4390497 State Tax ID #: 308944801
Business Name: Toasted Corporate and Trade Name: Macon Breakfast LLC
Local Business Address: 5437 Bowman Road Ste 100 Macon, GA 31210
(P.O. Box Not Allowed) City State Zip
Mailing Address: Same
(City State Zip)
Local Business Phone #: 706-294-3131 Email Address: Rickhow@AOL.com
Contact Person: Richard Howard Contact Phone #: 706 294 3131

AGENT

Agent's Name: Richard Howard Agent's Title: owner
Date of Birth: [REDACTED] Social Security Number: [REDACTED]
Home Address: [REDACTED]
Home Phone #: [REDACTED] Email: rickhow@AOL.com
Mailing Address: 270 cory Dr City: Macon State: GA Zip: 31210

INDIVIDUAL/OWNER INFORMATION

Will the Agent named above also serve as the Applicant of this license? ☒ Yes ☐ No If no, complete the following:

Owner/Individual's Name: _____ Title: _____
Home Address: _____ City: _____ State: _____ Zip: _____
Home Phone #: _____ Email: _____
Mailing Address: _____ City: _____ State: _____ Zip: _____

Rev. 08/23

Name-Based Criminal History Record Information Consent/Inquiry Form

I hereby give consent for the Bibb County Sheriff's Office to conduct an inquiry and receive any Georgia criminal history record information pertaining to me, which may be contained in the files of any state or local criminal justice agency in Georgia.

Full Name (print): <u>Richard Lawrence Howard</u>			
Home Address: <u>270 Cory Dr Macon GA 31210</u>			
Sex	Race	Date of Birth	Social Security Number
<u>M</u>	<u>W</u>		

☒ This authorization is valid for 90 (180) (circle one) days from date of signature.

☐ I, _____, give consent to the above name to perform periodic criminal history background checks for the duration of my employment with this company.

Richard Howard
Signature

3/7/2024
Date

*****Include a copy of your valid State/Government issued identification*****

Date of Inquiry: _____ Time of Inquiry: _____ Operator's Initials: _____

Purpose Code used: (check one)

☐	Employment (E) – Provides <i>Georgia</i> Criminal History Record Information
☐	Employment with Mentally Disabled (M) – Provides <i>Georgia</i> Criminal History Record Information
☐	Employment with Elder Care (N) - Provides <i>Georgia</i> Criminal History Record Information
☐	Employment with Children (W) - Provides <i>Georgia</i> Criminal History Record Information
☐	Public Records (P) – Provides <i>Georgia</i> Felony Convictions Only

The inquiry resulted in the following: (check all that apply)

☐	No Georgia CHRI results available.
☐	Georgia CHRI attached/released

☐	No NCIC/GCIC Warrant results available.
☐	Possible NCIC/GCIC Warrant. Contact Agency listed below.
Wanting Agency Name:	
Agency Telephone:	

Agency Designee Signature and Title _____

Date _____

MACON-BIBB COUNTY, GEORGIA
(S.A.V.E.) SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS
O.C.G.A. § 50-36-1 (e) (2) Affidavit

By executing this affidavit under oath, as an applicant for a Macon-Bibb County, Georgia, Occupation Tax Certificate, Alcohol License, or other public benefit as referenced in O.C.G.A. § 50-36-1; the undersigned applicant verifies one of the following with respect to my application for a public benefit:

- 1) ☒ I am a United States citizen 18 years of age or older. Please submit a copy of your current Secure and Verifiable Document(s) such as driver's license, passport, or document as indicated on the attached list.
- 2) ☐ I am not a United States citizen, but I am a legal permanent resident of the United States 18 years of age or older, or I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older with an alien number issued by the Department of Homeland Security or other federal immigration agency. Please submit a copy of your current immigration document(s) which includes either your Alien number or your I-94 number and, if needed, SEVIS number.

Please check only one option above and submit the required documents with your application.
Please note that the failure to do so will result in a processing delay.

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

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

Business Name: Macon Breakfast LLC (dba TOASTED)

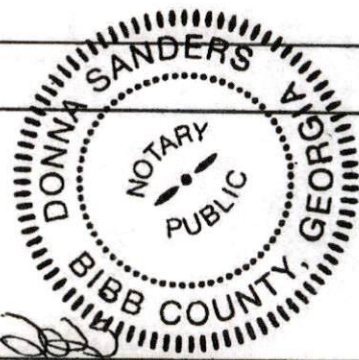
Printed Name of Applicant: Richard Howard

*Signature of Applicant: [Signature]

SUBSCRIBED AND SWORN BEFORE ME ON

THIS 7th DAY OF March, 2021.

[Signature]
 NOTARY PUBLIC



7-14-2021
 MY COMMISSION EXPIRES

MEASUREMENT FORM

Retail Sales of Distilled Spirits for Consumption on the Premises Macon-Bibb County Code Chapter 4, Alcoholic Beverages

APPLICANT: RICHARD HOWARD
PROPOSED LICENSE: BEER, WINE, AND LIQUOR CONSUMED ON PREMISES
BUSINESS LOCATION: 5437 BOWMAN RD. SUITE 100
BUSINESS NAME: MACON BREAKFAST LLC. DBA TOASTED

To Be Completed by County Engineer

1. Nearest property line of the place of business to the nearest property line of a state or county owned and operated alcoholic treatment center, or housing authority property measured and found to be more than 300 ft (4-142)

☒ X Comply ☐ Does not comply

Licenses for a private club or for a bona fide restaurant, hotel or motel or other bona fide food service establishment is exempt.

2. We are unable to determine if this is a bona fide restaurant or bona fide food service establishment that qualifies for the exceptions or exemptions.

☐ Yes ☐ No ☒ X Not Applicable

By: F. Charles Brooks
F. Charles Brooks - Macon-Bibb County Engineer

Date: 2-12-2024

It is respectfully requested that forms be returned no later than Friday of each week for use by the County Commissioner's Office

CONSUMPTION ON PREMISES

(Bar or Restaurant)

BEER, WINE & LIQUOR

Or

BEER & WINE

300' from nearest PL to property line of Alcohol Treatment Center or MHA project.

Toasted

5437 Bowman Road, Suite 100

42,550' — ALCOHOLIC TREATMENT CENTER property line

River Edge - Fulton Mill Road

18,300' — MHA housing unit property line

Northside Senior Village

OK! *JCB*

Paul J. Hoinowski

February 9, 2024



The Beaufort Gazette
The Belleville News-Democrat
Bellingham Herald
Centre Daily Times
Sun Herald
Idaho Statesman
Bradenton Herald
The Charlotte Observer
The State
Ledger-Enquirer

Durham | The Herald-Sun
Fort Worth Star-Telegram
The Fresno Bee
The Island Packet
The Kansas City Star
Lexington Herald-Leader
The Telegraph - Macon
Merced Sun-Star
Miami Herald
El Nuevo Herald

The Modesto Bee
The Sun News - Myrtle Beach
Raleigh News & Observer
Rock Hill | The Herald
The Sacramento Bee
San Luis Obispo Tribune
Tacoma | The News Tribune
Tri-City Herald
The Wichita Eagle
The Olympian

AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Amount	Cols	Depth
136905	509465	Print Legal Ad-IPL01553880 - IPL0155388		\$46.36	1	29 L

Attention: Macon Breakfast

Macon Breakfast LLC/ TOASTED
5437 BOWMAN ROAD SUITE 100
SUITE 100
MACON, GA 31210
rickhow@aol.com

GEORGIA, BIBB COUNTY

NOTICE OF INTENT TO FILE RE-
QUEST FOR BEER, WINE, LIQUOR/
On Premises

Pursuant to the ordinance adopted by the Macon-Bibb County Commission, dated December 4, 2018, as now or hereafter amended, notice is hereby given that on or after the January 23, 2024, the undersigned will apply to said Macon-Bibb County Commission for the above-described license(s) at an establishment known as Macon Breakfast LLC/Toasted, 5437 Bowman Rd Suite 100 Macon, GA 31210. The public is invited to comment on the proposed license by submitting comments in writing to Macon-Bibb County Tax Commissioner's Office, Attn: Alcohol License Comments, 188 Third Street, Macon, GA 31201 within fourteen days of the date shown below.

This January 23, 2024, Richard Howard, Applicant
IPL0155388
Jan 16, 23 2024

To Whom It May Concern:

This is to certify the legal advertisement in the above stated case was published in The Telegraph legal section on:

2 insertion(s) published on:
01/16/24, 01/23/24

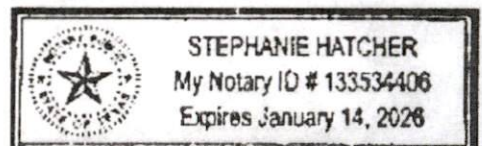
By placing your legal organ advertisement with this newspaper, you agree that your sole remedy if the newspaper should make a mistake in the text or the timing of publication of your advertisement is a refund of the cost you paid for the advertisement or re-advertisement at no additional cost to you.

Willmenta Serna

Sworn to and subscribed before me this 24th day of January in the year of 2024

Stephanie Hatcher

Notary Public in and for the state of Texas, residing in Dallas County



Extra charge for lost or duplicate affidavits.
Legal document please do not destroy!



MACON-BIBB COUNTY
Planning & Zoning

Macon-Bibb Planning & Zoning Commission
Terminal Station | 200 Cherry Street, Suite 301
Macon, Georgia 31201 | MBPZ.org

Zoning Compliance

PERMIT NO: ZC-2024-48	PERMIT TYPE: Permitted Use	DATE OF ISSUE: 03/07/2024
ISSUED TO NAME:	Rick Howard	
	Macon Breakfast LLC dba Toasted	
PROPERTY OWNER'S NAME:	LOFTS AT BASS HOLDINGS LLC	
PROPOSED USE:	New Business Application	
	Restaurant w/ alcohol COP	
ADDRESS OF PROPOSED USE:	5437 BOWMAN RD	
	Suite 100	
NEW CONSTRUCTION:	No	
MAP/PARCEL:	K003-0544	ZONING DISTRICT: PDE

PERMIT ISSUED SUBJECT TO THE FOLLOWING CONDITIONS

As per application, approval is granted to operate a restaurant with alcohol consumed on premises in an existing multi-tenant commercial building (Suite 100). As per submitted site plan, approval is granted to install a 4ft black metal fence to enclose a paved uncovered patio area (for outdoor seating). No gate shall be installed that opens directly onto a street. No fence shall constitute an obstruction to the vision for or create a hazard to vehicular traffic. All fences shall be constructed with the finished side exposed, the support posts placed on the inside, and in a manner which serves to enhance the aesthetic appearance of the surrounding area. No outside storage, besides chairs, tables, and moveable umbrellas, are authorized with this approval. No outside sales or display are authorized with this approval. No signage authorized by this permit; signage shall require a separate zoning permit. Please review the NOTICE information below for additional instruction.

NOTE: THIS PERMIT IS NULL & VOID IF CONSTRUCTION OR USE HAS NOT BEGUN BY 03/07/2025

APPROVED BY: Thomas Neaves

NOTICE

This permit or certificate of appropriateness necessary to allow construction or other work on land or a structure shall be displayed at the site of and during such construction or work. Where a use requires a business license, this zoning permit must be displayed on the premises together with the business license. This permit is issued subject to the rules and regulations of the Macon-Bibb County Health Department, the Macon-Bibb County Engineering Department, the Macon-Bibb County Fire Department, the Macon-Bibb County Traffic Engineering Department, the Macon Water Authority, the Office of Building and Fire Safety, and any other governmental agency whose regulations may be applicable. All construction or use relating to this permit must strictly comply with site plans submitted to the Macon-Bibb County Planning and Zoning Commission. Permits are specific to the property for which the permit is issued as well as the person to whom it is issued. Other than permits for single family homes or duplexes, any change in the person engaging in the use allowed by such permit shall require that the new person engaging in such use file a change of ownership form with the Commission, provided that change of ownership forms shall not be required for variances or certificates of appropriateness. The new holder of any permit shall be subject to all conditions attached to the original permit.



GEORGIA CORPORATIONS DIVISION

GEORGIA SECRETARY OF STATE
BRAD RAFFENSPERGER

[HOME \(/\)](#)

BUSINESS SEARCH

BUSINESS INFORMATION

Business Name:	Macon Breakfast, LLC	Control Number:	23232988
Business Type:	Domestic Limited Liability Company	Business Status:	Active/Compliance
NAICS Code:	Any legal purpose	NAICS Sub Code:	
Principal Office Address:	270 Cory Drive, Macon, GA, 31210, USA	Date of Formation / Registration Date:	10/30/2023
State of Formation:	Georgia	Last Annual Registration Year:	2024

REGISTERED AGENT INFORMATION

Registered Agent Name: **Richard Howard**
Physical Address: **270 Cory Drive, Macon, GA, 31210, USA**
County: **Monroe**

[Back](#)

[Filing History](#)

[Name History](#)

[Return to Business Search](#)

Office of the Georgia Secretary of State Attn: 2 MLK, Jr. Dr. Suite 313, Floyd West Tower Atlanta, GA 30334-1530,
Phone: (404) 656-2817 Toll-free: (844) 753-7825, WEBSITE: <https://sos.ga.gov/>

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Control Number : 23232988

STATE OF GEORGIA

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

CERTIFICATE OF ORGANIZATION

I, **Brad Raffensperger**, the Secretary of State and the Corporation Commissioner of the State of Georgia, hereby certify under the seal of my office that

Macon Breakfast, LLC
a Domestic Limited Liability Company

has been duly organized under the laws of the State of Georgia on **10/30/2023** by the filing of articles of organization in the Office of the Secretary of State and by the paying of fees as provided by Title 14 of the Official Code of Georgia Annotated.

WITNESS my hand and official seal in the City of Atlanta
and the State of Georgia on **11/13/2023**.



Brad Raffensperger

Brad Raffensperger
Secretary of State

Ownership Disclosure Form

A separate copy of this form must be completed for each individual who has a disclosable interest in the business.

Business:

Trade Name: TOASTED Name of Corporation: MACON Breakfast LLC

If publicly traded, Stock Symbol and Name of one Listing Exchange: _____

Individual:

Name and Title: Richard Howard Managing Member Telephone Number: (_____) _____

Date of Birth: _____ Social Security Number: _____

Residential Street Address: 270 Cory Drive Macon, GA 31210

Mailing Address: SAME

Type of Entity and Business Interest:

Please check appropriate description and complete as required.

- ☐ Sole Proprietorship
- ☐ General Partnership
 - ☐ General Partner holding _____% of all outstanding general partnership interests.
- ☐ Limited Partnership (LP)
 - ☐ General Partner holding _____% of all outstanding general partnership interests.
 - ☐ Limited Partner holding _____% of all outstanding general partnership interests.
- ☐ Limited Liability Partnership (LLP)
 - ☐ General Partner holding _____% of all outstanding general partnership interests.
- ☐ Limited Liability Limited Partnership (LLLP)
 - ☐ General Partner holding _____% of all outstanding general partnership interests.
 - ☐ Limited Partner holding _____% of all outstanding general partnership interests.
- ☒ Limited Liability Company (LLC)
 - ☐ Managing Member, Total number of Managing Members: 1
 - ☐ Member holdings 100% of all outstanding membership interests
- ☐ Privately Held Corp./Company
 - ☐ Corporate Officer: Yes ___ No ___
 - ☐ Shareholder holding _____% of all outstanding ownership interests.
- ☐ Publicly Traded Company
 - ☐ Corporate Officer: Yes ___ No ___
- ☐ Other
 - ☐ Other person exercising operational authority over the entity: _____

Application Instructions

Alcohol Handler's Licenses are issued to individuals, not businesses, and may be used by the same individual for any number of employers or businesses where the licensee works as an Alcohol Handler. It is a violation of the Macon-Bibb County Code of Ordinances for any person to work as an Alcohol Handler without an Alcohol Handler's License.

The following people are Alcohol Handlers, and must obtain an Alcohol Handler's License:

1. Anybody working as an employee or independent contractor for a business that does not earn at least 50% of its gross annual revenues from the sale of food, and whose normal job duties include pouring, mixing, or opening alcoholic beverages for sale by the drink;
2. Anybody working as an employee or independent contractor for a business that does not earn at least 50% of its gross annual revenues from the sale of food, and whose normal job duties include supervising or managing any person whose normal job duties include pouring, mixing, or opening alcoholic beverages for sale by the drink;
3. Anybody with at least 25% ownership in any business selling alcoholic beverages at retail, whether by the package or by the drink, unless the business is a publicly traded company; AND 4) Any person serving as the agent on any Macon-Bibb County license for the sale of alcoholic beverages at retail, whether by the package or by the drink.

The fee is \$25.00. Alcohol Handler's License fees are not prorated and expire on **December 31st of each year.**

ADDITIONAL DOCUMENTS TO BE SUBMITTED

A certificate showing completion of an alcohol handler's training course, approved by Macon- Bibb County, within the last three years. A separate fee may apply. See below for a list of approved courses.

ServSafe: (404) 467-9000 <https://www.servsafe.com/ServSafe-Alcohol>

Training Institute for Responsible Vendors Inc. (404) 531-9237.

Training for Intervention Procedures (TIPS), Nicole Blossé, 800-438-8477, ext. 390 or email Blossen@get-tips.com, www.gettips.com

Cheers Entertainment Services (470) 377-0731 <https://cheersbartraining.teachable.com/> An unexpired identification card issued by any U.S. State or The United States government, bearing a current photograph of the applicant.

A current color passport size photograph of applicant.

Applicant Information

Demographic Information:

First Name : Richard

Last Name : Howard

Home Address : 270 Cory Drive

City : Macon

State : Georgia

Zip : 31210

Home Phone # :

Email : RICKHOW@AOL.COM

Mailing Address : 270 Cory Drivoe

City : Macon

State : Georgia

Zip : 31210

Application Documents

The Alcohol Handler Supplemental Packet can be found [here](#).

A certificate showing completion of an Alcohol Handler's training course taken within the last three years.

AHTraining:

tips_commercial_on_premise_alcohol_server_training.pdf

A current Color (passport size) photograph of applicant.

passport:

passport photo.pdf

S.A.V.E.

(S.A.V.E.) SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS

O.C.G.A. § 50-36-1 (e) (2) Affidavit

By executing this affidavit under oath, as an applicant for a Macon-Bibb County, Georgia, Occupation Tax Certificate, Alcohol License, or other public benefit as referenced in O.C.G.A. § 50-36-1; the undersigned applicant verifies one of the following with respect to my application for a public benefit:

Are you a U.S. citizen?

citizen : Yes

Certification

I certify that the information disclosed in this application is true and correct, and I agree to abide by, observe, and conduct business according to the rules and regulations prescribed by Macon-Bibb County, the acts of the Georgia General Assembly, and the State Department of Revenue.

Applicant Signature : Richard Howard

Date : 10/16/2023



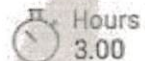
CERTIFICATE OF COMPLETION

This certifies that

Richard Howard

is awarded this certificate for

TIPS On-Premise Alcohol Server Training



Hours
3.00



Completion Date
11/27/2022



Expiration Date
11/26/2025



Certificate #
ON-000027234171

TRAINING™

A handwritten signature in black ink, appearing to read 'Dustin McFadden', is written over a horizontal line.

Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE



Richard Howard



AH000067

ALCOHOL HANDLER

EXP: 12/31/2024

LEASE AGREEMENT

THIS LEASE AGREEMENT (hereinafter referred to as "Lease") is made and entered into this 4th day of December 2023, by and between **Lofts at Bass Holdings, LLC**, whose address is **401 Cherry St, Suite 600, Macon, GA 31201** hereinafter referred to as "Lessor" or "Landlord"), and **Macon Breakfast, LLC dba Toasted** whose address is **5437 Bowman Road, Suite 100, Macon, GA 31210** (hereinafter referred to as "Lessee" or "Tenant").

1. **DEMISED PREMISES:** In consideration of the rents, covenants and agreements hereinafter reserved and contained on the part of Lessee to be observed and performed, Lessor demises and leases to Lessee, and Lessee rents from Lessor, those certain premises now erected or hereinafter to be erected in the **Lofts at Bass Building**, 5437 Bowman Road, Macon, GA 31210, (hereinafter referred to as the "Property" in **Bibb County, Georgia**, a total gross leasable area of approximately **three thousand five hundred thirteen (3,513)** square feet in addition to a future Outdoor Patio Area to be constructed and utilized by Tenant (hereinafter referred to as "Demised Premises" or "Premises" and the building in which the Demised Premises is located is hereinafter referred to as the "Building"). The Demised Premises and the configuration thereof are shown as Suite **100** on the floor plan and Outdoor Patio Area description attached hereto as Exhibit "A-2", further described as Lot 8A-4. The foregoing square footage shall be used for purposes of determining Lessee's proportionate share of certain charges but is not warranted or represented to be the actual square footage of the Demised Premises. The boundaries and location of the Demised Premises are outlined in red on a diagram of the Property, which is attached hereto and made a part hereof and marked Exhibit "A". Exhibit "A-1" sets forth a possible layout of the Building, but without warranty, representation or agreement on the part of Lessor that said Building will be or remain as indicated on said diagram. Lessor may increase, reduce or change the number, dimensions, or location of the walks, buildings and parking areas in any manner whatsoever as Lessor shall deem reasonably proper, and Lessor reserves the right to make alterations or additions to, or build additional stories on the building in which the Demised Premises are contained and to add buildings adjoining the same or elsewhere in the Building or add to or subtract land from the Building. Lessor also reserves the right to enter into or declare new easements or restrictions affecting the Building and to amend or modify the terms of any easements or restrictions affecting the Building, including reciprocal easement agreements relating to parking, ingress and egress and utilities, and this Lease shall be and is subordinate to any such new or amended easements or restrictions. Lessee shall provide plans for any Lessee improvements to the Demised Premises to Lessor prior to initiating such improvements. Lessor reserves the right to approve or disapprove any such improvements within fifteen (15) days of receipt of such improvement plans, Landlord's failure to provide an objection or an approval within thirty (30) days of receipt of the improvement plans, shall waive this provision under the Lease and Landlord's consent and approval shall be deemed approved. Lessor's approval shall not be construed as a warranty or indemnity as to the suitability or safety of such Lessee Improvements.

2. **LENGTH OF TERM:** The term of this Lease shall commence as of the date hereof and, unless sooner terminated or extended as hereinafter provided, shall terminate on the tenth (10th) anniversary of the last day of the month following the Rental Commencement Date as hereinafter defined.

3. **RENTAL COMMENCEMENT DATE:** The term "Rental Commencement Date" shall mean the earlier to occur of: (a) the date April 1, 2024, or (b) the date on which the Lessee shall open the Demised Premises for business. By opening for business, Lessee shall be deemed to have accepted the Demised Premises, to have acknowledged that the same are in the condition called for hereunder and to have agreed that as of that time all of the obligations of Lessor imposed under the Lease have been fully performed.

4. **FINANCING:** In the event the Demised Premises have not yet been constructed, Lessor shall not be obligated to proceed with the construction of the Demised Premises unless and until financing acceptable to Lessor is obtained. Should such financing not be obtainable within twelve (12) months after the date hereof, Lessor may so notify Lessee in writing, and pay to Lessee the sum of \$100.00 as consideration for terminating this Lease and this Lease shall thereupon cease and terminate and each of the parties hereto shall be released and discharged from any and all liability and responsibility hereunder.

5. **MINIMUM RENT:** From and after the Rental Commencement Date, Lessee agrees to pay to Lessor at the address stated hereinabove, or at such other place designated by Lessor in writing, without any prior demand therefore and without any deduction or set-off whatsoever, in advance upon the first day of each calendar month and as fixed minimum rent as shown on the below chart:

Agent Certification

The undersigned certify that the information contained in this application and accompanying documentation is true and correct, and that the Agent named herein has directorial authority over the operations of the business to be licensed. The undersigned further agree to abide by, observe, and conduct the licensed business according to all county ordinances and state laws and regulations in respect thereof, and understand that the Agent named herein may be held personally responsible for violations of County Alcohol Code committed by others at the Agent's direction, or with the Agent's knowledge.

Agent's Signature: [Signature] Date: 3-7-2024

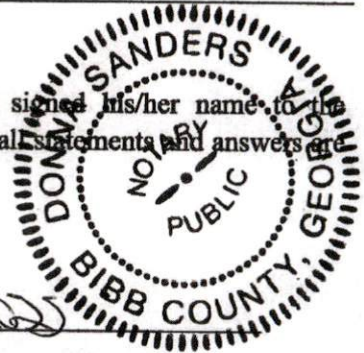
Business Name: TOASTED

I hereby certify that Richard Howard (Agent) signed his/her name to the forgoing statement after stating to me under oath administered by me, that all statements and answers are true and correct.

This 7th day of March, 2024.
[Signature]

NOTARY PUBLIC

MY COMMISSION EXPIRES



Owner/Individual Certification

I certify that the information disclosed in this application is true and correct, and I agree to abide by, observe, and conduct business according to the rules and regulations prescribed by Macon-Bibb County, the acts of the Georgia General Assembly, and the State Department of Revenue.

Individual/Owner's Signature: [Signature] Date: 3-7-2024
 (If different from Agent)

Title: Managing Member - Macon Breakfast LLC

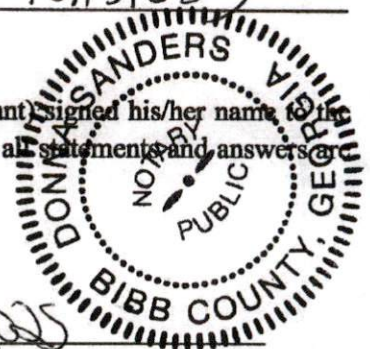
Business Name: Macon Breakfast LLC (dba TOASTED)

I hereby certify that Richard Howard (Applicant) signed his/her name to the forgoing statement after stating to me under oath administered by me, that all statements and answers are true and correct.

This 7th day of March, 2024.
[Signature]

NOTARY PUBLIC

MY COMMISSION EXPIRES



PACKAGE TO GO BUSINESS TYPE IDENTIFICATION FORM
--

Business Name:

Tonsfeel

Business Address:

5437 Bowman Road Ste 106 Macon GA 31210

Instructions:

This form must be completed for each new license or renewal license application for locations selling beer or wine or both, but not distilled spirits, by the package to go.

If you are not selling alcohol by the package to go, or if you are selling distilled spirits by the package to go, simply check the last box on this form for "Exempt" and sign at the bottom.

If you are selling alcohol by the package to go, please read the definitions below and check the box next to the definition which best matches how the business is currently operated or expected to operate under this license. Any intentional failure to identify or misrepresentation on this form may be grounds for denial or revocation of any license issued to you.

Definitions:

- ☐ **Drugstore:** a retail store that provides assorted items including medical or healthcare supplies, that may also provide other items or services such as over-the-counter drugs; processed food and drink items; beauty products; small toys; or photo processing services; and that is licensed by the Georgia State Board of Pharmacy to operate a pharmacy.
- ☐ **Food Mart:** a retail store licensed by the Georgia Commissioner of Agriculture as a food sales establishment, which has a total retail floor space of less than 10,000 square feet, of which at least 85 percent is reserved for the sale of food and other nonalcoholic items, and which regularly sells, at a minimum and among other products the following items: at least four pounds each of five different types of fresh fruits or vegetables; four pounds of fresh, raw beef, chicken, or pork; four dozen fresh chicken eggs; four pounds of bread; and four gallons fresh cow's milk. Food Marts shall be required to maintain a food scale certified by the Georgia Department of Agriculture for the purpose of verifying compliance with this definition. Food Marts shall purchase food items for resale from lawful fresh food wholesalers, and shall be required to produce invoices reflecting the sources of food products sold upon demand by County officials. If an insufficient quantity of an item is present in the Food Mart, Macon-Bibb County may consider receipts or other evidence to determine whether a sufficient good faith effort was made to comply with the minimum item quantity requirements. The term "Food Mart" does not include Drugstores, Gas Stations, Grocery Stores, Small Box Discount Stores, Specialty Stores, or Vice Marts; provided that a Food Mart may or may not be licensed by the Georgia State Board of Pharmacy to operate a pharmacy.
- ☐ **Gas Station:** a Vice Mart that is also licensed by the Georgia Safety Fire Commissioner for the storage and sale of liquefied petroleum gas and that actually regularly sells liquefied petroleum gas.
- ☐ **Grocery Store:** a retail store licensed by the Georgia Commissioner of Agriculture as a food sales establishment, which has a total retail floor space of at least 10,000 square feet, of which at least 85 percent is reserved for the sale of food and other nonalcoholic items, and which sells, at a minimum and among other products at least ten different types of fresh fruits or vegetables; fresh, raw beef, chicken, or pork; fresh chicken eggs; bread; and fresh cow's milk. A Grocery Store may or may not be licensed by the Georgia State Board of Pharmacy to operate a pharmacy.

- ☐ **Small Box Discount Store:** a retail store that provides assorted, inexpensive items that are continuously offered at a discounted price that is usually under \$10 per item. These stores are commonly referred to by names such as "dollar stores," "99 cent stores," "five dollar stores," "discount stores," or "variety stores." Products sold typically include processed food and drink items, personal hygiene products, office supplies and decorations. Retail floor space is typically less than 15,000 square feet.
- ☐ **Specialty Store:** a retail store that derives at least 50% of its annual gross sales from the sale of certain specialized classes or types of food or beverage products, or related accessories or non-food items. Such products are typically of a superior quality or more limited market availability than those general products commonly found in Grocery Stores. This includes brewpubs, malt beverage taprooms, and cocktail rooms. Other examples of Specialty Stores include, without limitation: (a) imported or luxury products; (b) products associated with a particular culture, global region, cuisine, or nationality; (c) products conforming to or supporting the dietary requirements of any sincerely held religious practice or belief; (d) restaurants; (e) organic, vegan, or natural products; (f) meats (e.g., butcher shops, delis, or seafood markets); (g) cheese or dairy products; (h) oils, seasonings, or spices; (i) growlers, craft beers, or wine; (j) breads or baked goods; (k) cigars; (l) honey or beeswax products; (m) products grown or produced within the State of Georgia or any particular location therein; or (n) any similarly specialized products or classes of products.
- ☐ **Vice Mart:** a retail store that provides assorted, inexpensive items for neighborhood residents or travelers, such as processed shelf-stable or refrigerated food and drink items; fountain and brewed drinks; handheld prepared food items; automotive items; tobacco products; family planning products; lottery products; gifts; over-the-counter medications; or similar items. Stores are typically designed for expediency – with customers typically buying few items per transaction and spending only a short time in the store. Retail floor space is typically less than 10,000 square feet.
- ☐ **Other Small Box Retail Store:** a retail store that meets each of the following criteria:
1. the store has a total retail floor space of less than 15,000 square feet; 2. the store does not meet the definition of Drug Store, Food Mart, Gas Station, Grocery Store, Small Box Discount Store, Specialty Store, or Vice Mart; and 3. the store is not licensed or applying for a license for the sale of distilled spirits by the package to go.
- ☒ **Other/None of the Above/Distilled Spirits/Exempt:** Check this box if none of the above definitions apply to your store, or if you are not licensed or applying for a license to sell only beer or wine or both by the package to go.


Applicant/Agent Signature

3/7/2024
Date

SECURITY CAMERA COMPLIANCE VERIFICATION
--

Instructions:

This form must be completed for each new license application for locations selling alcohol by the package to go or operating as a bar or nightclub.

Pursuant to Sec. 4-1 of the Macon-Bibb County Code of Ordinances,

1. Bar shall mean any business that derives 75 percent or more total annual gross revenue from the sale of alcoholic beverages for consumption on the premises, in accordance with O.C.G.A. § 3-1-2;
2. Nightclub shall mean any business which:
 - Directly or indirectly charges patrons for admission;
 - Is licensed under this Chapter for the sale of alcoholic beverages for consumption on premises;
 - Provides entertainment using amplified sound, including, without limitation, the playing of pre-recorded music through amplified sound by a DJ or emcee or similar person; the playing of live analog, electronic, or digital musical instruments; the presentation of live human speech or dialogue through amplified sound; or any combination of the above;
 - Which does not provide a number of seats suitable for the viewing of such entertainment greater than or equal to the number of patrons present; and
 - Which does not earn at least fifty percent of its annual gross revenues from the sale of prepared meals or the letting of rooms for overnight stay.

If you are selling alcohol by the package to go or operating a bar or nightclub you must:

1. *install security cameras in your business that meet the requirements below;*
2. *call the Code Enforcement Department Office at 478-803-0470, select option "0" to schedule an appointment to have an inspection of the security camera system;*
3. *show the inspector that the security camera system meets the requirements below; and*
4. *have the inspector sign this form approving the security camera system.*

If you are not operating as a bar or nightclub or selling alcohol by the package to go, simply check the box on this form for "Exempt" and sign at the bottom.

Pursuant to Sec. 4-40 of the Macon-Bibb County Code of Ordinances,

1. Any establishment selling alcoholic beverages by the package to go must install security cameras, which are, at a minimum, of sufficient quantity, quality, and positioning so as to capture the face and clothing of any person entering into the establishment through any public entrance; or making any purchase from the establishment.
2. Any establishment licensed to sell any alcoholic beverage for consumption on premises, which is operating as a bar or nightclub, is hereby required to install security cameras, which must, at a minimum, be of sufficient quantity, quality, and positioning so as to capture the face and clothing of persons entering into said establishment through any public entrance.

Security Camera Compliance Verification Form
Rev. March 2021
Page 1 of 2

thereof; standing outside of the establishment but within fifty feet of any entrance to said establishment; making any purchase from a fixed point of sale within said establishment; or standing within any dance floor or similar area designated within said establishment.

3. A digital security camera system shall be deemed to be "of sufficient quality" of and only if each camera required under this Section meets the following criteria:
 - It is capable of producing an image with a 1080p High Definition (1920 x 1080 pixels) resolution or greater at a minimum frame rate of 15 frames per second;
 - It is maintained in a state of being free of dust or debris that would interfere with the quality of the image being produced; and
 - It is capable of operating in the actual interior or exterior lighting conditions that are present during all operations and times of operation for the establishment, and of producing a clear image of the face and clothing of the persons described in this Section in all such lighting conditions.
4. Such cameras meeting the requirements of this Section must be capable of producing a retrievable image on film, tape, or other suitable digital format that can be made a permanent record and that can be enlarged through projection or other means. Cameras meeting the requirements of this Section shall be maintained in proper working order at all times and shall be subject to periodic inspection by the Sheriff.
5. Establishments required under this Section to install security cameras shall maintain all video images captured thereby for a period of at least thirty days from the date of image capture.
6. The failure to have or maintain security cameras in good working condition, with sufficient backup storage as to permit the retrieval of images as required by this Section shall be a violation of this Section and shall be punishable in accordance with the general provisions of Section 1-6 of this Code, as well as by any adverse action against the alcohol licensure of such business, up to and including the revocation or denial of all existing alcohol licenses held by such licensee.

Business Name: Toasted

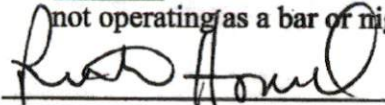
Business Address: 5437 Bowman RD Ste 100 Macon GA 31210

I hereby certify that on this date, I have inspected the security camera and image retrieval system located at the above business and found it to be in compliance with the requirements of Sec. 4-40 of the Macon-Bibb County Code of Ordinances, as stated hereon.

Code Enforcement Department Designee

Date

☒ **Exempt:** Check this box if you are not licensed, not applying for package to go license, or not operating as a bar or nightclub.


Applicant/Agent Signature

3/7/2024
Date

Applicant Privacy Rights Notification Signature Form

Applicant Notification and Record Challenge:

Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. The procedure for obtaining a change, correction or updating an FBI identification record is set forth in Title 28 Code of Federal Regulations 16.34.

Procedures for obtaining a copy of the FBI criminal history record are set forth in 28 CFR 16.30 – 16.33 or go to the FBI website at <http://fbi.gov/about-us/cjis/background-checks>.


Signature

Richard Howard
Print Name

3/7/2024
Date



Alcohol License Questionnaire

Name of Business: TOASTED
Owner's Name: Richard Howard
Address: 5437 Bowman Road Ste 100
Macon, Georgia 31210

1. Do you own or are you leasing your business location? Own Lease

2. If you purchased the building, what was the final sale price as reflected in public records? \$ _____

3. If you are leasing the building, what relation, if any, is there between the building owner and the owner(s) of your business?

Please circle one: Relation, see below No Relation

4. If you are leasing the building, will your landlord be involved in the day to day business operations? Yes No
5. Was the previous operator at this location in any legal or regulatory trouble with local government, state government, law enforcement, or the Georgia lottery in the year prior to the transfer to your business? Yes No
6. Will the previous operator or any family member of the previous operator remain involved in the day to day business operations? Yes No
7. Was the sale of the building, business, or lease an "arms length" or "fair market value" transaction? Yes No

Richard Howard
Printed Name of Person Completing Form

Richard Howard
Signature of Person Completing Form

3/7/2024
Date

ARMED SECURITY PERSONNEL REQUIRED TRAINING COMPLIANCE FORM

Instructions:

This form must be completed by any bar or nightclub operating with an alcohol license which allows or requires security personnel to carry firearms while working. The form shall be submitted upon applying or renewing any license to sell alcohol on the premises. This form is not required for businesses employing certified peace officers in good standing with the Georgia Peace Officer Standards and Training Counsel. Applicants applying for special events which employ armed security personnel are required to submit this form.

Pursuant to the licensing requirements of Sec. 4-550 of the Macon-Bibb County Code of Ordinances, attach the following documentation to this form prior to submission:

1. A copy of the applicant's valid private security business license, issued by the Georgia Board of Private Detective and Security Agencies.
2. A list containing the names and dates of birth of all persons who will be working as armed security personnel at the applicant's place of business or special event location. Use the attached form.

NOTE: IT IS A VIOLATION TO ALLOW ANY PERSON NOT LISTED TO WORK AS AN ARMED SECURITY PERSONNEL WITHOUT FIRST SUBMITTING AN UPDATED COPY OF THIS FORM TO THE TAX COMMISSIONER'S OFFICE. PENALTIES FOR VIOLATING THIS RULE MAY INCLUDE THE LOSS OF YOUR ALCOHOL LICENSES.

3. A copy of a valid private security license from the Georgia Board of Private Detective and Security Agencies for each person named who will be working as armed security personnel at the applicant's place of business or special event location.

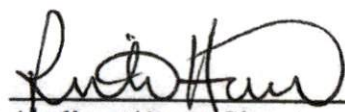
If you are not operating as a bar or nightclub with armed security personnel, simply check the box on this form for "Exempt" and sign at the bottom.

Business Name: Toasted

Business Address: 5437 Bowman Rd Ste 100 Macon GA 31210

☒ **Exempt:** Check this box if you certify that you will not hire any armed security personnel, or that you are not operating as a bar or nightclub.

Does your business derive 75% or more total annual gross revenue from the sale of alcoholic beverages for consumption on the premises? ☐ YES ☒ NO


Applicant/Agent Signature

3/7/2024
Date

Armed Security Personnel Required Training Compliance Form
Rev. July 2021
Page 1 of 2

Macon-Bibb County Certificate of Good Standing

1. Name and Title of the applicant: Richard Howard - owner - Toasted

2. Name of the subject of this Certificate, if different from the applicant:

3. Benefit or privilege for which the applicant is applying (mark one):

☐ Building Permit	☐ Plat Approval	☐ Building Inspection Report	☐ Certificate of Occupancy
☒ Alcohol License (Any)	☐ Privilege License (Any other than alcohol)	☐ Political Appointment	☐ Competitive Contract Bid or Proposal
☐ Non-Competitive Contract over \$50,000	☐ Registering to Bid on Real Property	☐ Other: _____	

4. If the subject is an individual or sole proprietorship, then list all business entities in which the subject has a direct or indirect ownership interest of 25% or more, or legal control over. If the subject is an entity, then list all individuals who have a direct or indirect ownership interest of 25% or more in the subject entity, or who exercise legal control of the entity. Use additional sheets if needed.

Porter-Moore Inc

5. I, the undersigned, do hereby swear or affirm that the information contained in this Certificate is true and complete to the best of my available knowledge. I further swear or affirm that, as of today, none of the individuals or entities listed in this Certificate are more than 90 days delinquent on the payment of any ad valorem property taxes due to the Macon-Bibb County Government. I understand that giving false, incomplete, or inaccurate information on this Certificate may result in the denial of any privilege the applicant is applying for, as well as the revocation of any privilege previously granted by Macon-Bibb County, and may constitute the crimes of false writing or false swearing, which carry a penalty of up to five years in prison and up to a \$1,000 fine.

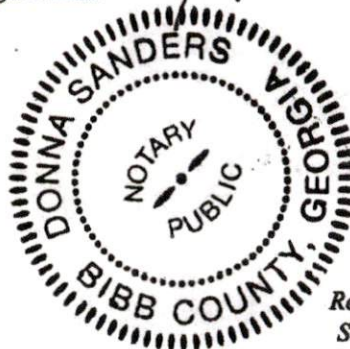
Richard Howard
Print and Sign Name

Sworn to and subscribed before me this
7th day of March, 2024.

Donna Sanders

Notary Public

My commission expires: 7-14-2025



Property Owner

Macon-Bibb County Certificate of Good Standing

1. Name and Title of the applicant: Macon Breakfast, LLC dba Toasted
 2. Name of the subject of this Certificate, if different from the applicant:
Lofts at Bass Holdings, LLC
 3. Benefit or privilege for which the applicant is applying (mark one):

☐ Building Permit	☐ Plat Approval	☐ Building Inspection Report	☐ Certificate of Occupancy
☒ Alcohol License (Any)	☐ Privilege License (Any other than alcohol)	☐ Political Appointment	☐ Competitive Contract Bid or Proposal
☐ Non-Competitive Contract over \$50,000	☐ Registering to Bid on Real Property	☐ Other: _____	

4. If the subject is an individual or sole proprietorship, then list all business entities in which the subject has a direct or indirect ownership interest of 25% or more, or legal control over. If the subject is an entity, then list all individuals who have a direct or indirect ownership interest of 25% or more in the subject entity, or who exercise legal control of the entity. Use additional sheets if needed.

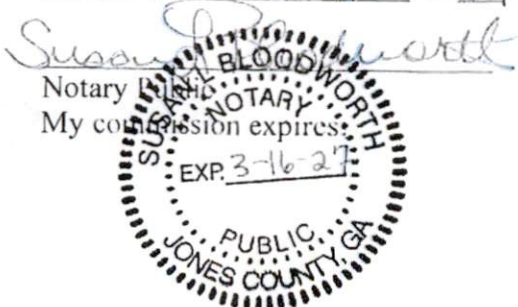
See attached chart

5. I, the undersigned, do hereby swear or affirm that the information contained in this Certificate is true and complete to the best of my available knowledge. I further swear or affirm that, as of today, none of the individuals or entities listed in this Certificate are more than 90 days delinquent on the payment of any ad valorem property taxes due to the Macon-Bibb County Government. I understand that giving false, incomplete, or inaccurate information on this Certificate may result in the denial of any privilege the applicant is applying for, as well as the revocation of any privilege previously granted by Macon-Bibb County, and may constitute the crimes of false writing or false swearing, which carry a penalty of up to five years in prison and up to a \$1,000 fine.

Print and Sign Name

Travis B. Griffith, Manager

Sworn to and subscribed before me this
11th day of March, 2024





Tax Commissioner's Office
188 Third Street
Macon, GA 31201

Review Form

The attached application is a petition to Macon-Bibb County for an Alcoholic Beverage License.

The following required documents are included in the application:

- ☐ Signature form
- ☐ BSO Recommendation letter
- ☐ Proof of Planning and Zoning compliance
- ☐ Affidavit from the Macon-Bibb County Engineer's Department
- ☐ Affidavit from the Macon Telegraph Newspaper

Legal Review 6/7/2024 (Date) ^{DS}
SD (Initials)

Comments

After review, legal recommends approval.

Initials

^{DS}
CF Stephanie Freeman, Administrative Office Specialist



LEGISLATIVE SPONSORS

- | | |
|---|--|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

A RESOLUTION OF MACON-BIBB COUNTY COMMISSION AUTHORIZING BRAGG JAM, INC., A NONPROFIT ORGANIZATION, TO HOLD ITS 2024 CONCERT CRAWL IN DOWNTOWN MACON, GEORGIA, ON SATURDAY, JULY 27, 2024; TO PERMIT FESTIVAL-GOERS TO CARRY AND CONSUME ALCOHOLIC BEVERAGES IN AND ABOUT THE DESIGNATED STREETS OF DOWNTOWN MACON UNDER SPECIFIED CONDITIONS; TO REQUIRE BRAGG JAM, INC. TO PROVIDE FOR AND/OR REIMBURSE MACON-BIBB COUNTY FOR ALL EXPENSES INCURRED FOR SECURITY AND CLEAN-UP; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, Bragg Jam, Inc. is a nonprofit corporation, organized pursuant to 28 U.S.C. § 501(c)(3) and inspired by late Macon, Georgia, musicians Brax and Tate Bragg; and

WHEREAS, the Bragg Jam Concert Crawl is annual music festival celebrating Macon's rich musical history and featuring a broad range of genres, providing entertainment for citizens, residents, and visitors to Macon-Bibb County; and

WHEREAS, the Bragg Jam Concert Crawl promotes community engagement and encourages citizens, residents, and visitors to enjoy the many shops, restaurants, and venues in downtown Macon, along with other community events throughout the area; and

WHEREAS, Bragg Jam, Inc. has contributed a portion of its net proceeds to projects in the community, and intends to continue its policy of contributing to worthwhile projects in the community in 2024; and

WHEREAS, alcoholic beverages will be available for purchase at the Bragg Jam Concert Crawl from participating businesses in the downtown business area, and festival goers may desire traverse the premises, sidewalks, and streets of downtown Macon with said alcoholic beverages whilst moving between venues; and

WHEREAS, the Macon-Bibb County Commission has determined that relaxing certain restrictions on the sale and consumption of alcoholic beverages during the event is in the best interest of the citizens of Macon-Bibb County; and

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of same, that pursuant to Section 4-313(c)(6) of the Macon-Bibb County Code of Ordinances, the prohibitions contained in Section 4-313(b) against open containers of alcohol on any public streets, highways, alleys, sidewalks, parks, or picnic areas, shall not apply to the downtown business area, as defined under Section 4-313(c)(6)(a), during the Bragg Jam Concert Crawl between the hours of 12:00 p.m. on Saturday, July 27, 2024, to 2:00 a.m. on Sunday, July 28, 2024, pursuant to, and subject to, all requirements and conditions of Section 4-313(c)(6), and any other applicable laws.

BE IT FURTHER RESOLVED that Bragg Jam, Inc., sponsor of Bragg Jam Festival 2024, shall either pay for or reimburse Macon-Bibb County for the cost of security during the festival at all of its venues within Macon-Bibb County and for cleanup of all public premises, streets, highways, alleys, sidewalks, parks, or picnic areas, following the festival at all its venues within the City.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED that in the event scrivener's errors shall be discovered in this Resolution or in the Exhibits hereto after the adoption hereof, the Macon-Bibb County Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission grants the Mayor the authority to take any and all further actions necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as specifically provided herein, any and all ordinances or resolutions or parts of ordinances or resolutions in conflict with this Resolution shall be and the same hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED that in the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or upon its adoption into law without such approval.

APPROVED AND ADOPTED this ____ day of _____, 2024.

By: _____
LESTER M. MILLER, Mayor

Attest: _____
JANICE S. ROSS, Clerk of Commission

(SEAL)



LEGISLATIVE SPONSORS

- | | |
|--|---|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

AN ORDINANCE OF THE MACON-BIBB COUNTY COMMISSION TO ADOPT A BUDGET AND APPROPRIATE SUMS FOR THE OPERATION OF THE MACON-BIBB COUNTY GOVERNMENT FOR FISCAL YEAR 2025; TO PROVIDE FOR REPEAL OF CONFLICTING ORDINANCES; AND TO PROVIDE FOR OTHER LAWFUL PURPOSES.

WHEREAS, Ga. L. 2012, p.5595, as amended thereafter, (the “Charter”) established a single county-wide government with powers and jurisdiction throughout the territorial limits of Bibb County under the name Macon-Bibb County, the governing body for which is the Macon-Bibb County Commission (the “Commission”); and

WHEREAS, pursuant to the requirements of Sections 26 of the Charter, the Mayor submitted to the Commission on May 14, 2024, being at least six weeks prior to the start of the fiscal year, a budget message and a budget report, accompanied by a draft of the recommended appropriations ordinance, which provides for the appropriation of the funds necessary to operate all the various departments and to meet the current expenses of Macon-Bibb County for the next fiscal year; and

WHEREAS, pursuant to the requirements of Section 26 of the Charter, the Commission shall annually appropriate the funds necessary to operate all the various departments and to meet the current expenses of the restructured government for Fiscal Year 2025 by approving said appropriations ordinance by a two-thirds majority vote of the commissioners then serving; and

WHEREAS, the Macon-Bibb County Commission finds that the budget and appropriations specified herein are necessary and proper to promote or protect the safety, health, peace, security, and general welfare of Macon-Bibb County and its inhabitants;

NOW, THEREFORE, BE IT ORDAINED by the Macon-Bibb County Commission and it is hereby so ordained by the authority of the same that:

Section 1.

Exhibit A, attached hereto and by this reference made a part hereof, shall be the Macon-Bibb County Budget for Fiscal Year 2025, and each departmental expenditure listed in Exhibit A is hereby appropriated for the purposes specified, to the legal level of control, being the major component level. No monies shall be transferred between major components or from any department or fund without express consent of the Commission.

Section 2.

Exhibit B, attached hereto and by this reference made a part hereof, shall be the Macon-Bibb County Organizational Chart for Fiscal Year 2025.

Section 3.

The sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared illegal by the valid judgment or decree of any court of competent jurisdiction, such illegality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance.

Section 4.

In the event scrivener's errors shall be discovered in this Ordinance or in the Exhibits hereto after the adoption hereof, the Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Ordinance.

Section 5.

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

Section 6.

This Ordinance, to the extent necessary, shall be codified in a manner consistent with the laws of the State of Georgia and Macon-Bibb County.

Section 7.

- (a) It is hereby declared to be the intention of the Macon-Bibb County Commission that all sections, paragraphs, sentences, clauses, and phrases of this Ordinance are and were, upon their enactment, believed by the Macon-Bibb County Commission to be fully valid, enforceable, and constitutional.

- (b) It is hereby declared to be the intention of the Macon-Bibb County Commission that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Chapter is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. It is hereby further declared to be the intention of the Macon-Bibb County Commission that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.
- (c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Macon-Bibb County Commission 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 Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs, and sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

Section 8.

All Ordinances or parts of Ordinances in conflict with this Ordinance are, to the extent of such conflict, hereby repealed.

Section 9.

Pursuant to and in accordance with Section 14 of the Charter, the Mayor may disapprove or reduce any item or items of appropriation in this Ordinance. The approved part or parts of this Ordinance making appropriations shall become law effective immediately upon its approval by the Mayor, and the part or parts disapproved shall not become law unless subsequently passed into law by the Commission over the Mayor's veto by the affirmative vote of six (6) members of the Macon-Bibb County Commission.

[Signatures on the following page.]

APPROVED AND ADOPTED this ____ day of _____, 2024.

By: _____

LESTER M. MILLER, Mayor

Attest: _____

(SEAL)

JANICE S. ROSS, Clerk of Commission

EXHIBIT A

Macon-Bibb County, Georgia
Budget Ordinance FY 2025
Exhibit A

General Fund	
Revenues:	
Taxes	\$ 189,599,000
Business Licenses/Permits	\$ 5,225,000
Intergovernmental Revenue	\$ 3,536,000
Charges for Services	\$ 7,048,000
Fines & Forfeitures	\$ 1,705,000
Investment Income	\$ 1,095,000
Rent	\$ 1,888,000
Miscellaneous	\$ 1,230,000
Other Financing Resources	\$ 316,462
Total Revenues General Fund	\$ 211,642,462
Expenditures:	
Board of Commissioners	\$ 585,688
Mayor's Office	\$ 531,000
County Manager	\$ 2,070,334
County Clerk	\$ 432,381
Board of Elections	\$ 2,426,181
Finance	\$ 2,035,688
Purchasing	\$ 386,915
County Attorney	\$ 2,899,341
Information Technology	\$ 7,630,753
Human Resources	\$ 1,822,002
Tax Commissioner	\$ 4,582,405
Tax Assessors	\$ 2,610,558
Risk Management	\$ 1,530,200
Internal Audit	\$ 303,649
Facilities Management	\$ 10,201,560
Data/Records Management	\$ 180,169
Small Business Affairs	\$ 231,051
General Services-Mail Services	\$ 260,000
General Administrative Fees	\$ 603,457
Non-Departmental	\$ 899,500
Superior Court Judges	\$ 2,078,146
Superior Court Clerk	\$ 3,185,158
District Attorney	\$ 4,871,277
DA - Victim Witness	\$ 231,674
State Court Judges	\$ 1,764,210
State Court Probation	\$ 1,076,158
State Court Solicitor	\$ 1,641,211

Magistrate Court	\$	570,551
Civil Court Administration	\$	1,213,746
Civil Court Sheriff	\$	706,646
Probate Court	\$	1,209,799
Juvenile Court	\$	1,651,433
Municipal Court	\$	985,688
Grand Jury	\$	37,427
Public Defender	\$	4,289,524
Sheriff's Office	\$	56,518,857
Fire Department	\$	33,999,162
Coroner	\$	710,549
Animal Welfare	\$	1,090,266
Emergency Management Agency	\$	717,567
Public Works	\$	5,891,265
Engineering	\$	2,210,819
Health	\$	1,080,000
Welfare	\$	4,238,590
Community Services	\$	4,330,980
Recreation	\$	7,429,491
Parks & Beautification	\$	4,618,506
Extension Service	\$	380,922
Code Enforcement	\$	1,927,481
Industrial & Urban Development	\$	6,665,468
Economic & Community Development	\$	45,000
Debt Service	\$	-
Other Funding Sources	\$	1,958,774
Transfer to Other Funds	\$	10,093,285
Total Expenditures General Fund	\$	211,642,462
Crime Victim Assistance Fund	\$	74,845
Drug Abuse Treatment & Edu Fund	\$	97,200
Alternate Dispute Resolution Fund	\$	277,738
Juvenile Court Supervision Fund	\$	25,000
Law Library Fund	\$	40,000
Confiscated Fund	\$	873,000
Macon Bibb County Jail Fund	\$	132,000
Commissary Fund	\$	3,510,000
E-911 Fund	\$	4,184,013

\$ -

American Rescue Grant Fund	\$ 62,326,223
Sponsored Programs Fund	\$ 10,226,745
CDBG Grant Fund	\$ 2,007,468
Grants Fund	\$ 40,623,358
ECD-HOME Grant Fund	\$ 1,254,412
ECD-Emergency Solutions Grant	\$ 159,452
Middle GA Education Corridor BID	\$ 300,000
Downtown Macon Business Imp Dist	\$ 460,000
Hotel Motel Tax Fund	\$ 6,000,000
DFACS MIL Fund	\$ 3,466,078
Emerg Mgt & Disaster Control	\$ 95,000
Capital Improvement Fund	\$ 12,243,746
SPLOST 2018 Funds	\$ 129,982,368
Ocmulgee Greenway Fund	\$ 33,533
Blight Elimination Fund	\$ 2,000,000
2014 TAD-2 Second St Project Fund	\$ 1,000,000
2104 TAD-3 Renaissance Projects	\$ 70,262
2014 TAD-4 Bibb Mill Center Fund	\$ 700,000
Debt Service Fund	\$ 18,438,386
Solid Waste Management Fund	\$ 16,444,269
Airport Fund	\$ 10,562,435
Coliseum & Auditorium Fund	\$ 1,177,000
Bowden Golf Course Fund	\$ 1,040,017

FY 25 General Fund Departmental Budget

Board of Commissioners

Salaries and Benefits	\$ 253,745
Operating	\$ 327,943
Operating Equipment	\$ 4,000
Total	\$ 585,688

Mayor's Office

Salaries and Benefits	\$ 389,200
Operating	\$ 140,800
Operating Equipment	\$ 1,000
Total	\$ 531,000

County Manager

Salaries and Benefits	\$ 1,746,469
Operating	\$ 306,865
Operating Equipment	\$ 17,000
Total	\$ 2,070,334

Clerk of Commission

Salaries and Benefits	\$ 370,071
Operating	\$ 46,810
Operating Equipment	\$ 15,500
Total	\$ 432,381

Board of Elections

Salaries and Benefits	\$ 674,533
Operating	\$ 1,692,367
Operating Equipment	\$ 59,281
Total	\$ 2,426,181

Finance

Salaries and Benefits	\$ 1,972,978
Operating	\$ 50,710
Operating Equipment	\$ 12,000
Total	\$ 2,035,688

Purchasing

Salaries and Benefits	\$ 361,045
Operating	\$ 22,870
Operating Equipment	\$ 3,000
Total	\$ 386,915

County Attorney

Salaries and Benefits	\$ 776,258
Operating	\$ 2,115,083
Operating Equipment	\$ 8,000
Total	\$ 2,899,341

Information Technology

Salaries and Benefits	\$ 2,776,955
Operating	\$ 4,780,148
Operating Equipment	\$ 73,650
Total	\$ 7,630,753

Human Resources

Salaries and Benefits	\$ 1,096,369
Operating	\$ 710,633
Operating Equipment	\$ 15,000
Total	\$ 1,822,002

Tax Commissioner

Salaries and Benefits	\$ 3,825,136
Operating	\$ 754,769
Operating Equipment	\$ 2,500
Total	\$ 4,582,405

Tax Assessors

Salaries and Benefits	\$ 2,090,813
Operating	\$ 508,965
Operating Equipment	\$ 10,780
Total	\$ 2,610,558

Risk Management

Salaries and Benefits	\$ -
Operating	\$ 1,530,200
Operating Equipment	\$ -
Total	<u>\$ 1,530,200</u>

Internal Audit

Salaries and Benefits	\$ 274,649
Operating	\$ 26,500
Operating Equipment	\$ 2,500
Total	<u>\$ 303,649</u>

Facilities Management

Salaries and Benefits	\$ 3,102,498
Operating	\$ 7,032,062
Operating Equipment	\$ 67,000
Total	<u>\$ 10,201,560</u>

Data/Records Management

Salaries and Benefits	\$ 127,246
Operating	\$ 43,323
Operating Equipment	\$ 9,600
Total	<u>\$ 180,169</u>

Small Business Affairs

Salaries and Benefits	\$ 140,051
Operating	\$ 90,000
Operating Equipment	\$ 1,000
Total	<u>\$ 231,051</u>

GS-Mail Service

Salaries and Benefits	\$ -
Operating	\$ 260,000
Operating Equipment	\$ -
Total	<u>\$ 260,000</u>

General Administration Fees

Salaries and Benefits	\$ -
Operating	\$ 603,457
Operating Equipment	\$ -
Total	\$ 603,457

Non Departmental

Salaries and Benefits	\$ -
Operating	\$ 899,500
Operating Equipment	\$ -
Total	\$ 899,500

Superior Court

Salaries and Benefits	\$ 1,539,246
Operating	\$ 488,500
Operating Equipment	\$ 50,400
Total	\$ 2,078,146

Clerk of Superior Court

Salaries and Benefits	\$ 2,685,645
Operating	\$ 474,513
Operating Equipment	\$ 25,000
Total	\$ 3,185,158

District Attorney

Salaries and Benefits	\$ 4,080,251
Operating	\$ 761,026
Operating Equipment	\$ 30,000
Total	\$ 4,871,277

District Attorney-Victim Witness

Salaries and Benefits	\$ 231,674
Operating	\$ -
Operating Equipment	\$ -
Total	\$ 231,674

State Court

Salaries and Benefits	\$ 1,271,282
Operating	\$ 448,058
Operating Equipment	\$ 44,870
Total	\$ 1,764,210

State Court Probation

Salaries and Benefits	\$ 952,933
Operating	\$ 101,225
Operating Equipment	\$ 22,000
Total	\$ 1,076,158

State Court Solicitor

Salaries and Benefits	\$ 1,549,337
Operating	\$ 83,243
Operating Equipment	\$ 8,631
Total	\$ 1,641,211

Magistrate Court

Salaries and Benefits	\$ 524,836
Operating	\$ 28,065
Operating Equipment	\$ 17,650
Total	\$ 570,551

Civil Court - Administration

Salaries and Benefits	\$ 1,124,894
Operating	\$ 80,693
Operating Equipment	\$ 8,159
Total	\$ 1,213,746

Civil Court-Sheriff

Salaries and Benefits	\$ 554,670
Operating	\$ 137,050
Operating Equipment	\$ 14,926
Total	\$ 706,646

Probate Court

Salaries and Benefits	\$ 1,003,142
Operating	\$ 192,797
Operating Equipment	\$ 13,860
Total	\$ 1,209,799

Juvenile Court

Salaries and Benefits	\$ 1,300,473
Operating	\$ 345,960
Operating Equipment	\$ 5,000
Total	\$ 1,651,433

Municipal Court

Salaries and Benefits	\$ 722,288
Operating	\$ 260,400
Operating Equipment	\$ 3,000
Total	\$ 985,688

Grand Jury

Salaries and Benefits	\$ 5,457
Operating	\$ 31,970
Operating Equipment	\$ -
Total	\$ 37,427

Public Defender

Salaries and Benefits	\$ -
Operating	\$ 4,289,524
Operating Equipment	\$ -
Total	\$ 4,289,524

Sheriff

Salaries and Benefits	\$ 38,341,740
Operating	\$ 15,698,996
Operating Equipment	\$ 2,478,121
Total	\$ 56,518,857

Fire

Salaries and Benefits	\$ 29,746,970
Operating	\$ 4,140,192
Operating Equipment	\$ 112,000
Total	<u>\$ 33,999,162</u>

Coroner

Salaries and Benefits	\$ 337,849
Operating	\$ 370,700
Operating Equipment	\$ 2,000
Total	<u>\$ 710,549</u>

Animal Welfare

Salaries and Benefits	\$ 705,268
Operating	\$ 348,111
Operating Equipment	\$ 36,887
Total	<u>\$ 1,090,266</u>

Emergency Management Agency

Salaries and Benefits	\$ 489,008
Operating	\$ 226,059
Operating Equipment	\$ 2,500
Total	<u>\$ 717,567</u>

Public Works

Salaries and Benefits	\$ 4,153,715
Operating	\$ 1,682,550
Operating Equipment	\$ 55,000
Total	<u>\$ 5,891,265</u>

Engineering

Salaries and Benefits	\$ 1,380,995
Operating	\$ 748,824
Operating Equipment	\$ 81,000
Total	<u>\$ 2,210,819</u>

Health

Salaries and Benefits	\$ -
Operating	\$ 1,080,000
Operating Equipment	\$ -
Total	\$ 1,080,000

Welfare

Salaries and Benefits	\$ -
Operating	\$ 4,238,590
Operating Equipment	\$ -
Total	\$ 4,238,590

Community Service

Salaries and Benefits	\$ -
Operating	\$ 4,330,980
Operating Equipment	\$ -
Total	\$ 4,330,980

Recreation

Salaries and Benefits	\$ 4,925,936
Operating	\$ 2,300,905
Operating Equipment	\$ 202,650
Total	\$ 7,429,491

Parks and Beautification

Salaries and Benefits	\$ 2,308,075
Operating	\$ 2,213,123
Operating Equipment	\$ 97,308
Total	\$ 4,618,506

Extension Service

Salaries and Benefits	\$ 315,959
Operating	\$ 48,963
Operating Equipment	\$ 16,000
Total	\$ 380,922

Code Enforcement

Salaries and Benefits	\$ 1,690,896
Operating	\$ 206,585
Operating Equipment	\$ 30,000
Total	<u>\$ 1,927,481</u>

Industrial & Urban Development

Salaries and Benefits	\$ -
Operating	\$ 6,665,468
Operating Equipment	\$ -
Total	<u>\$ 6,665,468</u>

Economic and Community Development

Salaries and Benefits	\$ -
Operating	\$ 45,000
Operating Equipment	\$ -
Total	<u>\$ 45,000</u>

Transfer to Other Funds

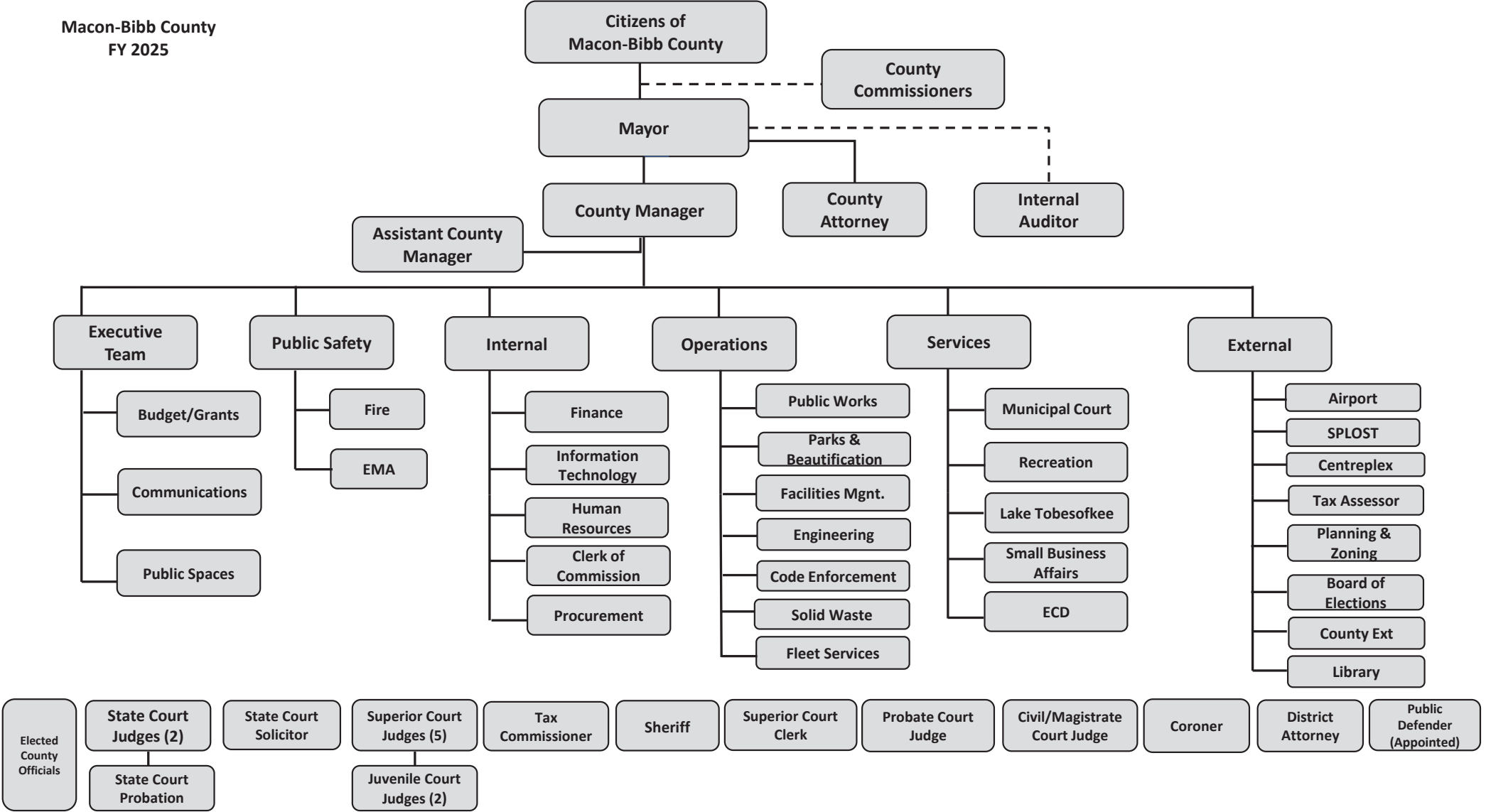
Salaries and Benefits	\$ -
Operating	\$ 10,093,285
Operating Equipment	\$ -
Total	<u>\$ 10,093,285</u>

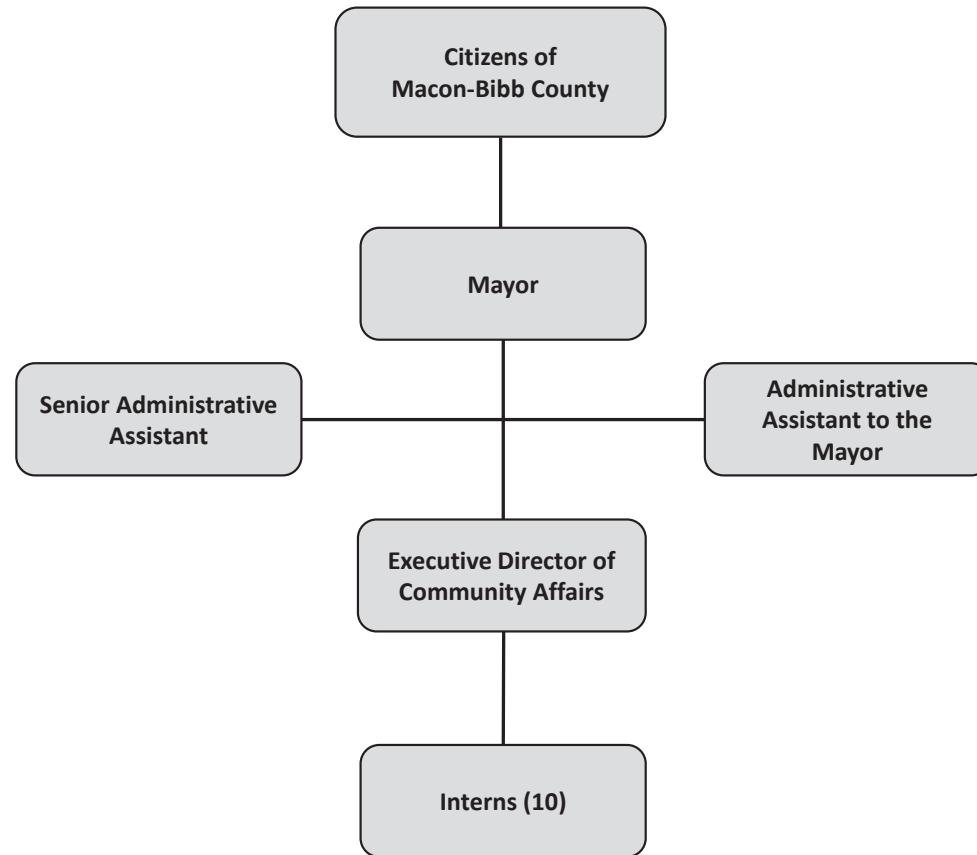
Other Funding Sources

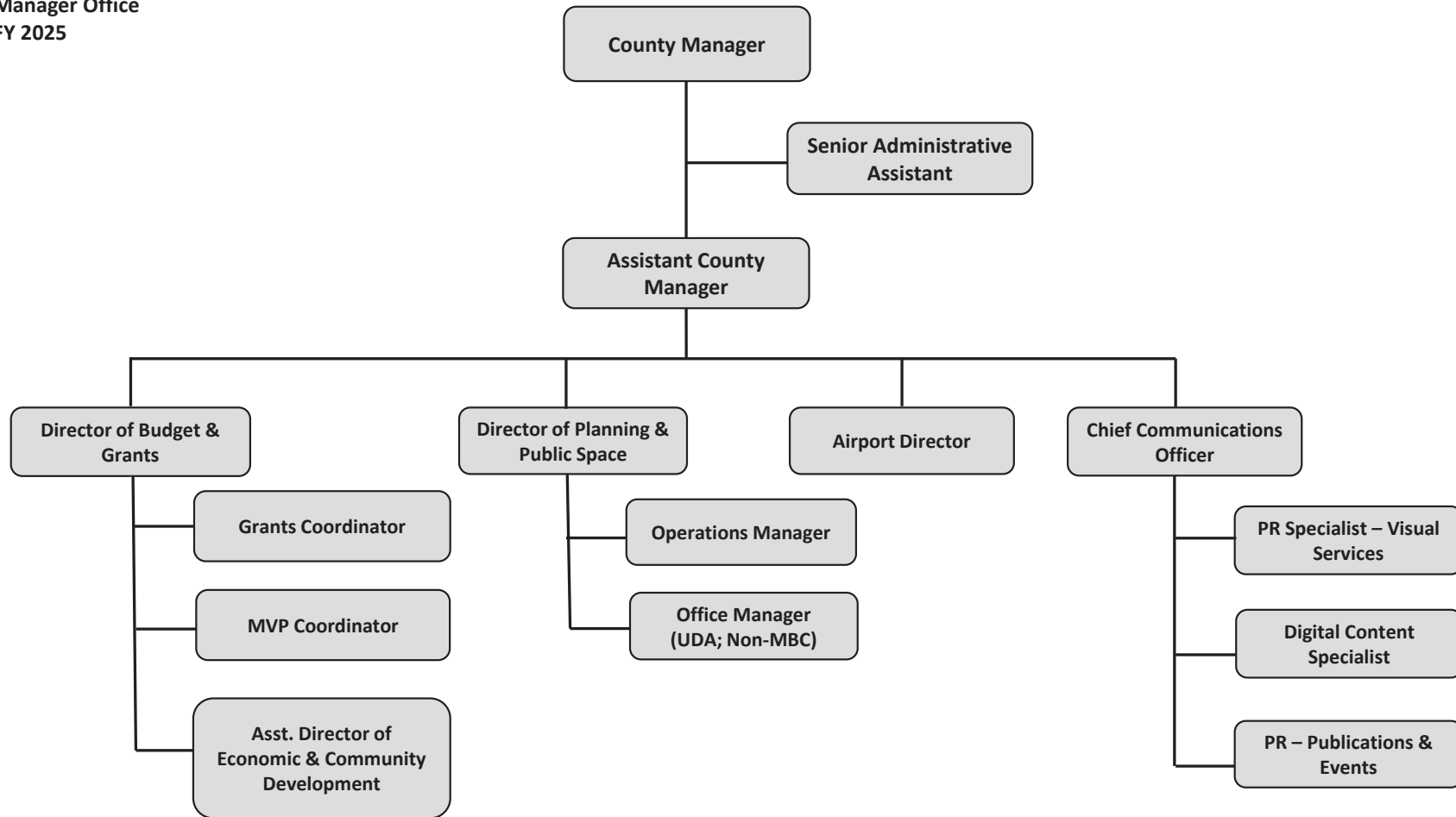
Salaries and Benefits	\$ -
Operating	\$ 1,958,774
Operating Equipment	\$ -
Total	<u>\$ 1,958,774</u>

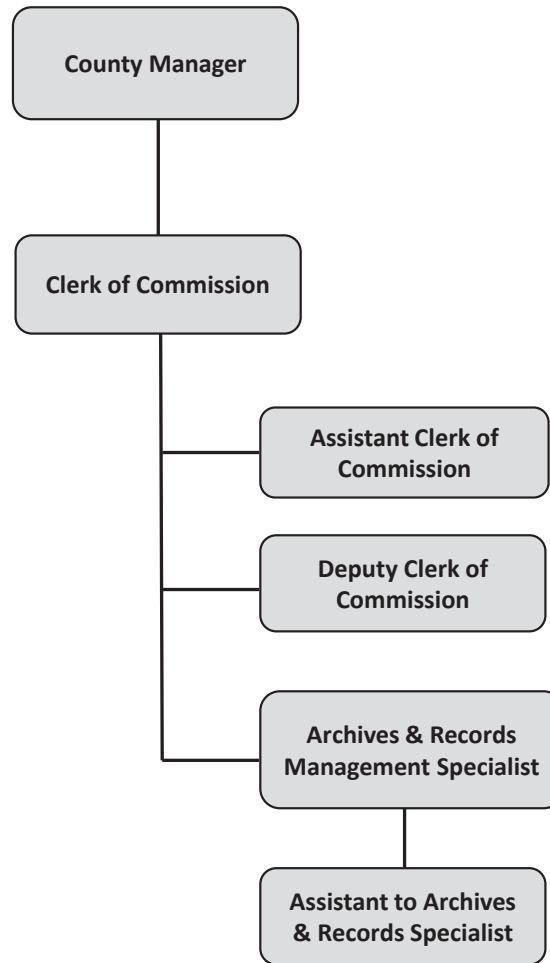
Total General Fund Budget	<u>\$ 211,642,462</u>
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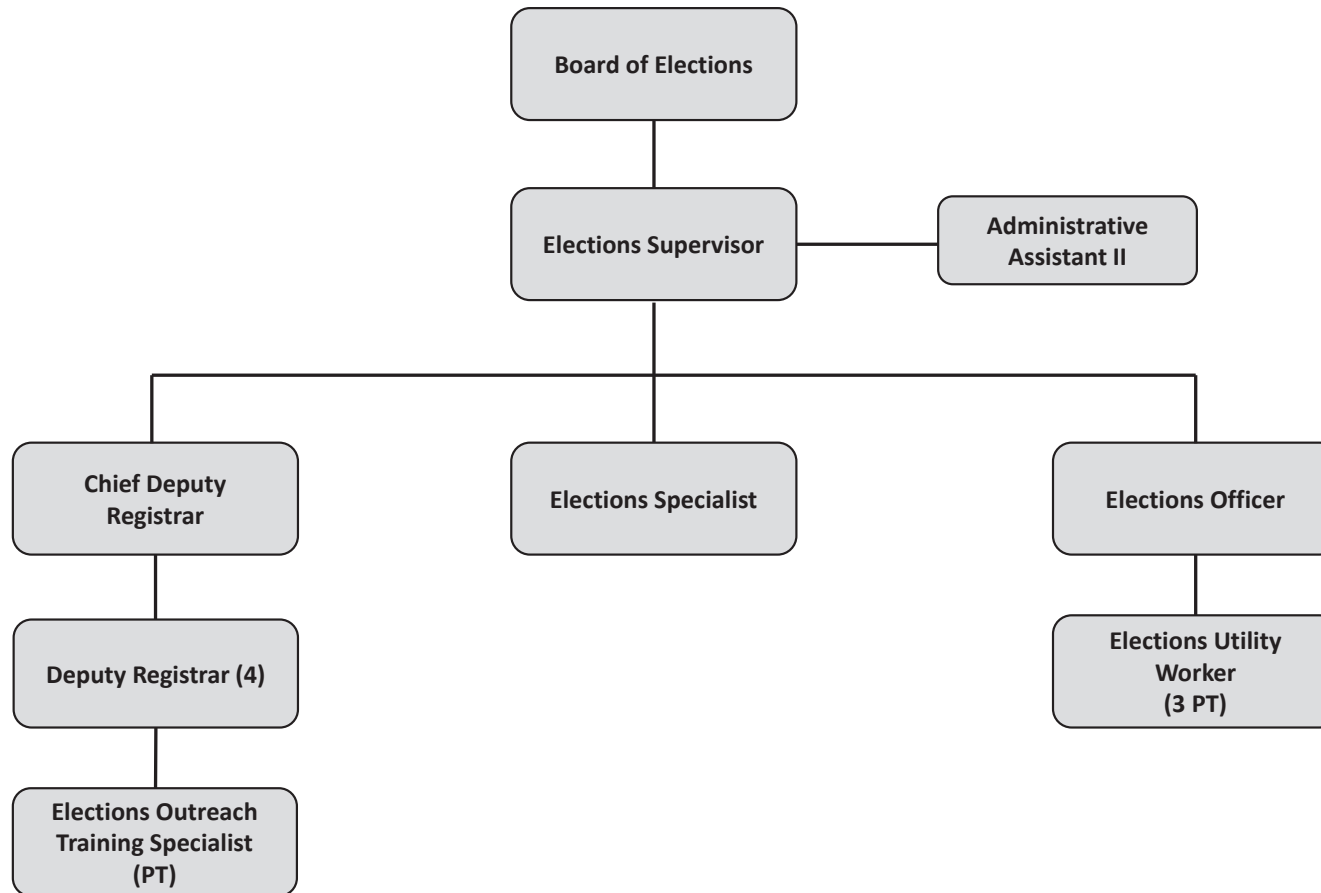
EXHIBIT B

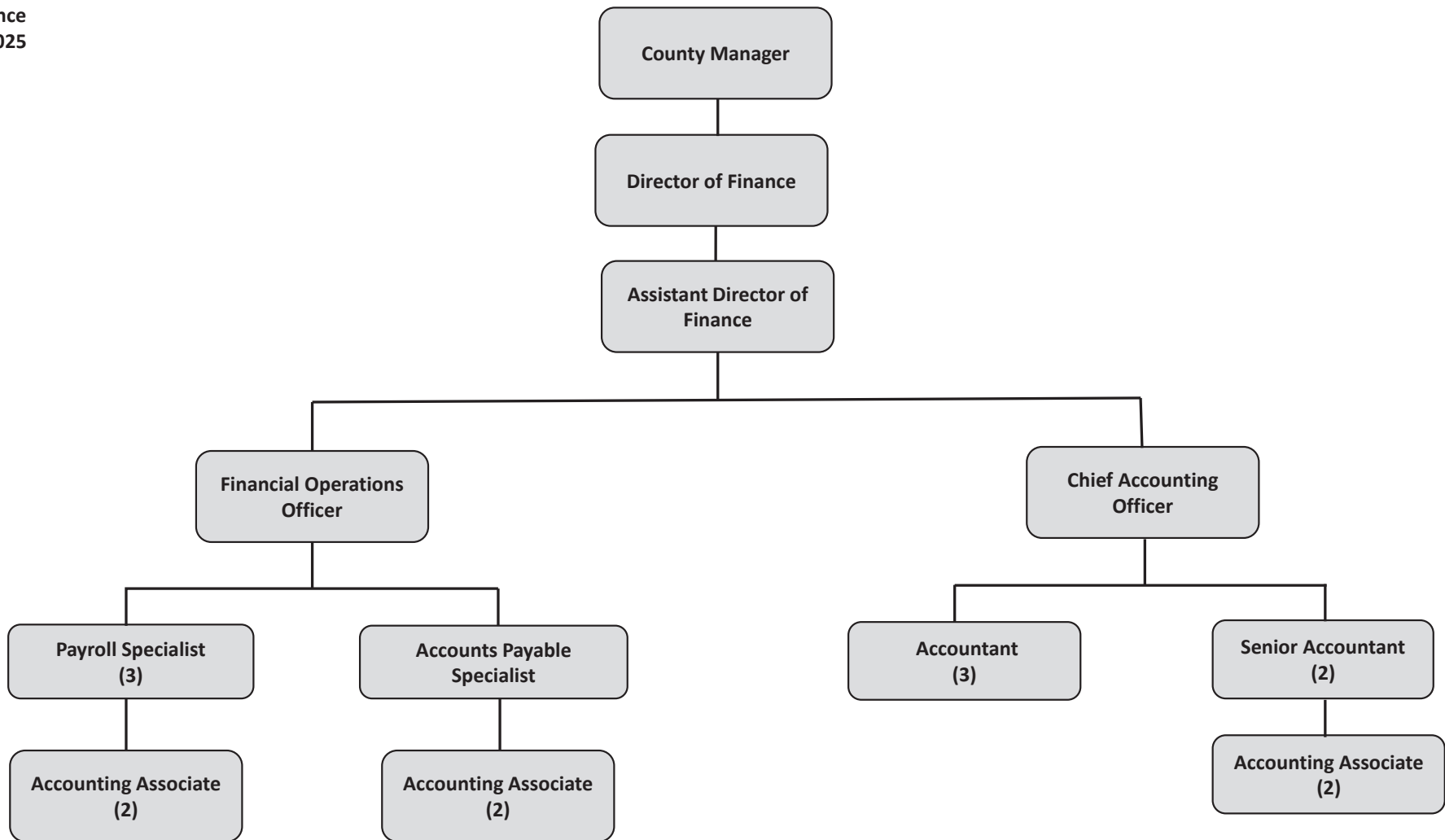


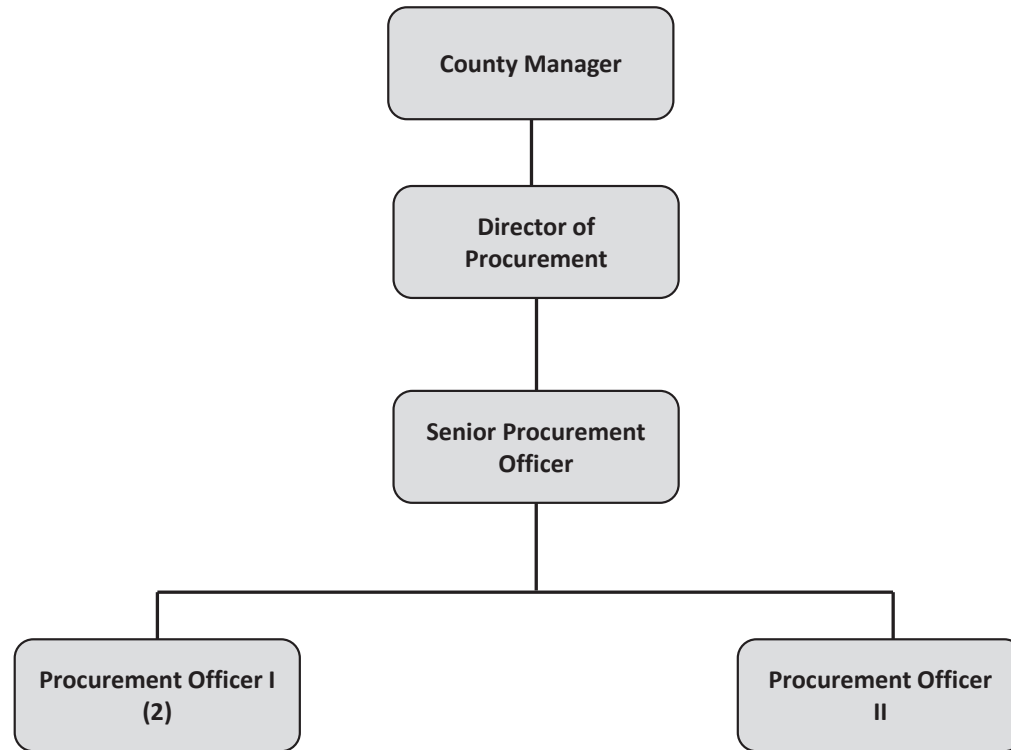


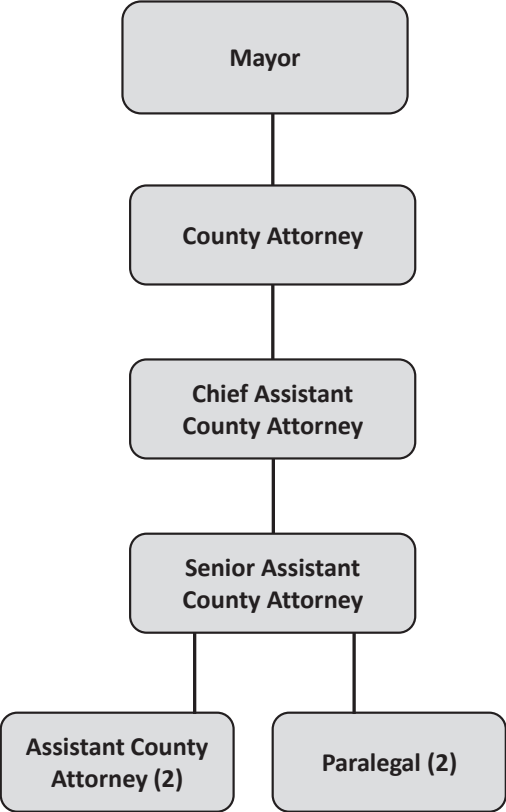




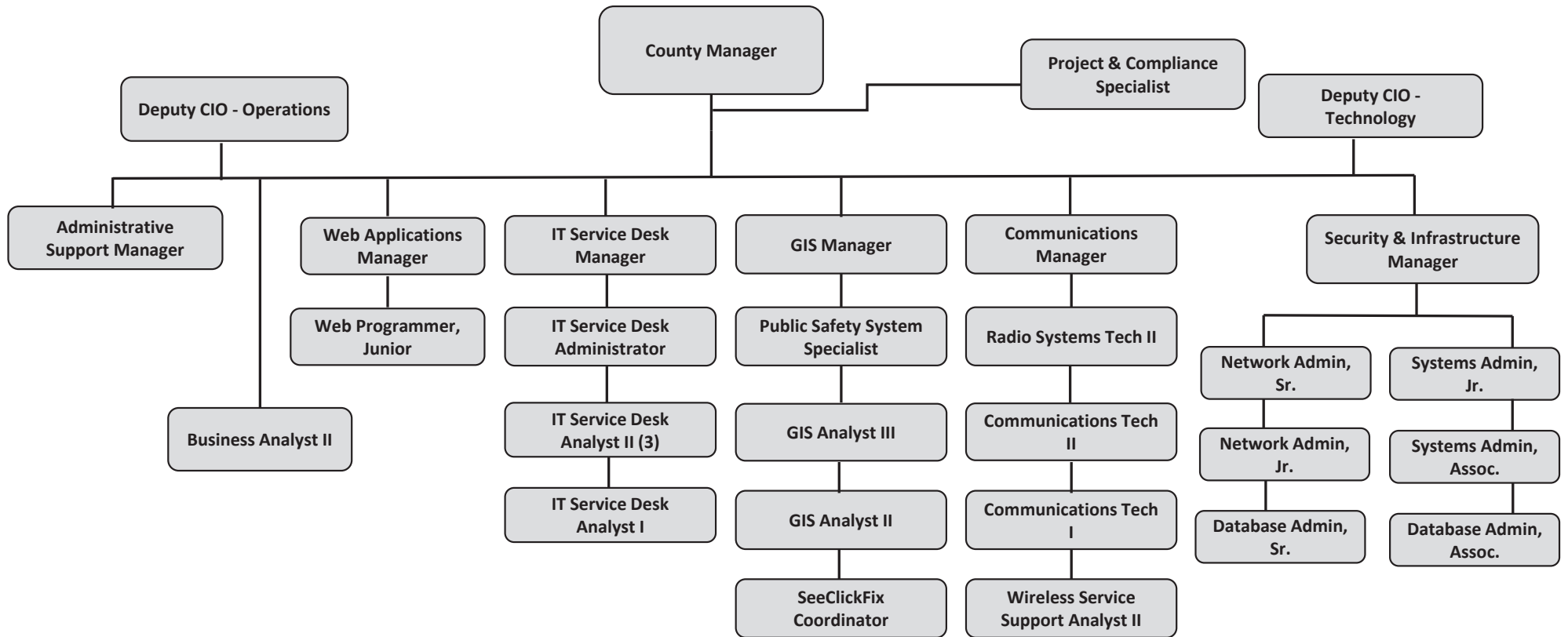


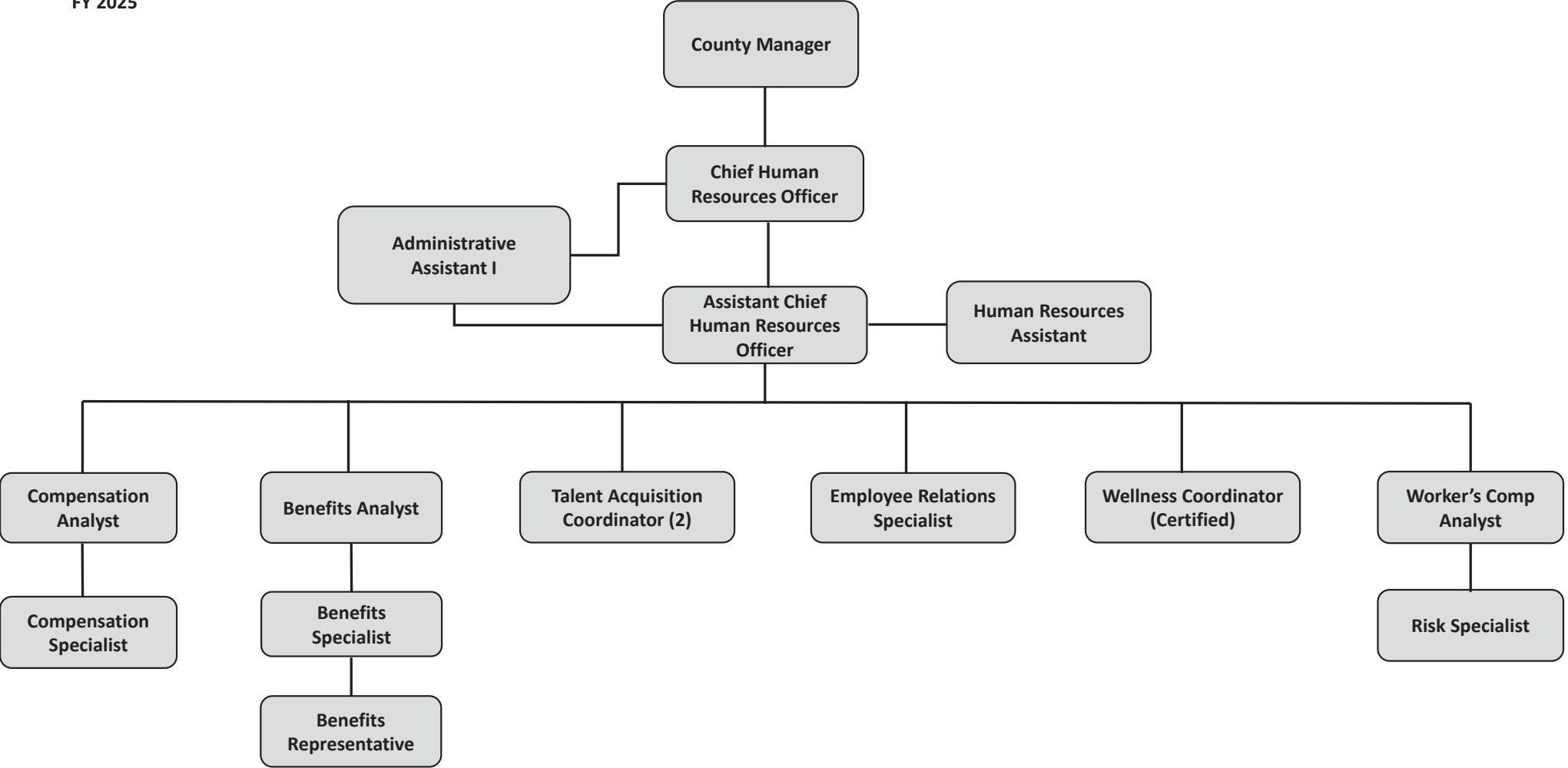


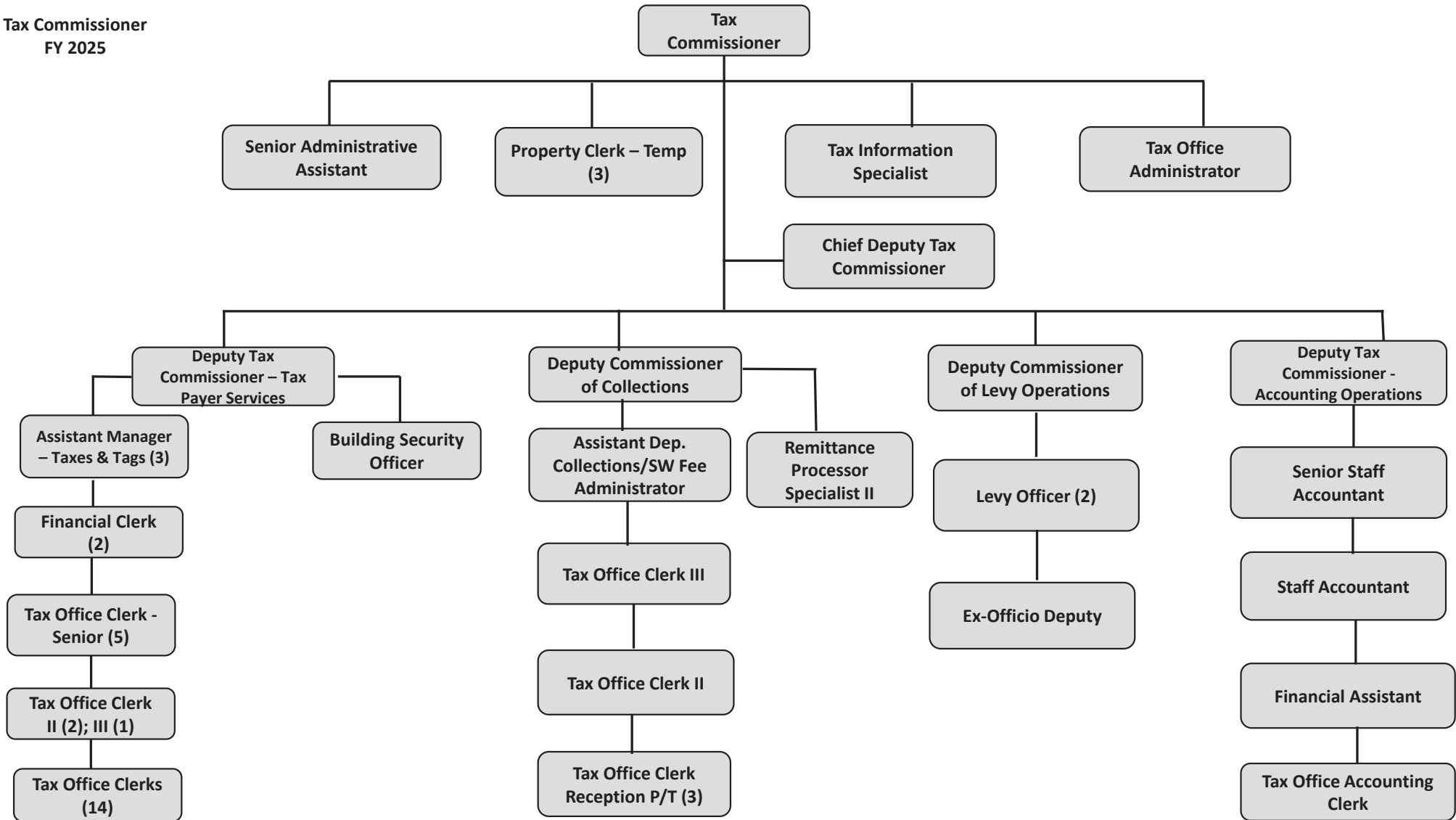


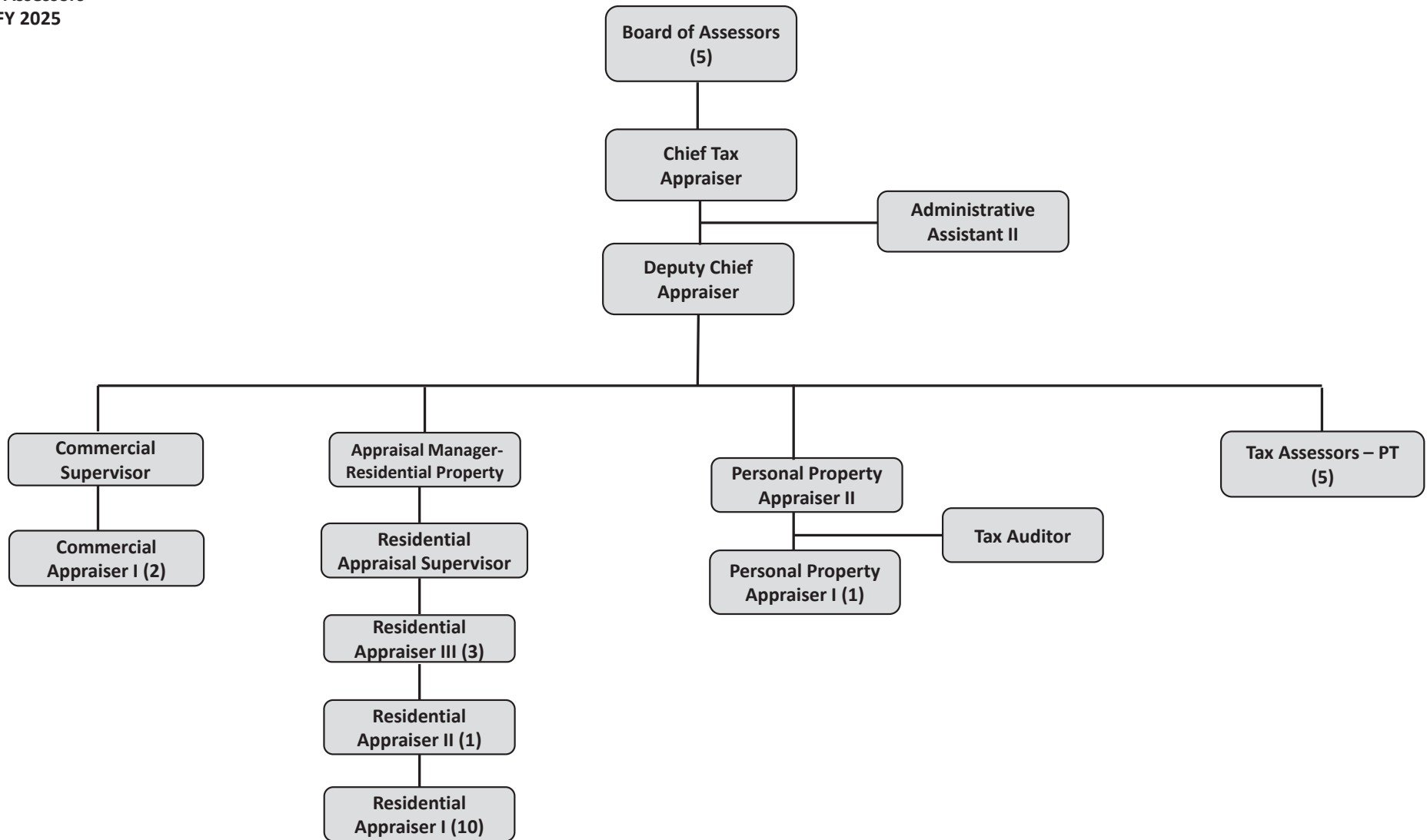


Information Technology
FY 2025

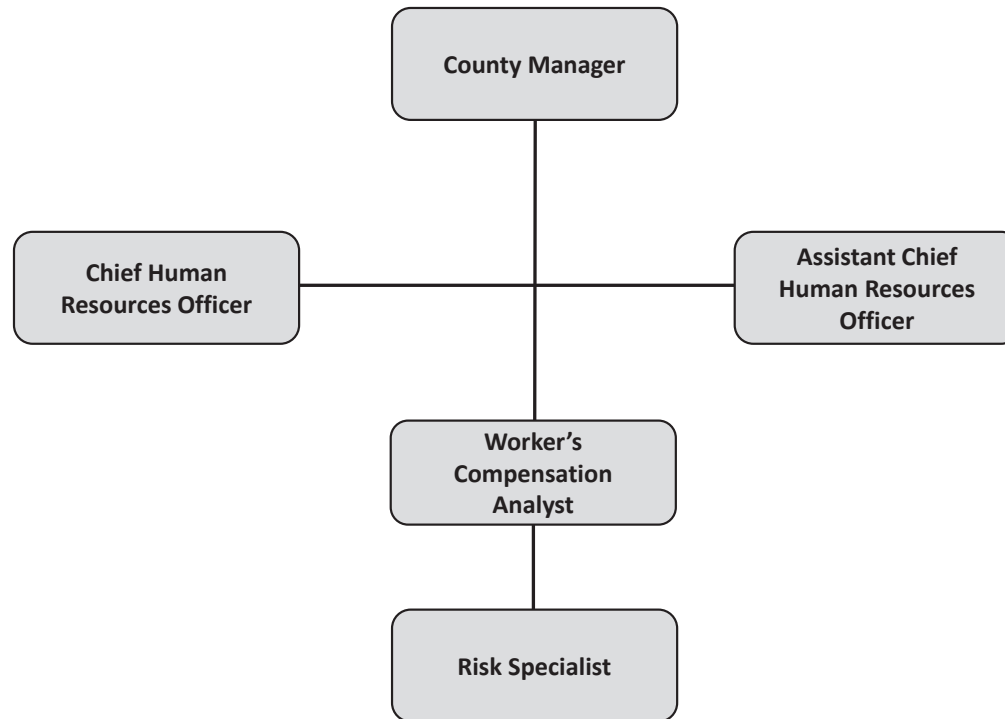


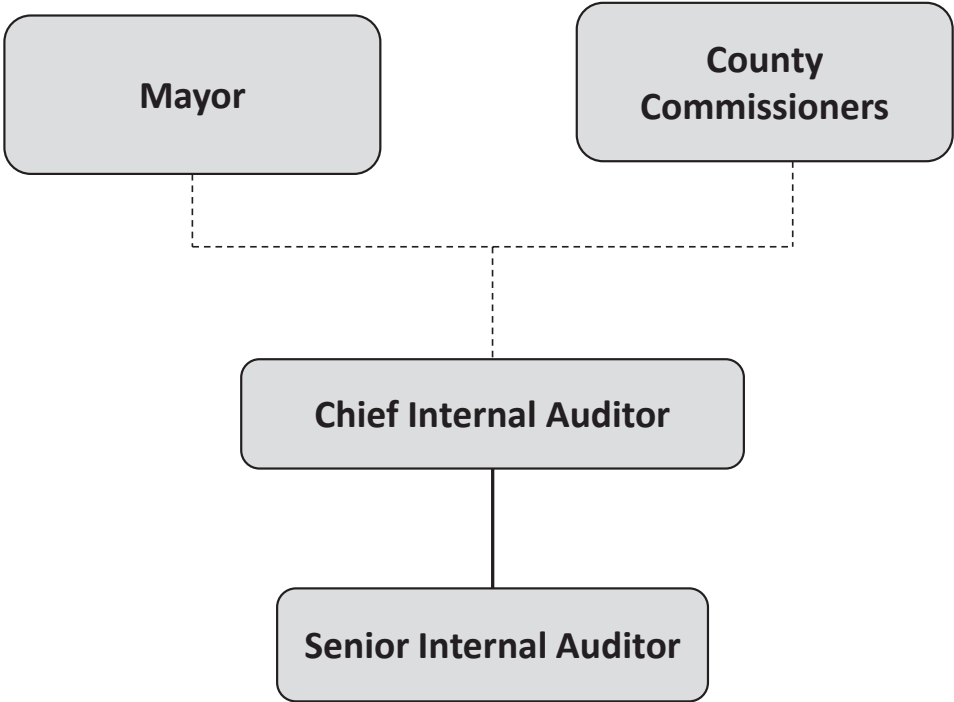


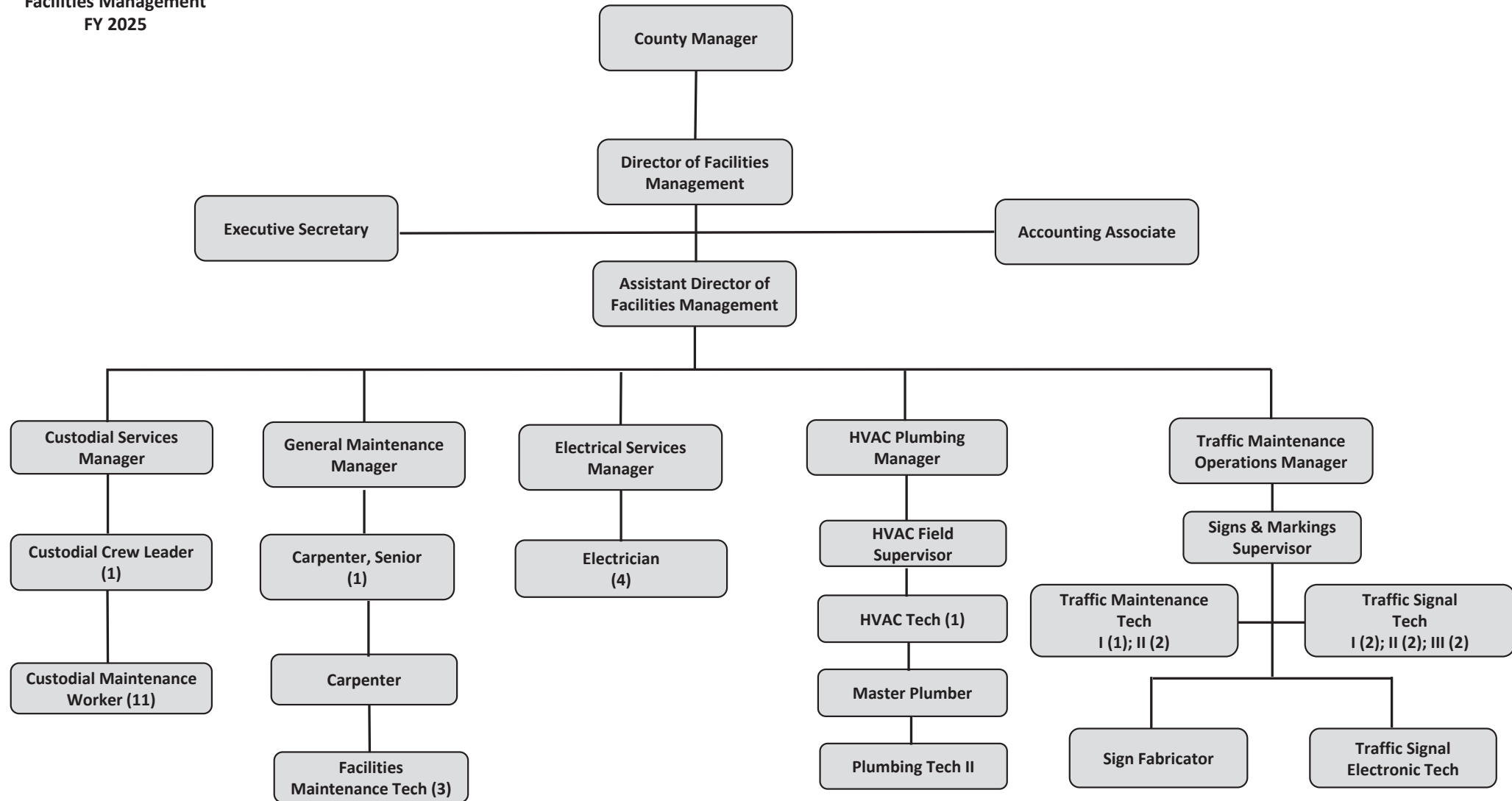




**Worker's Compensation/Risk
Management
FY 2025**

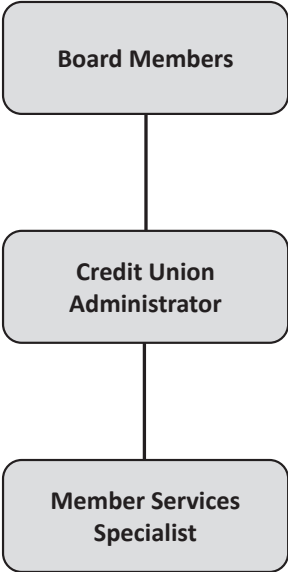




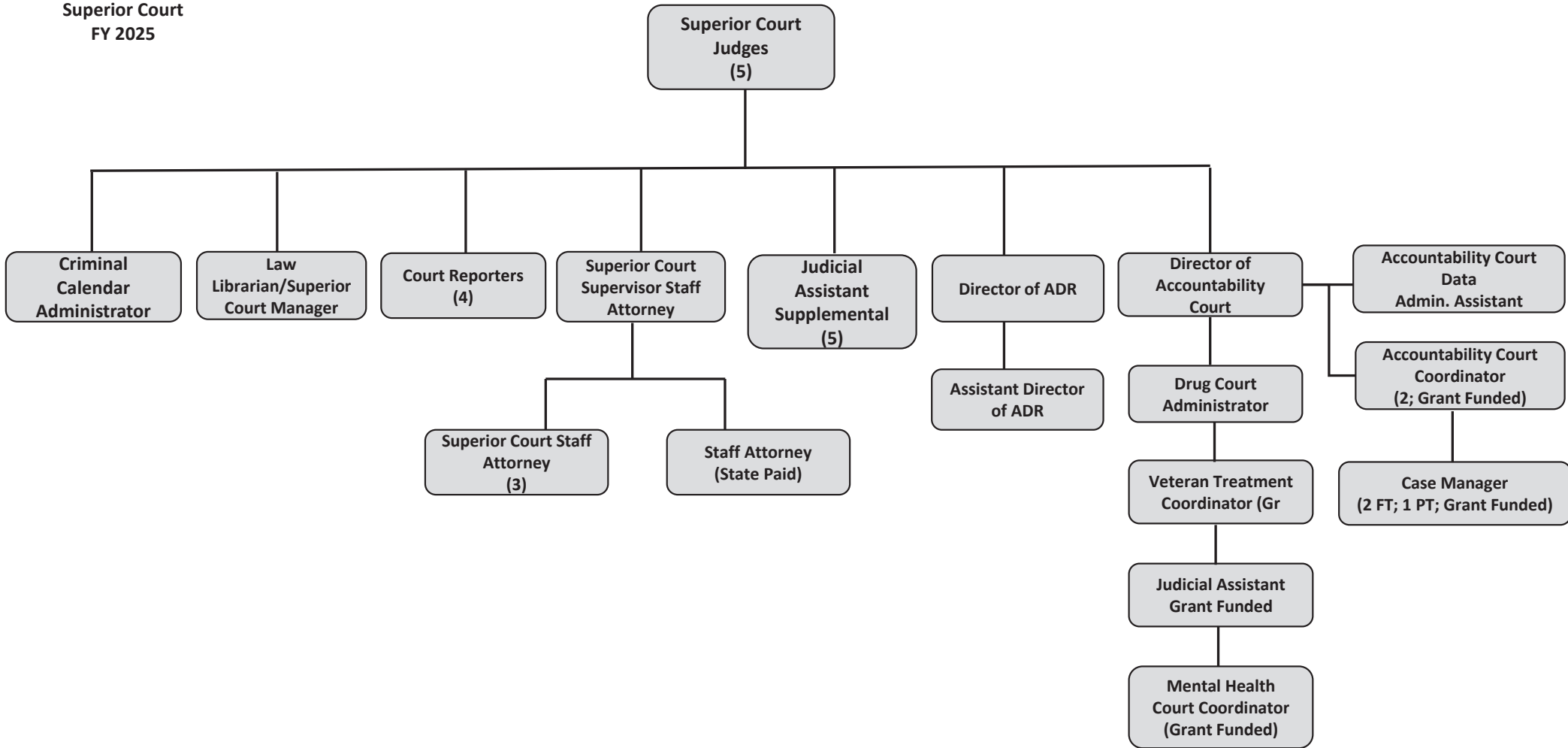


Office of Small Business Affairs
FY 2025

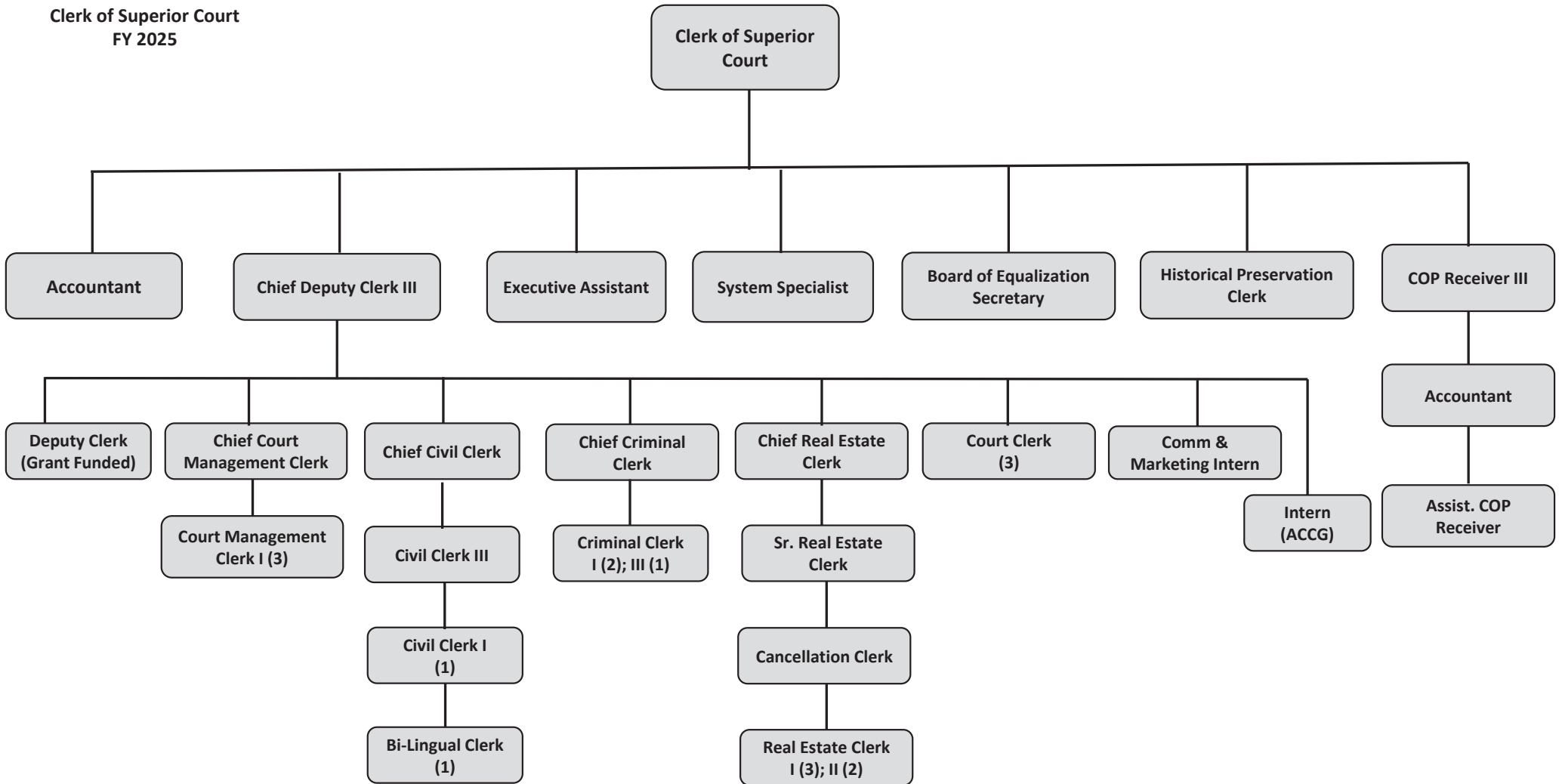


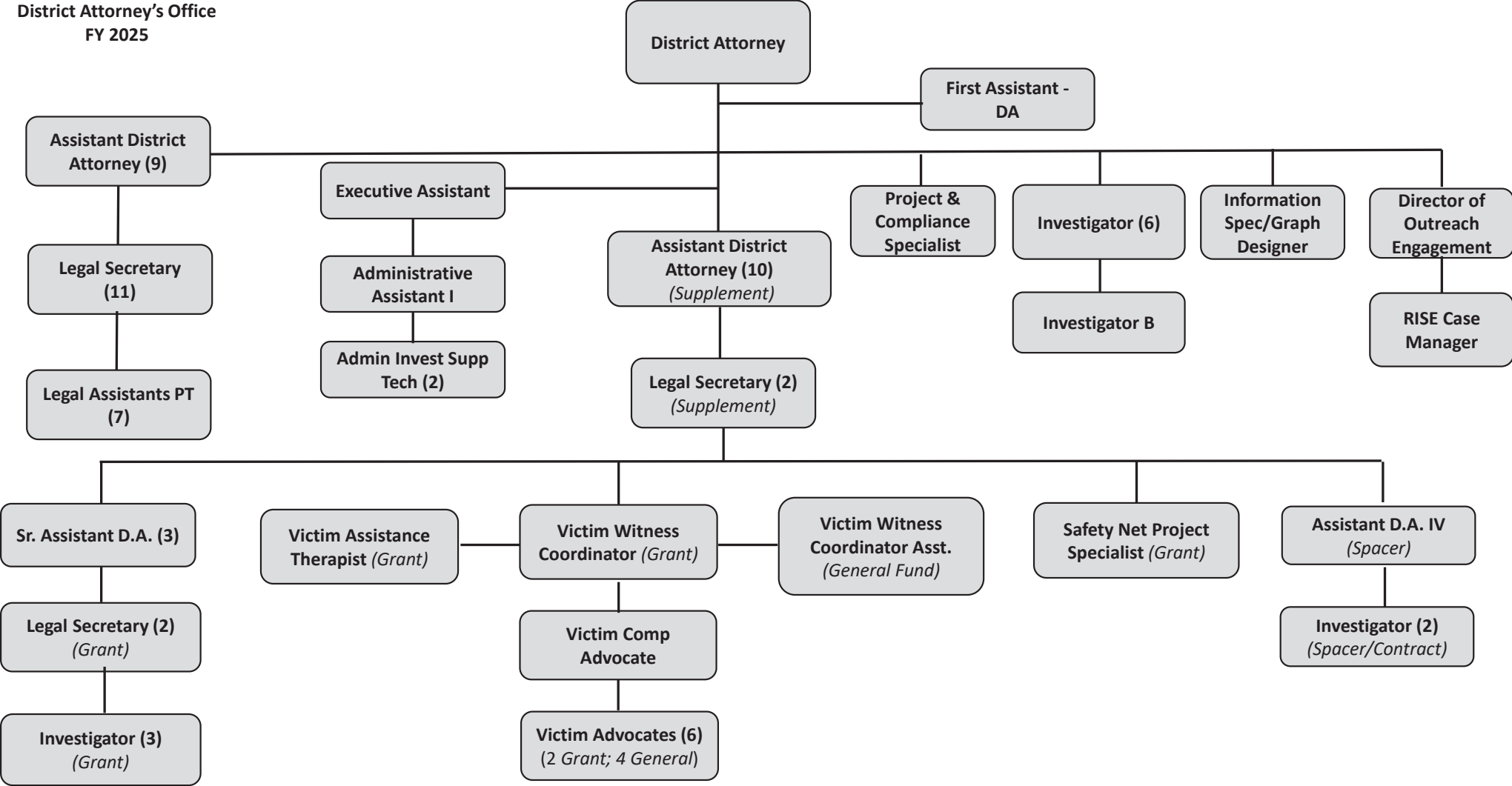


**Superior Court
FY 2025**



Clerk of Superior Court
FY 2025





State Court
FY 2025

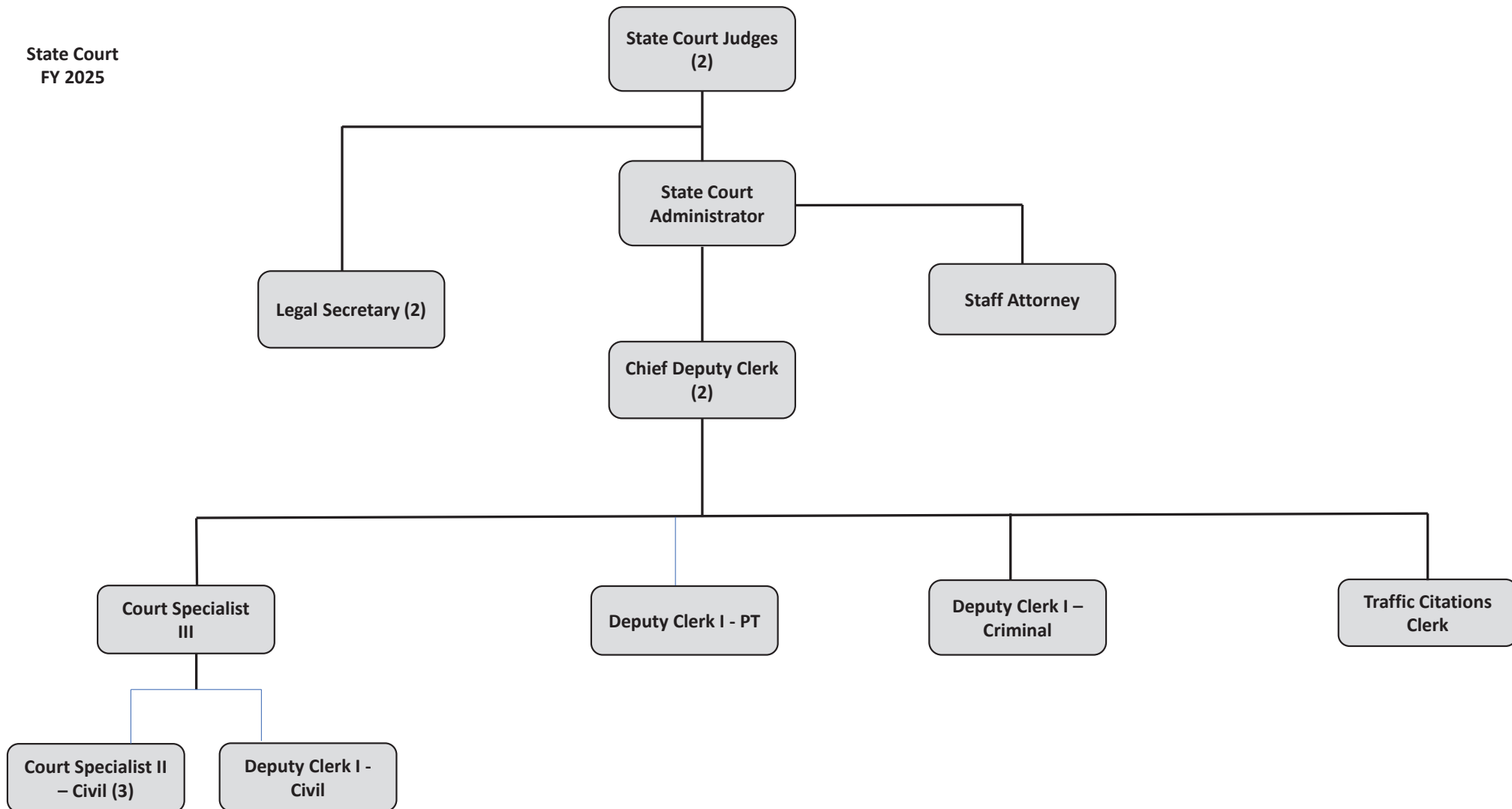
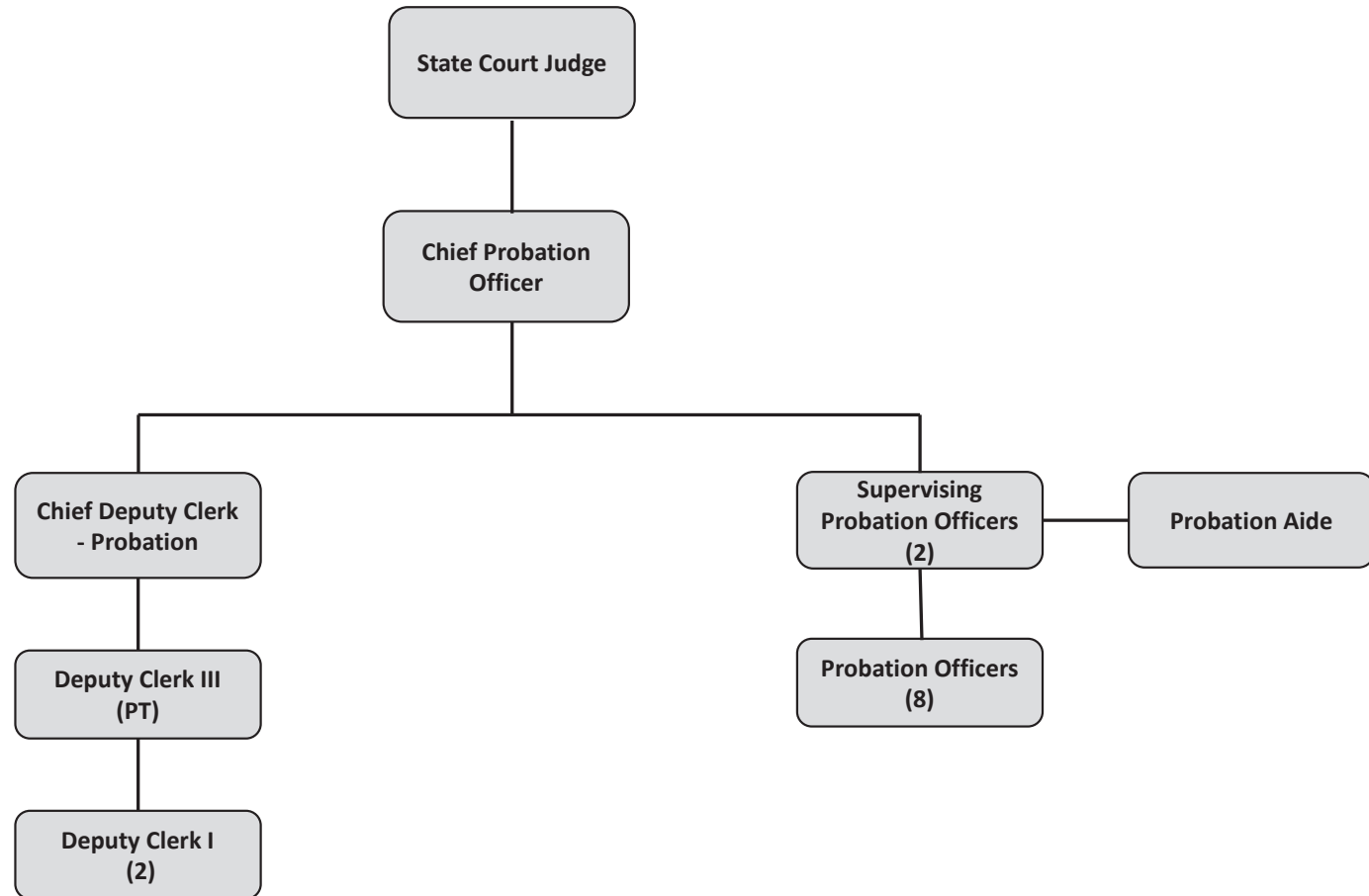
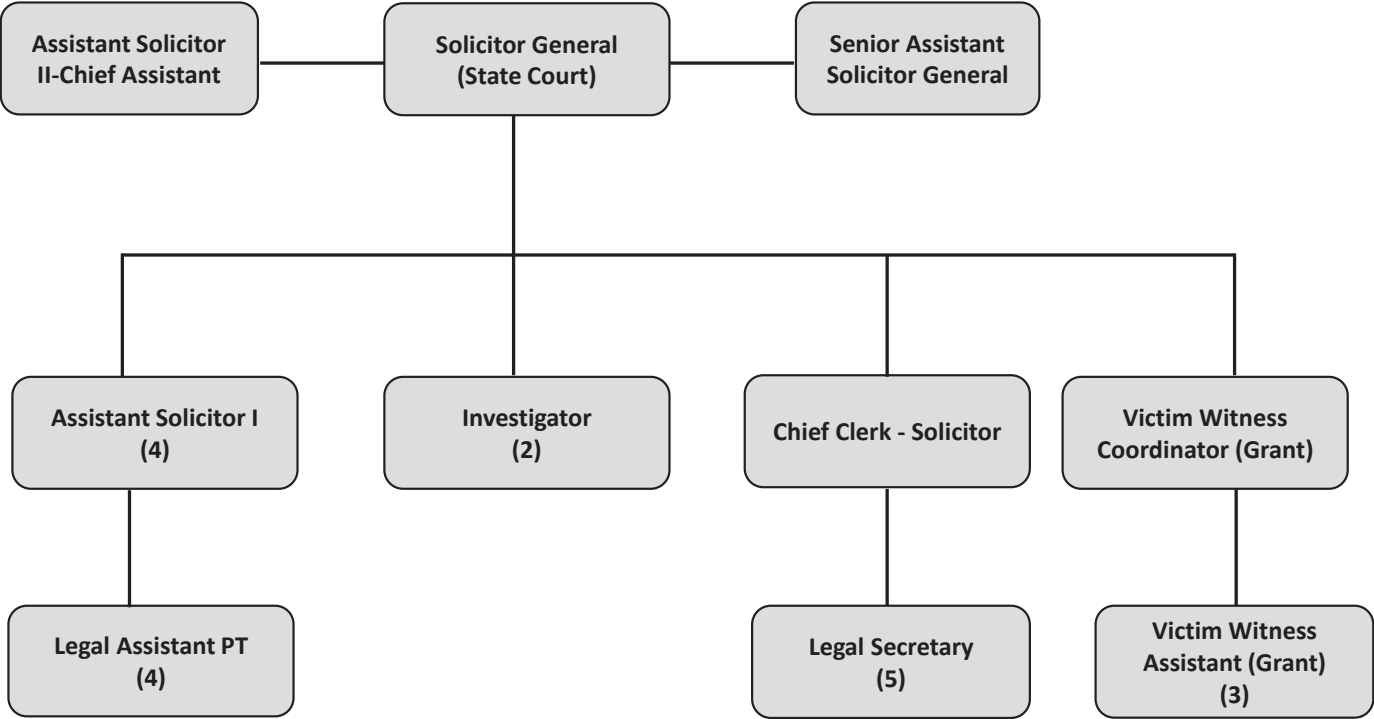
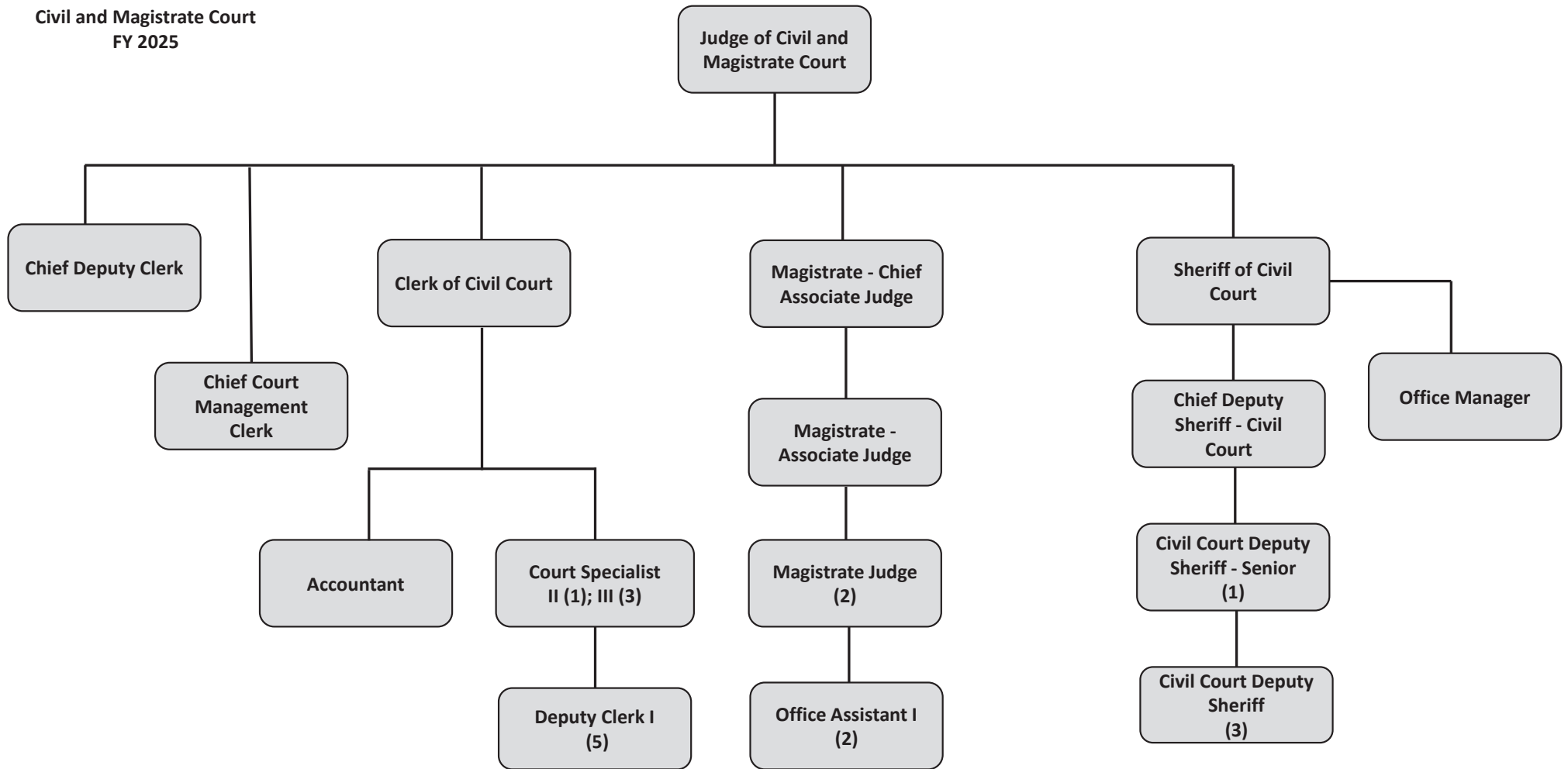


Exhibit B - Page 21

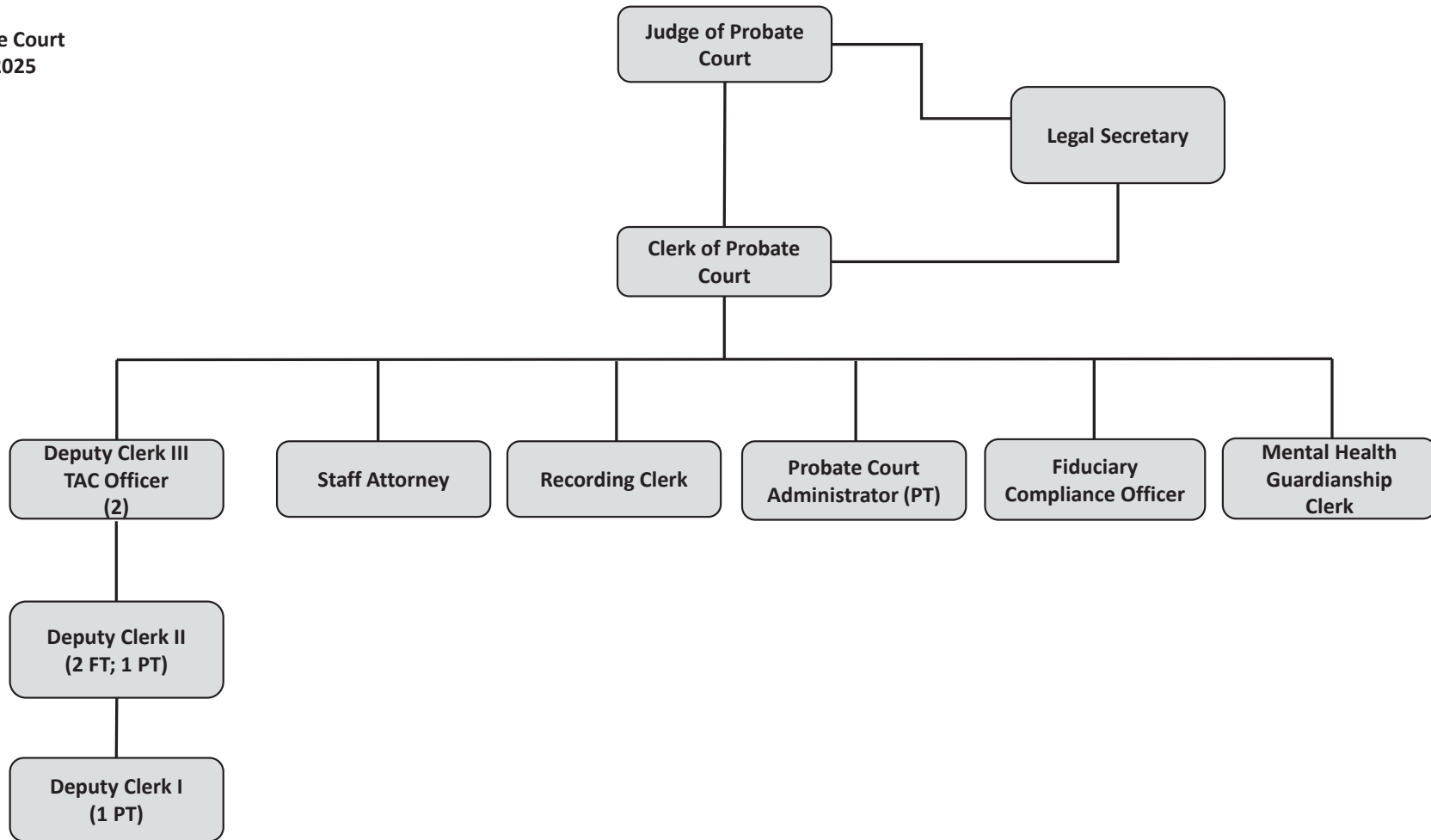


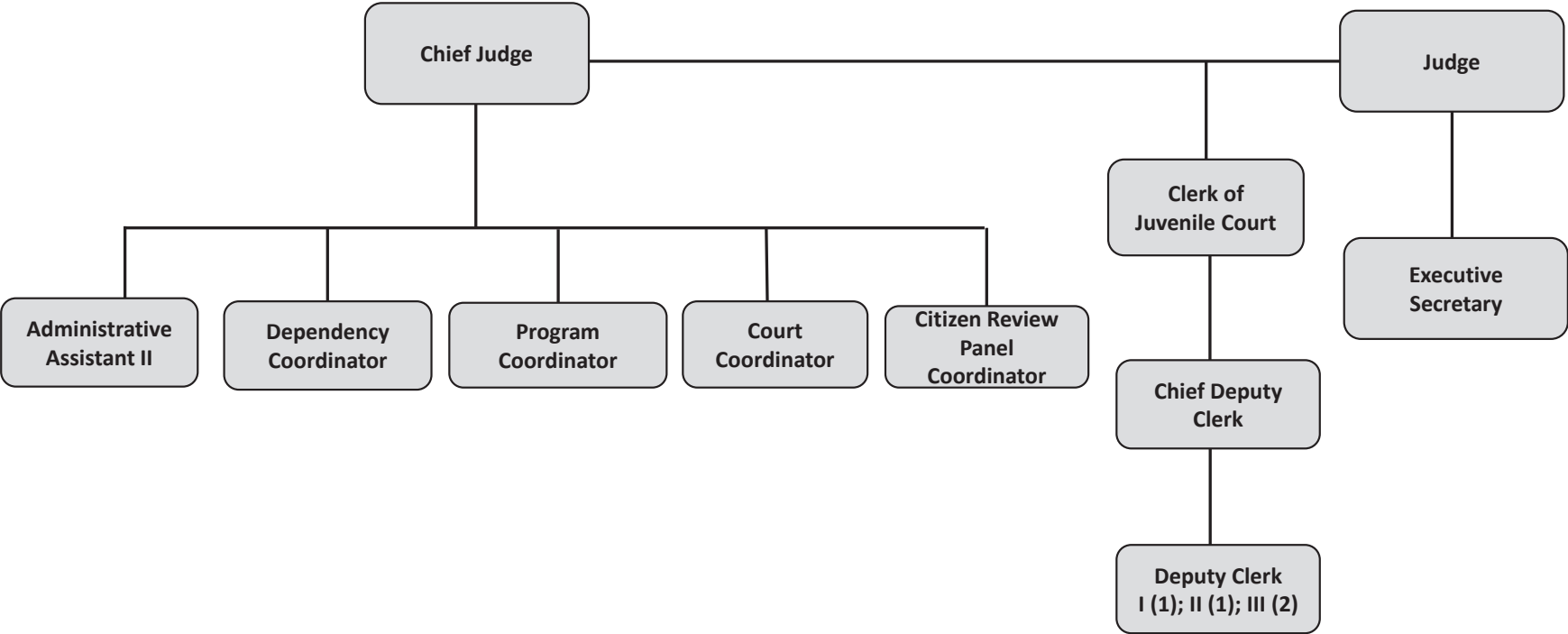


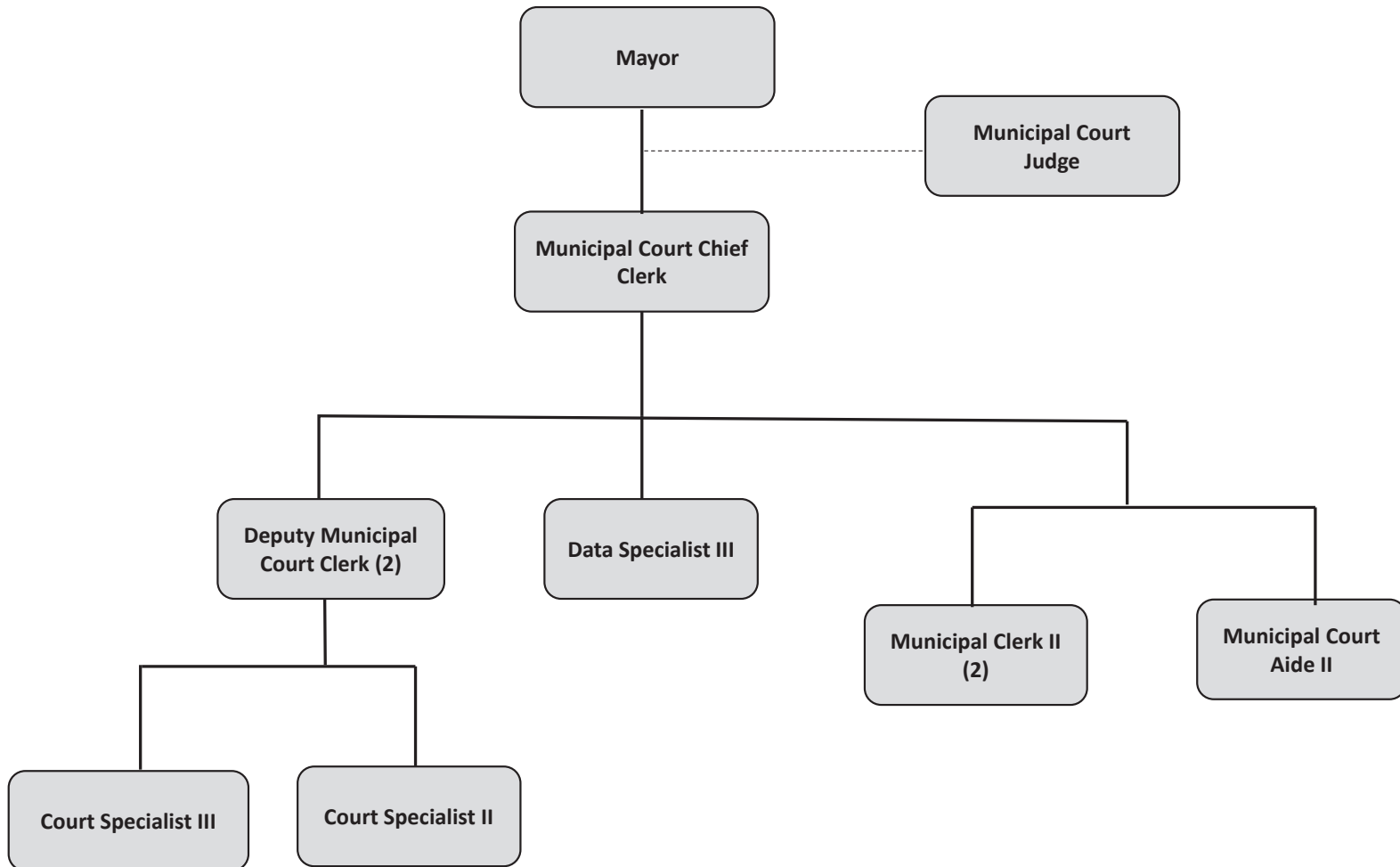
Civil and Magistrate Court
FY 2025

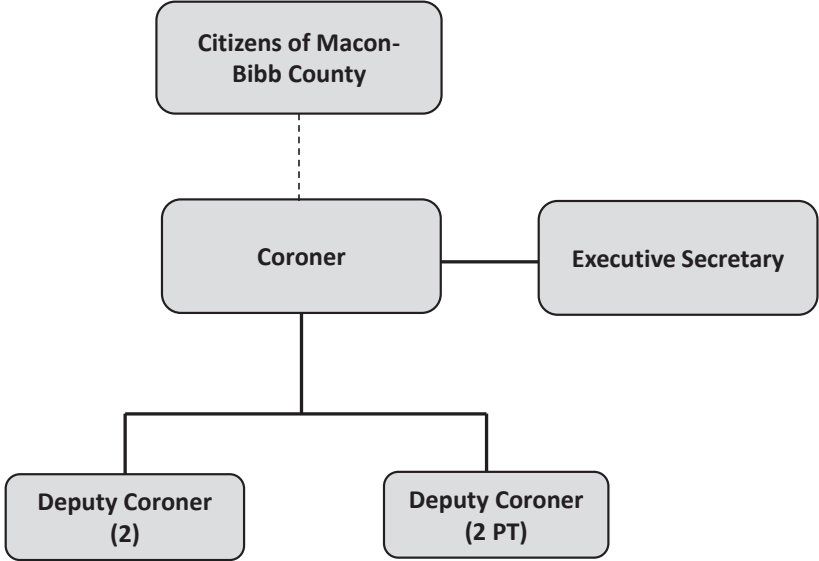


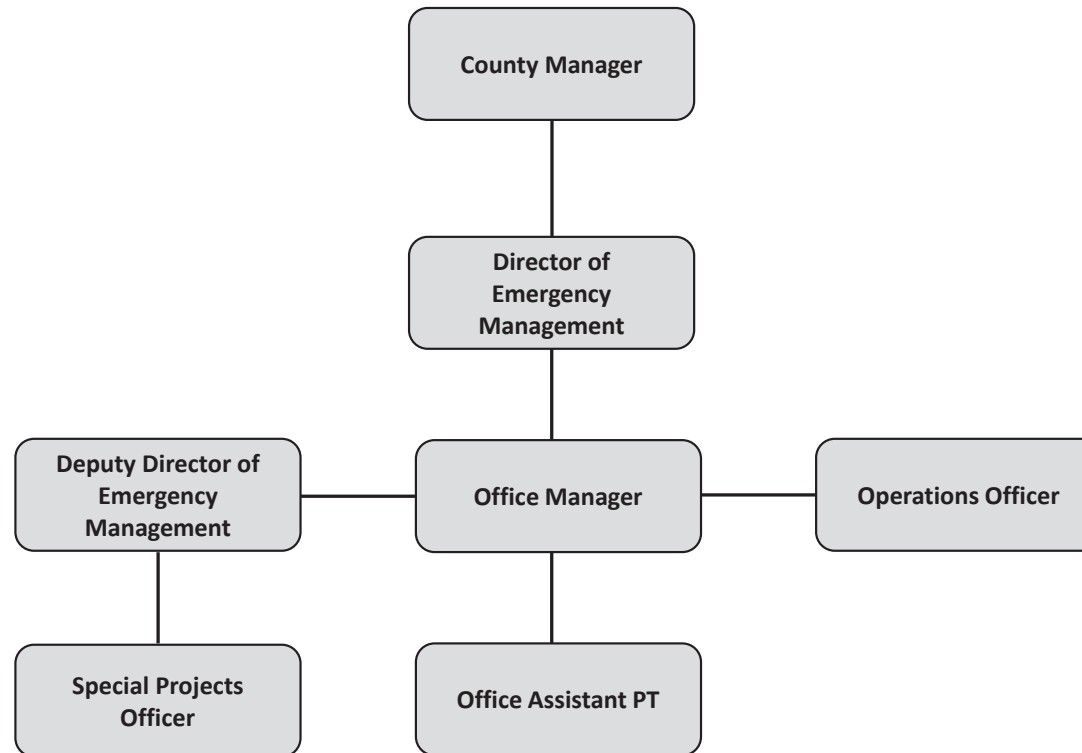
Probate Court
FY 2025



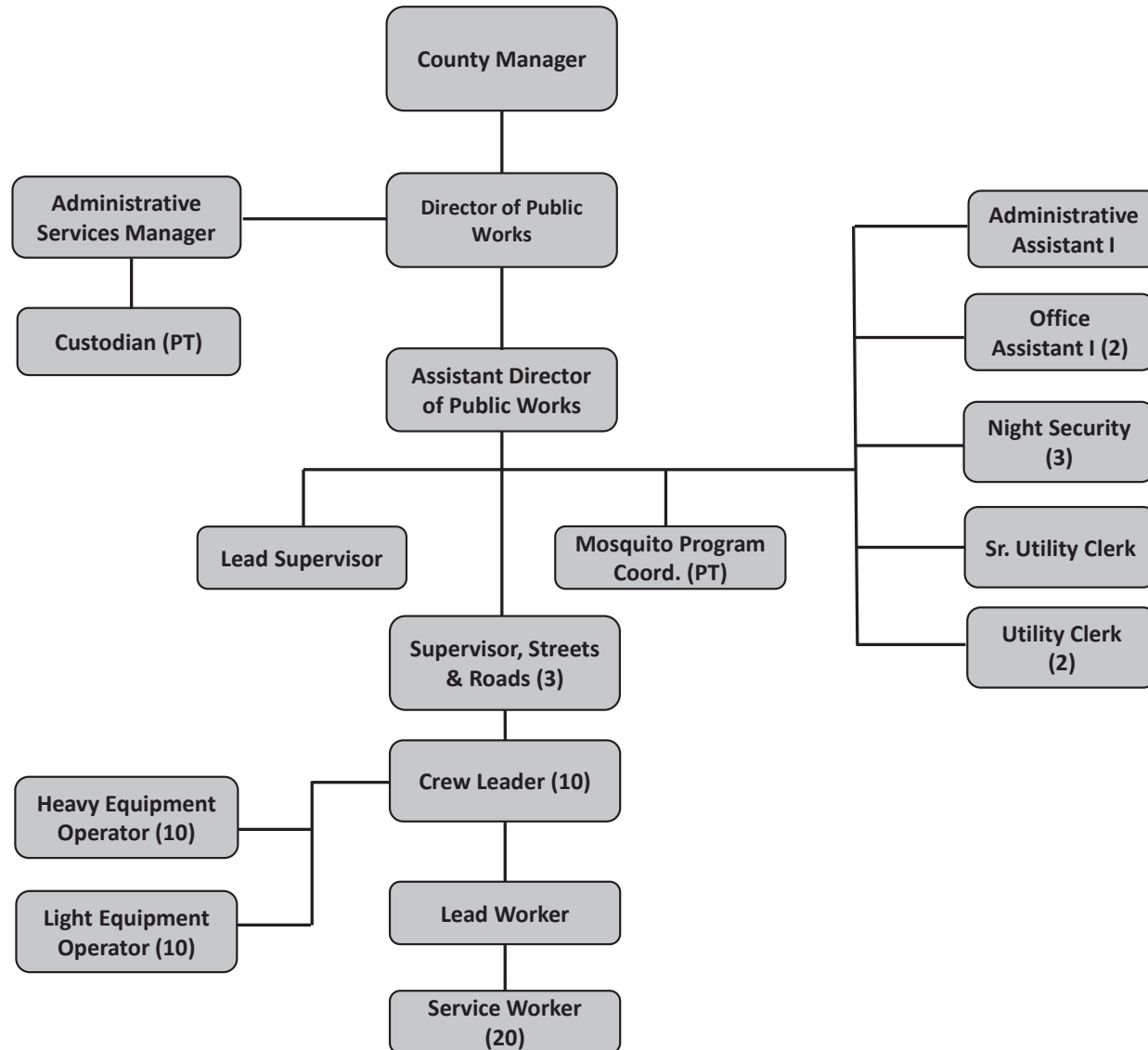


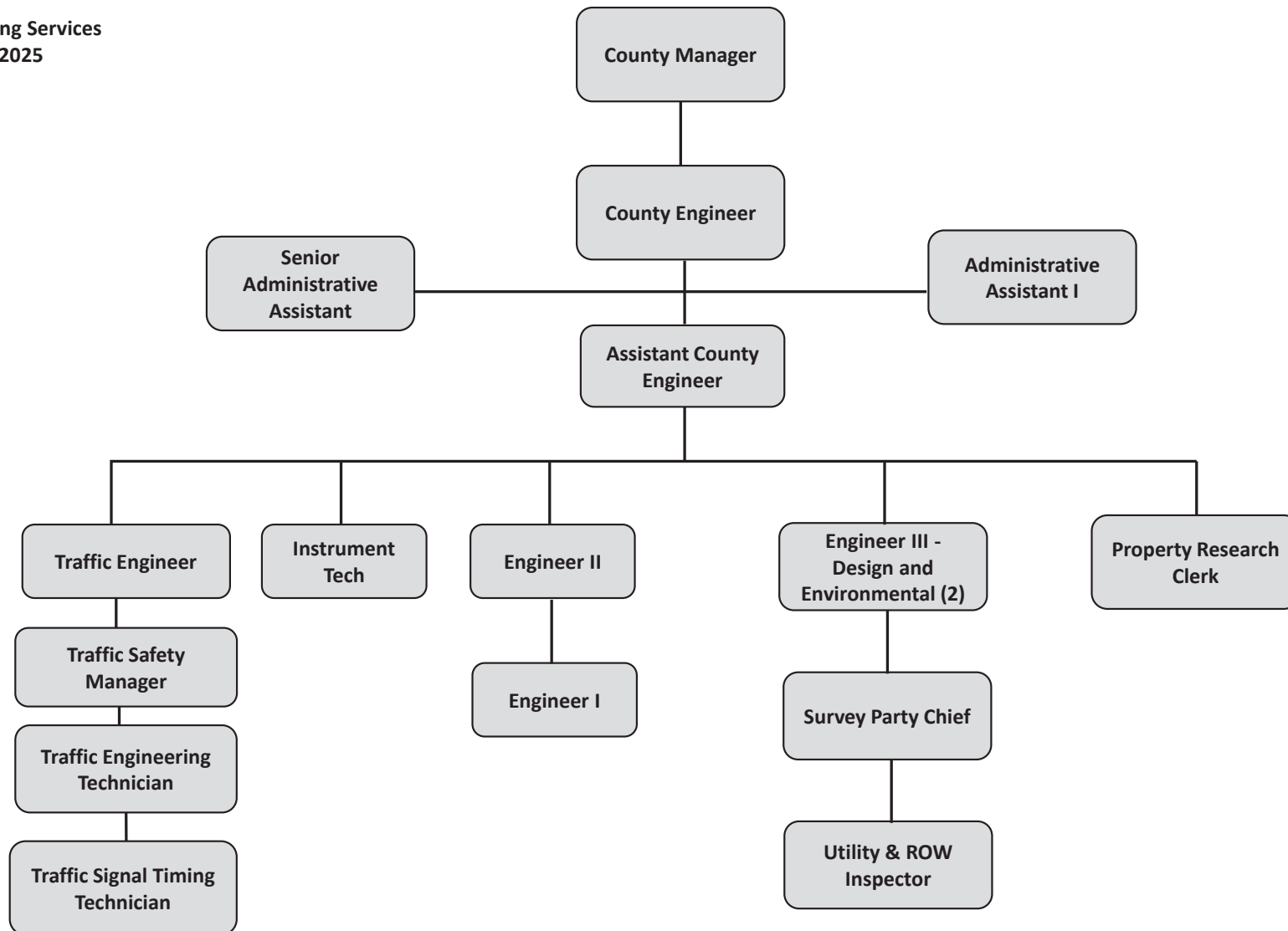


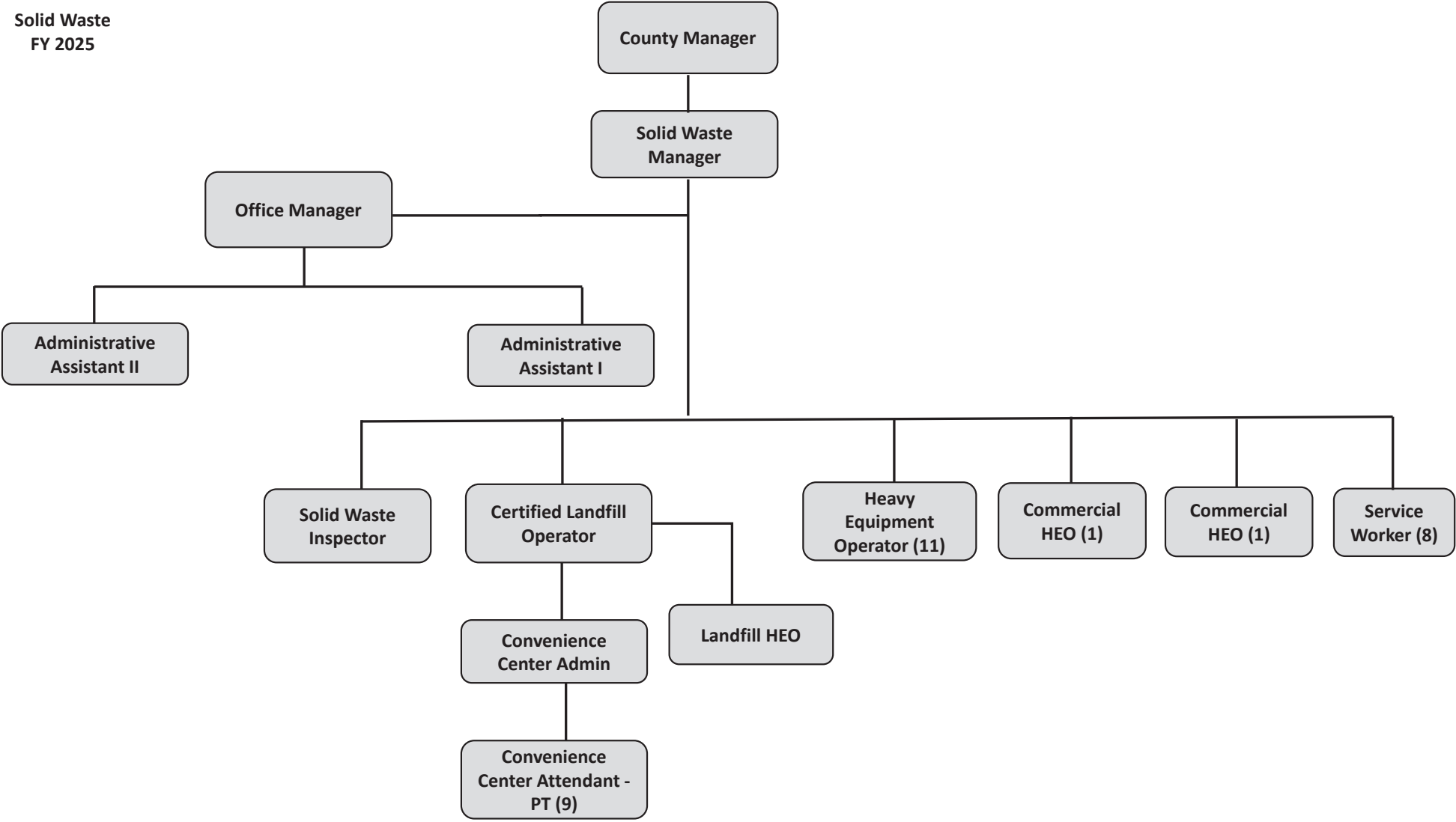


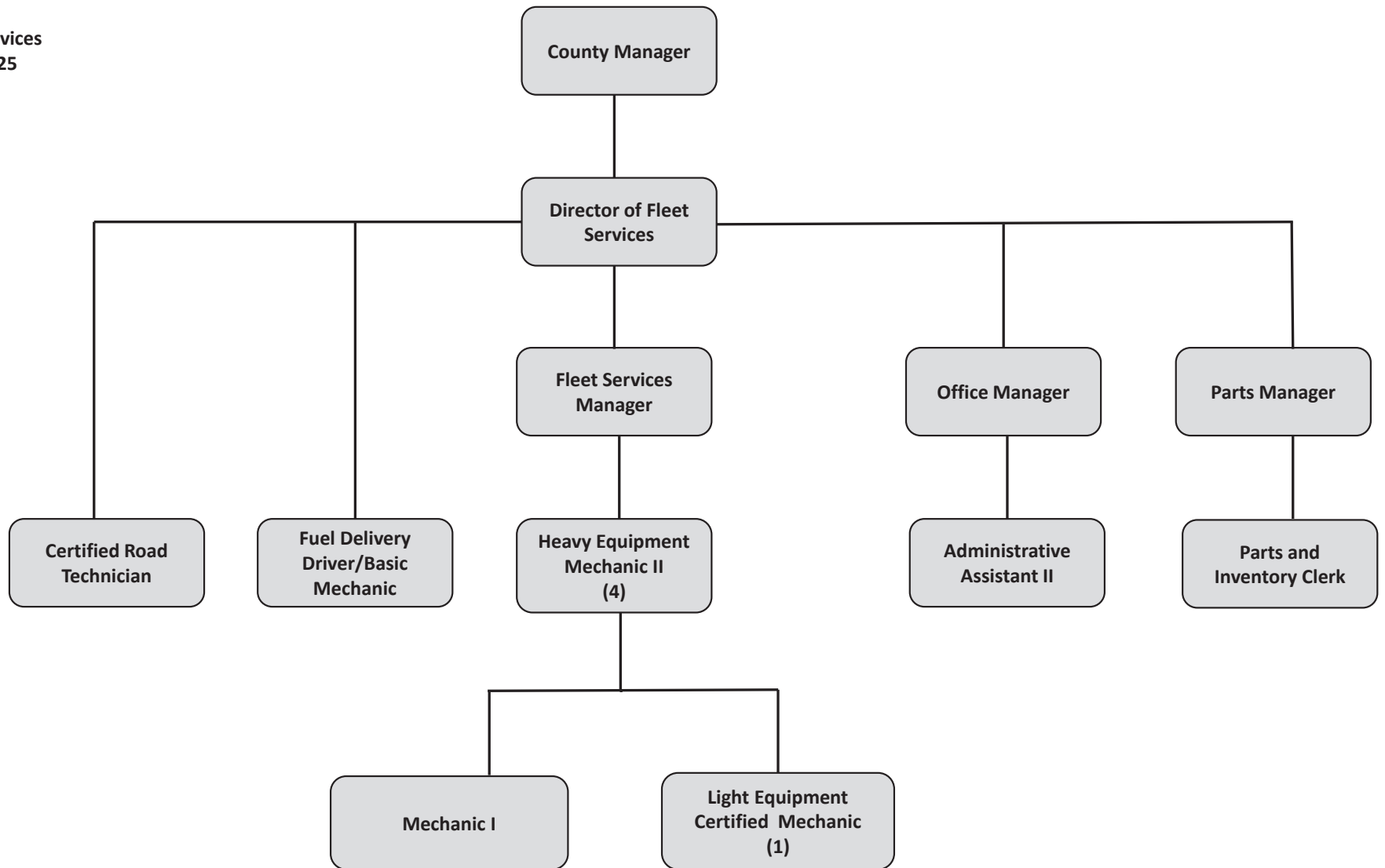


Public Works Streets and Roads
FY 2025

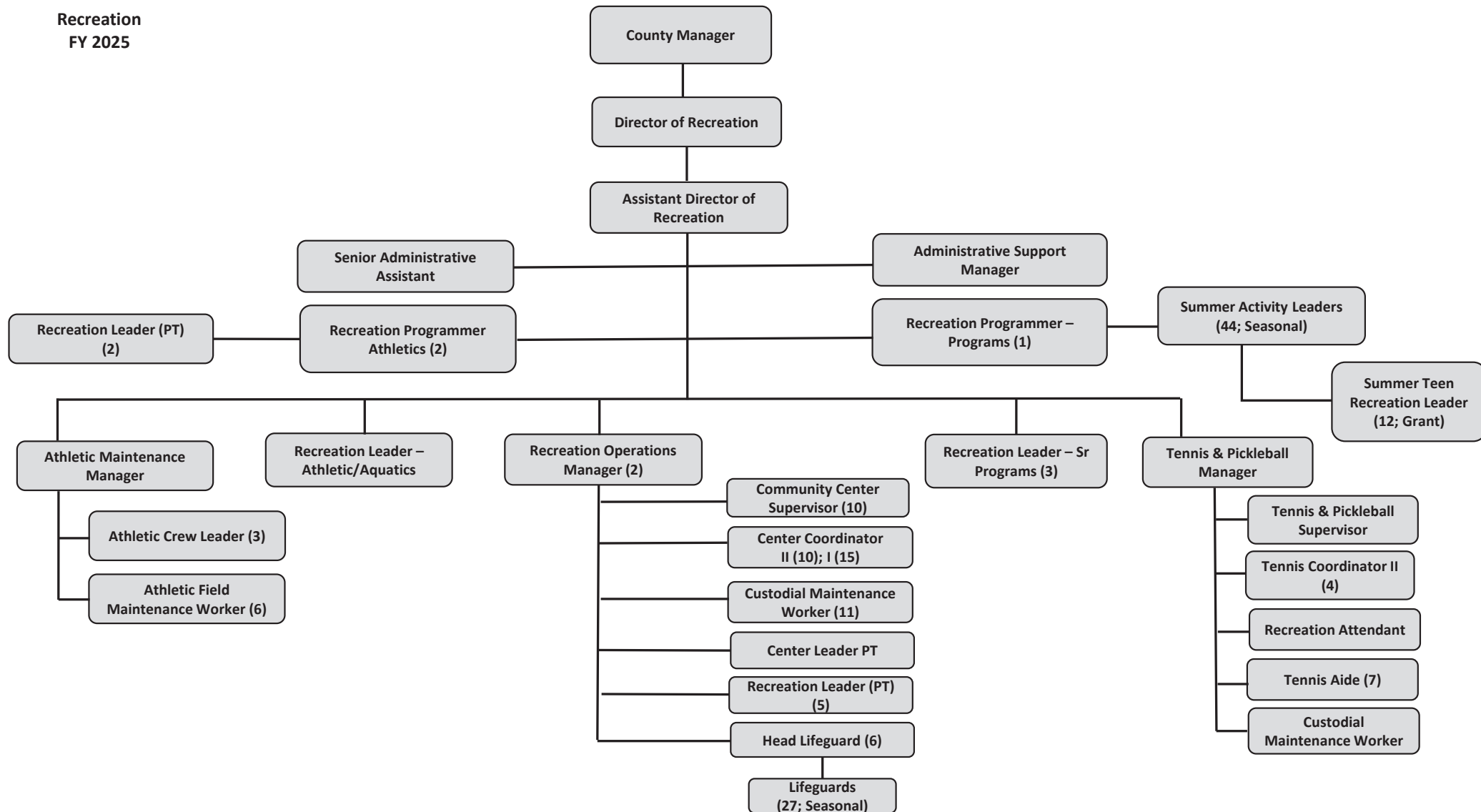


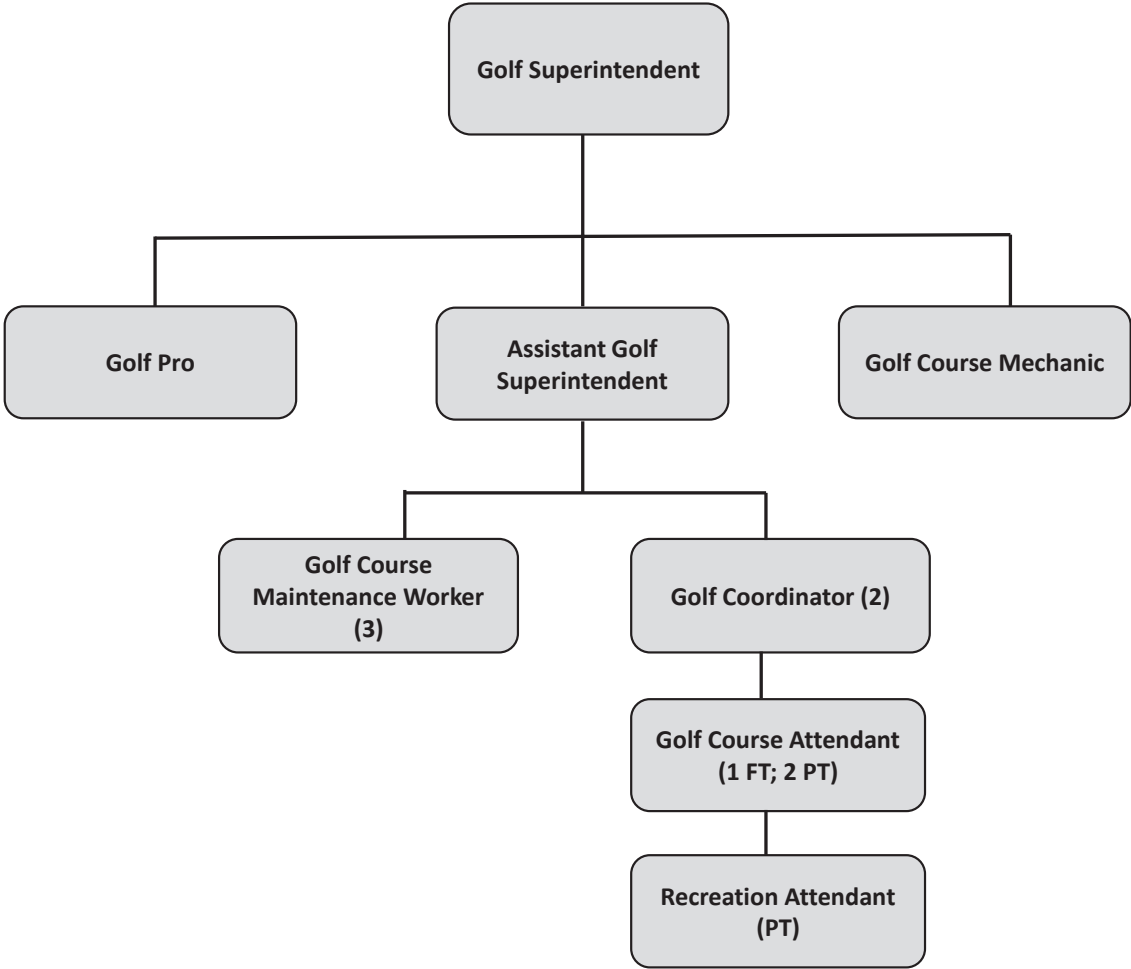


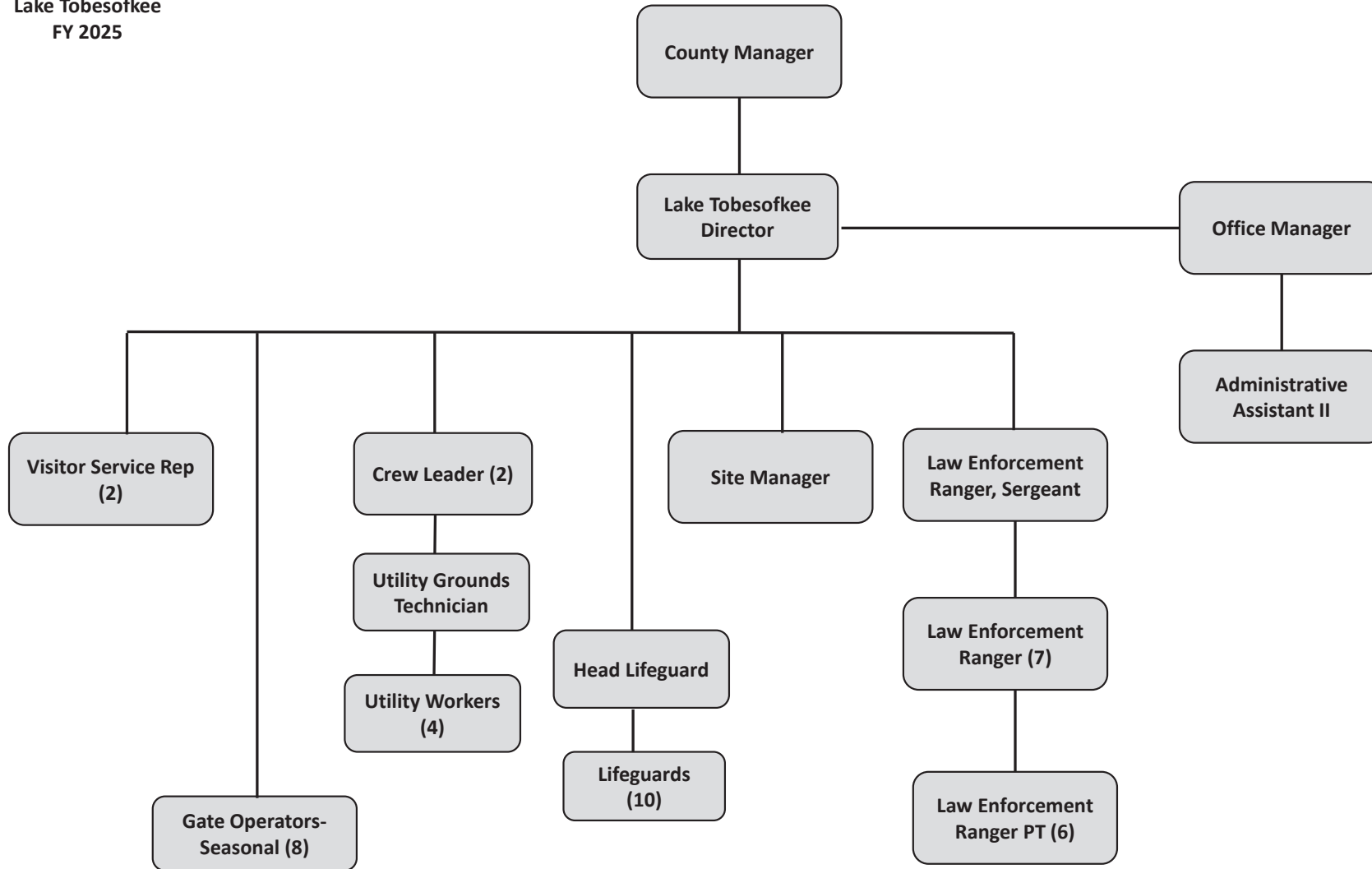


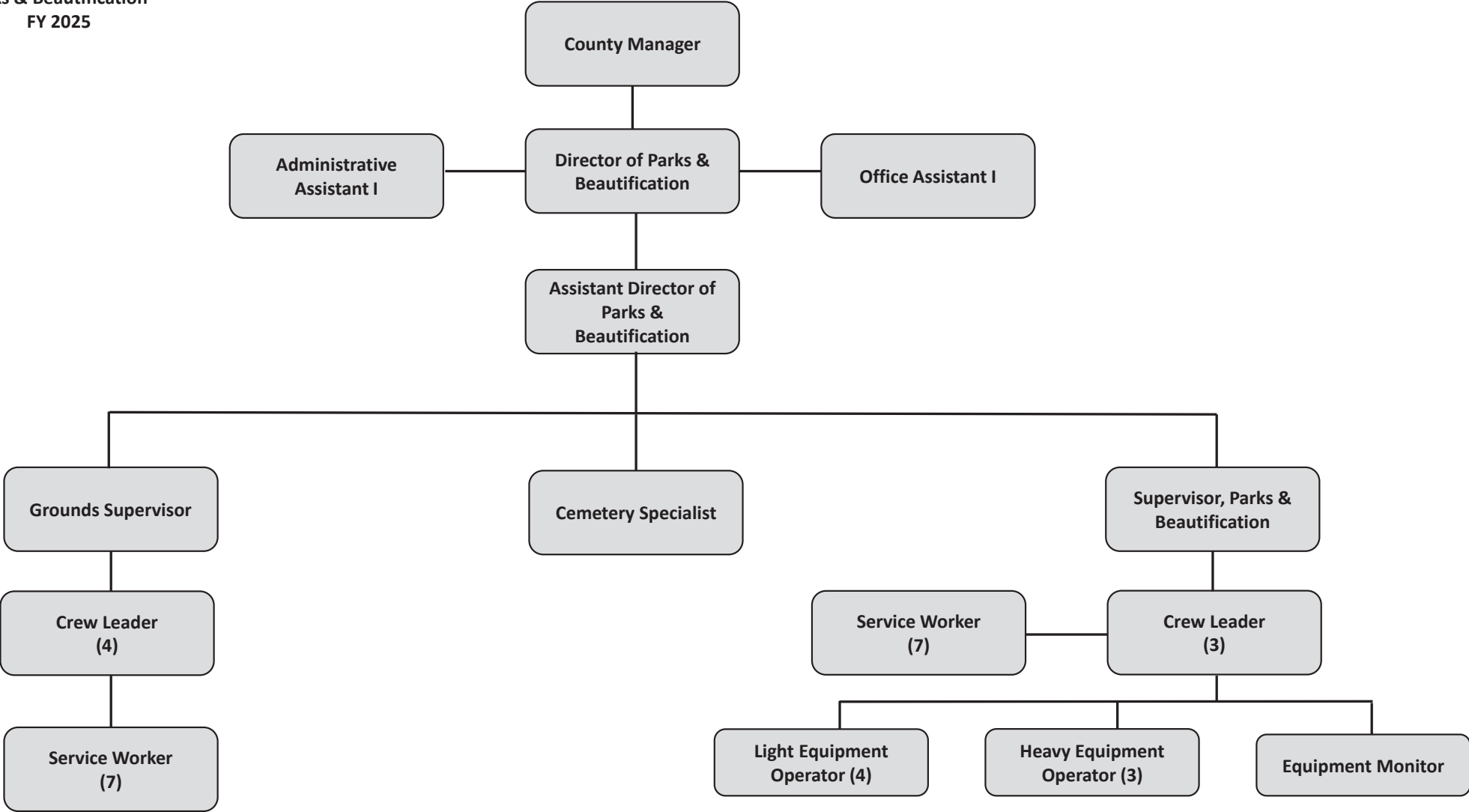


Recreation
FY 2025

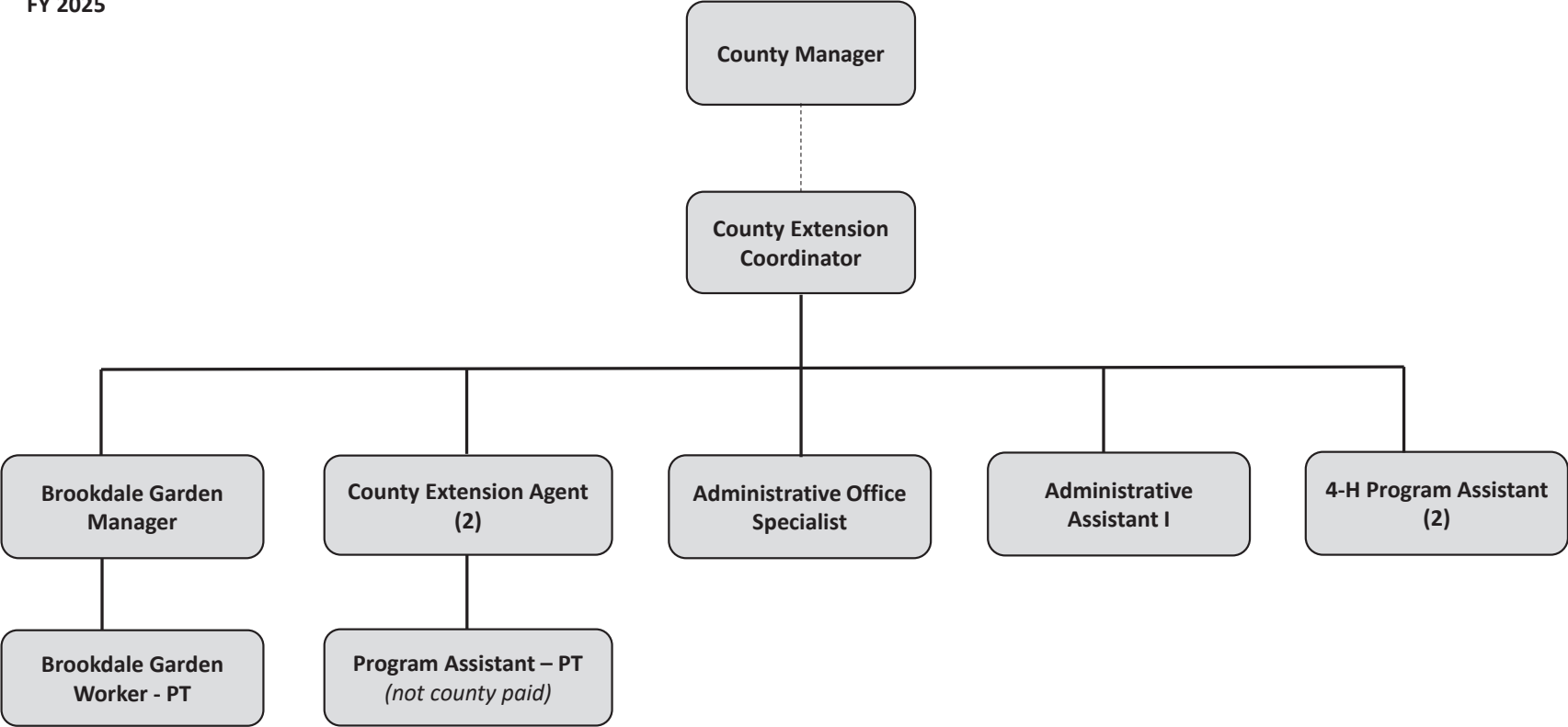




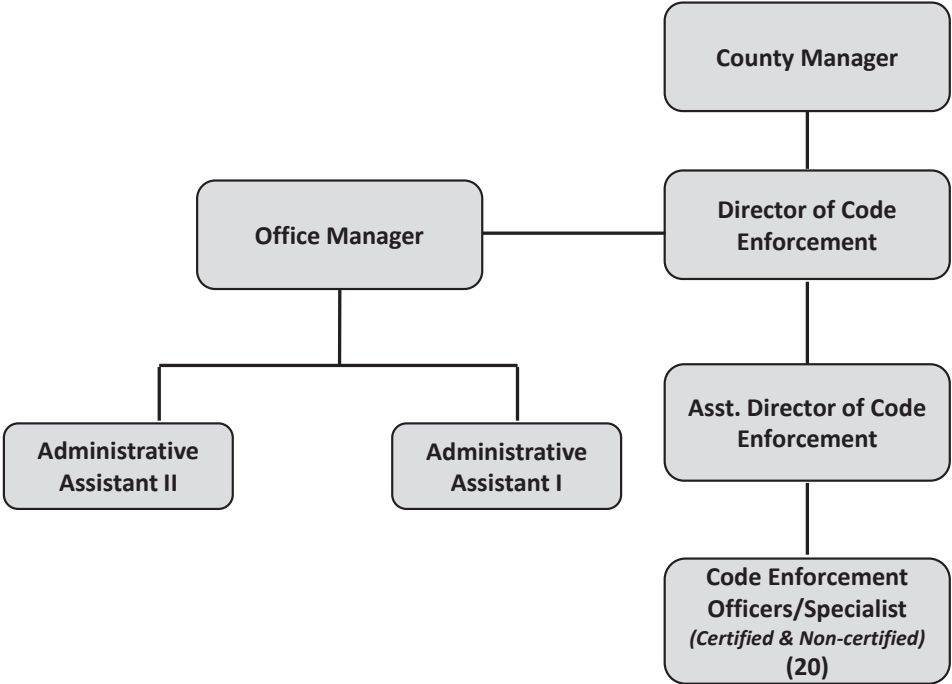


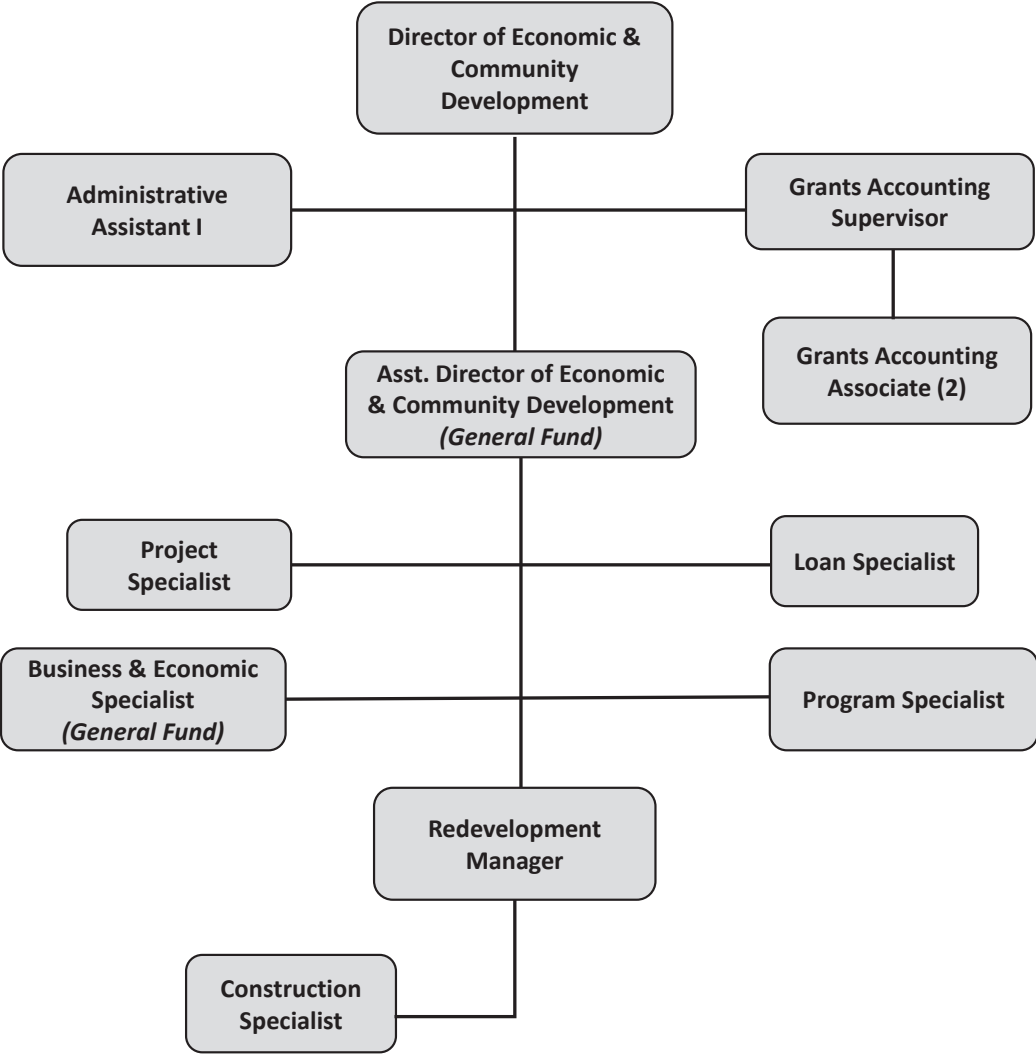


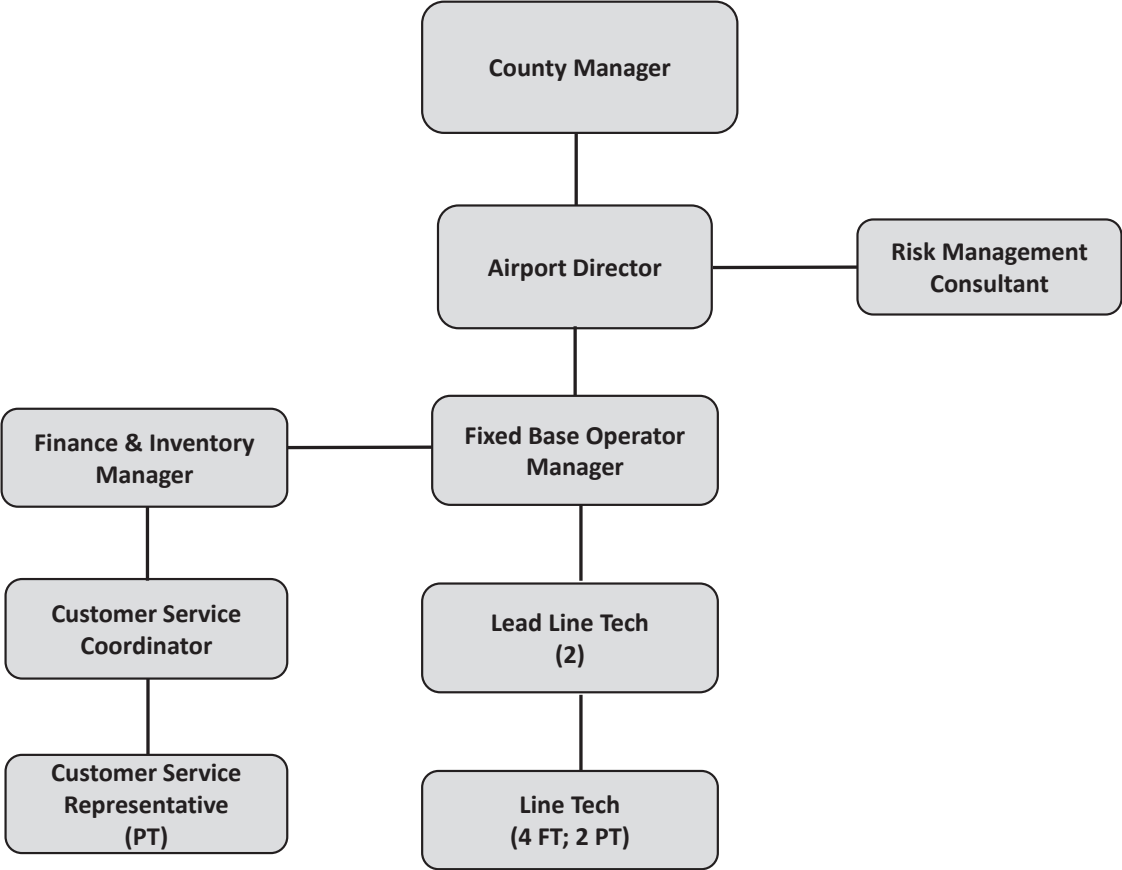
County Extension Office
FY 2025



Code Enforcement
FY 2025









LEGISLATIVE SPONSORS

- | | |
|---|--|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE MAYOR TO EXECUTE A LEASE AGREEMENT WITH THE STATE PROPERTIES COMMISSION FOR THE LEASE OF 560 OGLETHORPE STREET ON BEHALF OF THE DEPARTMENT OF FAMILY AND CHILDREN’S SERVICES, IN THE AMOUNT OF \$119,636.13; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, Macon-Bibb County owns the real property located at 560 Oglethorpe Street (the “Property”); and

WHEREAS, historically the State Properties Commission has leased the Property on behalf of the Department of Family and Children’s Services (“DFCS”); and

WHEREAS, the Property serves as the local office of DFCS, where that agency provides critical services for the health and safety of Macon-Bibb County families; and

WHEREAS, the most recent renewal of that lease expires June 30, 2023; and

WHEREAS, the State Properties Commission has reached out to Macon-Bibb County and expressed their desire to renew the lease of the Property for an additional twelve (12) month term at a rental rate of \$119,636.13; and

WHEREAS, the Macon-Bibb County Commission finds that this resolution is necessary and proper to promote or protect the safety, health, peace, security, and general welfare of Macon-Bibb County and its inhabitants.

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission and it is hereby so resolved by the authority of the same that the Mayor is authorized to execute a Lease Agreement with the State Properties Commission for the lease of 560 Oglethorpe Street on behalf of the Department of Family and Children's Services, in a form to be approved by the County Attorney's Office.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute and shall be considered to be substantive provisions of this Resolution and hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED in the event of scrivener's errors shall be discovered in this Resolution or in the Exhibit hereto after the adoption hereof, the Macon-Bibb County Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission grants the Mayor the authority to take any and all further actions necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as specifically provided herein, any and all ordinances or resolutions or parts of ordinances or resolutions in conflict with this resolution shall be and the same hereby are repealed, and this resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED in the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of

this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon its approval by the Mayor or upon its adoption into law without such approval.

APPROVED AND ADOPTED this ____ day of _____, 2024.

By: _____
LESTER M. MILLER, Mayor

Attest: _____
Janice S. Ross, Clerk of Commission

(SEAL)

Q:\RES MACON-BIBB\2024 Miller Authorizing DFCS Lease at 560 Oglethorpe Street - 6-13-24.docx



LEGISLATIVE SPONSORS

- | | |
|---|--|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE MAYOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH LLF LANDSCAPE ARCHITECTURE LLC DBA OAK HAVEN STUDIO, IN THE AMOUNT OF \$154,450.00, FOR THE PROVISION OF LANDSCAPE AND ARCHITECTURAL DESIGN SERVICES FOR THE LINEAR PARK PROJECT, TO BE PAID FROM THE GRANTS FUND – LINEAR PARK - ARPA – CONTRACT LABOR – CONTRACTUAL SERVICES LINE ITEM; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, Macon-Bibb County has received grant funding from the State of Georgia for the upgrade of Linear Park; and

WHEREAS, the County has selected LLF Landscape Architecture LLC dba Oak Haven Studio to perform landscape architectural services as part of the Linear Park upgrade project; and

WHEREAS, Oak Haven Studio has agreed to preform the required services for a total cost of \$154,450.00; and

WHEREAS, the funding to pay for such services will come from the aforementioned grant; and

WHEREAS, pursuant to Section 19-10(b) of the Macon-Bibb County Code of Ordinances, the Macon-Bibb County Commission is authorized to approve the hiring of consultants without going through the competitive procurement process; and

WHEREAS, the Macon-Bibb County Commission desires to approve the hiring of Oak Haven Studio to perform the aforementioned services as detailed in the Proposal for Design Services, attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, the Macon-Bibb County Commission finds that this resolution is necessary and proper to promote or protect the safety, health, peace, security, and general welfare of Macon-Bibb County and its inhabitants.

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission and it is hereby so resolved by the authority of same that the Mayor is authorized to execute a professional services agreement with LLF Landscape Architecture LLC dba Oak Haven Studio., in a total amount of \$154,450.00, for the provision of landscape and architectural design services for the Linear Park project, as provided in Exhibit A, to be paid from the Grants Fund – Linear Park – ARPA – Contract Labor – Contractual Services line item, in a form to be approved by the County Attorney’s Office.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED that in the event scrivener’s errors shall be discovered in this Resolution or in the Exhibits hereto after the adoption hereof, the Macon-Bibb County Commission hereby authorizes and directs that each such scrivener’s error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission grants the Mayor the authority to take any and all further actions necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as specifically provided herein, any and all ordinances or resolutions or parts of ordinances or resolutions in conflict with this Resolution shall be and the same hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED that in the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-

Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or upon its adoption into law without such approval.

APPROVED AND ADOPTED this ____ day of _____, 2024.

By: _____
LESTER M. MILLER, Mayor

(SEAL) Attest: _____
JANICE S. ROSS, Clerk of Commission

Q:\RES MACON-BIBB\2024 Miller Authorizing Professional Services Agreement with Oak Haven Studio for Linear Park Project - \$154,450.docx

EXHIBIT A



April 19, 2024

Proposal for Design Services: Linear Park

PROJECT SCOPE DESCRIPTIONS

LLF Landscape Architecture LLC doing business as Oak Haven Studio will provide landscape architectural services for the renovation of Linear Park located in the Pleasant Hill neighborhood of Macon, Ga. The project scope will include the existing park and the renovation of the existing basketball courts at the Booker T. Washington Community Center adjacent to the park. The limits of the project are shown in red dashed line on the site map included. The concept plan for the improvements was created by Interface Studio through a community engagement process with neighborhood meetings and feedback sessions. The scope of design will include taking the concept plan through design development, construction documentation, and construction observation. The concept design includes a picnic pavilion (roughly 35'x50'), elevated wood performance platform, shade sails, basketball court improvements, outdoor workout area, wavy bike track, small nature playground area with shade structure, lighting pole relocation, and drainage improvements.

INCLUDED SERVICES

- Survey of existing conditions by SAM
- Underground Utility locate by RHD
- Architectural and structural engineering services by BTBB for the pavilion, shade structures, and performance stage.
- Landscape Architectural design and project management by Oak Haven Studio including consultant coordination for drawing packages, building permit review, layout and materials plans, planting design, demolition plans, and details.
- Civil engineering services by Cunningham & Company Engineers including drainage and grading, erosion BMPs, and proposed water line for drinking fountain and yard hydrant.
- Electrical engineering services by EDC for relocating existing light poles, new service to the pavilion, and performance stage.
- Construction Project Management services by Bill Causey

TASKS AND DELIVERABLES

- Evaluate the site existing conditions when survey is complete and adjust the concept as necessary.
- Meet with key stakeholders including community members, Urban Development Authority, and Parks and Beautification, Macon Water Authority, and Macon Bibb Engineering. (assume 2 meetings)
- Construction Documents- Submit a drawing package including architectural and structural plans, sections, and details, layout and materials plan, planting plan with plant schedule, electrical layout and details, grading plans, erosion and sediment control plans and details. Submit specifications.
- Construction Observation- includes site visits, review of submittals, and responding to requests for information.



FEE PROPOSAL

Survey	\$13,700
Underground Utility locate	\$3,750
Architectural and Structural Services	\$30,000
Landscape Architectural Services	\$40,000
Civil Engineering Services	\$55,000
Electrical Engineering Services	\$4,000
Construction Project Management	\$8,000
Total	\$154,450

PROPOSAL ASSUMPTIONS AND EXCLUSIONS

- The proposal assumes the project will be completed in 2024-2025. Any significant alterations to this schedule may result in additional consultant fees to be negotiated.
- No services are provided for Geotechnical Engineering or materials testing during construction.
- No services are provided for hydrology study.
- No services are provided for irrigation plans, details, or specifications.
- We assume no as-built drawings are required for the project. If these services are needed a proposal will be written to include these additional services.
- No arborist services are provided.
- No services are provided for renderings or 3D modeling. If these services are needed a proposal will be written to include these additional services.
- Copies larger than 11x17, boards, or posters are not included in the proposal.
- No services are provided for cost estimating. Drawings, schedules, and quantities will be provided for estimating by the contractor.

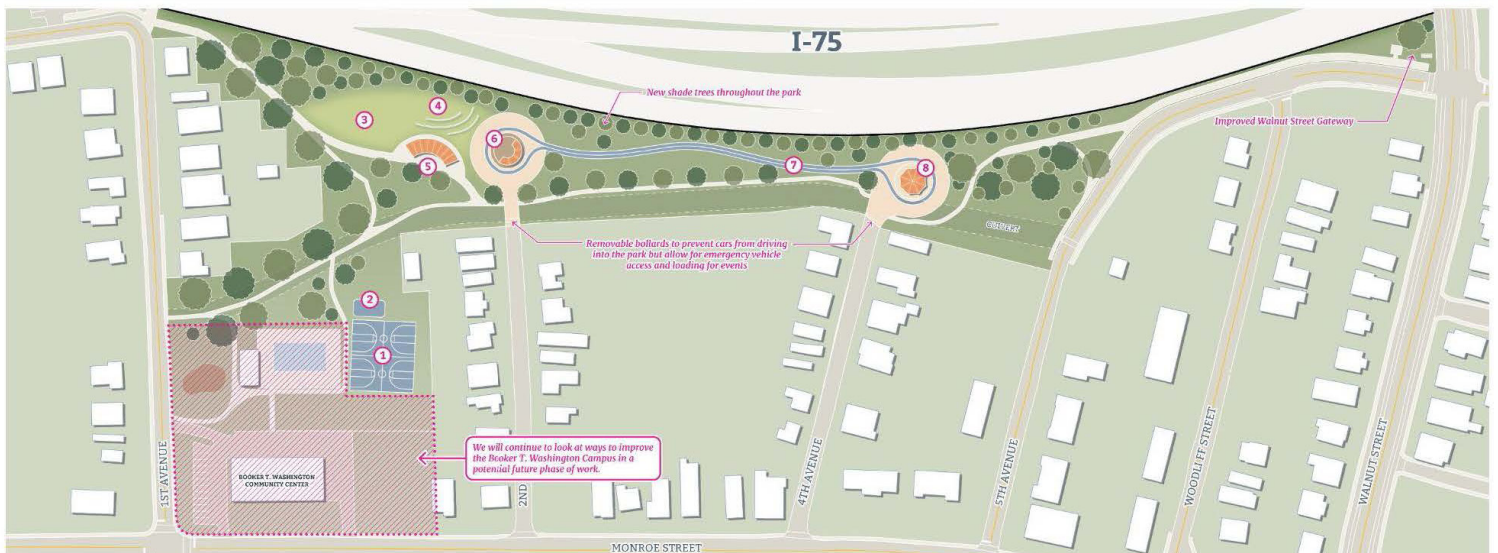
Sincerely,

Laurie L. Fickling, PLA



Site Map

Not to Scale



Concept Plan by Interface Studio

Not to Scale

986 Cole Street
Macon, GA 31201
478-747-0250
Lauriefickling@gmail.com



LEGISLATIVE SPONSORS

- | | |
|---|--|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE MAYOR TO EXECUTE A RENEWABLE PROFESSIONAL SERVICES AGREEMENT WITH KROLL ASSOCIATES, INC. IN THE AMOUNT OF \$132,400.00 PER YEAR FOR THE PROVISION OF CYBERSECURITY SERVICES, TO BE PAID FROM THE INFORMATION TECHNOLOGY BUDGET – CONTRACT LABOR – CONTRACTUAL SERVICES LINE ITEM; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, the Macon-Bibb County Commission desires to retain the services of Kroll Associates, Inc. (“Kroll”), a leading national provider of professional cybersecurity services, for the purpose of providing additional cybersecurity services to Macon-Bibb County; and

WHEREAS, the Macon-Bibb County Commission finds that the cybersecurity services being provided by Kroll constitute “cybersecurity devices, programs, or systems designed to protect computer, information technology, or communication systems against terrorist or other attacks that depend for their effectiveness in whole or in part upon a lack of general public knowledge” and are therefore exempt from public disclosure under O.C.G.A. § 50-18-72(a)(25)(A)(v); and

WHEREAS, pursuant to Sec. 19-10(b) of the Macon-Bibb County Code of Ordinances, the Macon-Bibb County Commission may select, without the requirement of competitive procurement, consultants to perform professional services on behalf of the County, and must approve the hiring of such consultants by resolution where the total estimated dollar amount of the services to be provided is expected to exceed \$25,000.00; and

WHEREAS, the Macon-Bibb County Commission finds that this resolution is necessary and proper to promote or protect the safety, health, peace, security, and general welfare of Macon-Bibb County and its inhabitants.

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission and it is hereby so resolved by the authority of same that the Mayor is authorized to execute a renewable professional services agreement with Kroll Associates, Inc. (“Kroll”), in the amount of One-Hundred Thirty-Two Thousand and Four-Hundred Dollars and no cents (\$132,400.00) per year, with a maximum escalator not to exceed seven percent per year, for the provision of cybersecurity services as determined to be necessary by the Macon-Bibb County Information Technology department, with such agreement to be in a form approved by the Macon-Bibb County Attorney's Office.

BE IT FURTHER RESOLVED that, upon the execution of the agreement authorized hereunder, the Clerk of the Commission is hereby directed to enter two versions of said agreement into the minutes of the Macon-Bibb County Commission. The first version shall be unredacted and complete, and shall be clearly marked that it is not subject to public production or disclosure under the Open Records Act, and shall be accessible only to the Mayor, County Commissioners, and such elected officials, Macon-Bibb County staff, officers, contractors, or vendors, who have a business need to know the details of the cybersecurity measures described therein. The second version shall be redacted by the Macon-Bibb County Attorney's Office to remove all information protected from disclosure under the Open Records Act, and shall be made available for public review upon request.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED that in the event scrivener's errors shall be discovered in this Resolution or in the Exhibits hereto after the adoption hereof, the Macon-Bibb County Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission grants the Mayor the authority to take any and all further actions necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as specifically provided herein, any and all ordinances or resolutions or parts of ordinances or resolutions in conflict with this Resolution shall be and the same hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED that in the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or upon its adoption into law without such approval.

APPROVED AND ADOPTED this ____ day of _____, 2024.

By: _____
LESTER M. MILLER, Mayor

(SEAL) Attest: _____
JANICE S. ROSS, Clerk of Commission

\\tc-storage.maconbibb.us\countyattstorage\RES MACON-BIBB\2024 Miller Authorizing Cybersecurity Agreement with Kroll for \$132,400 6-14-24.docx



LEGISLATIVE SPONSORS

- | | |
|---|--|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE ACCEPTANCE OF A SUPPLEMENTAL GRANT FROM THE GEORGIA EMERGENCY MANAGEMENT AND HOMELAND SECURITY AGENCY, IN THE AMOUNT OF \$5,000.00, TO BE USED BY THE MACON-BIBB COUNTY EMERGENCY MANAGEMENT AGENCY TO PURCHASE LAPTOPS; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, Macon-Bibb County Emergency Management Agency (EMA) has been awarded an Emergency Management Performance Supplementary Grant from the Georgia Emergency Management and Homeland Security Agency in the amount of \$5,000.00; and

WHEREAS, on March 21, 2023, the Macon-Bibb County Commission approved resolution R-23-0068, thereby accepting a FY2022 Georgia Emergency Management and Homeland Security Agency (GEMA/HS) Emergency Management Performance Grant (“EMPG”) in the amount of \$45,000.00 with a local match of \$45,000.00; and

WHEREAS, GEMA/HS has received increased funding to restore previous payment amounts to the emergency management agencies across the state; and

WHERRAS, Macon-Bibb EMA will utilize the supplementary funds to purchase laptops; and

WHEREAS, a copy of the grant award letter has been attached hereto as Exhibit A for review and reference purposes, and is incorporated herein by reference; and

WHEREAS, the Macon-Bibb County Commission desires to accept the supplementary EMPG award funds; and

WHEREAS, the Macon-Bibb County Commission finds that this resolution is necessary and proper to promote or protect the safety, health, peace, security, and general welfare of Macon-Bibb County and its inhabitants;

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same, that the Macon-Bibb County Commission does hereby authorize the acceptance of an Emergency Management Performance Supplementary Grant in the amount of FIVE THOUSAND DOLLARS AND 00/100 CENTS (\$5,000.00) from GEMA/HS, with said funds to be utilized for the purchase of laptops.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED that in the event scrivener's errors shall be discovered in this Resolution or in the Exhibits hereto after the adoption hereof, the Macon-Bibb County Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission grants the Mayor the authority to take any and all further actions necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as specifically provided herein, any and all ordinances or resolutions or parts of ordinances or resolutions in conflict with this Resolution shall be and the same hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED that in the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it

is the intent of this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or upon its adoption into law without such approval.

APPROVED AND ADOPTED this _____ day of _____, 2024.

By: _____
LESTER M. MILLER, Mayor

(SEAL) Attest: _____
JANICE S. ROSS, Clerk of Commission

Q:\RES MACON-BIBB\2024 Miller Accepting EMPG Supplemental Grant - EMA - \$5,000.docx

EXHIBIT A

GEORGIA EMERGENCY MANAGEMENT AND HOMELAND SECURITY AGENCY

BRIAN P. KEMP
GOVERNOR



JAMES C. STALLINGS
DIRECTOR

May 9, 2024

Mr. Spencer Hawkins
Director
Macon-Bibb County
700 Poplar Street
Macon, Georgia 31201

Dear Mr. Hawkins:

Enclosed is check #397910 in the amount of \$5,000.00 for 10% restoration payment of the FY 2022 Georgia Emergency Management and Homeland Security Agency (GEMA/HS) Emergency Management Performance Grant (EMPG) Base Award. The award document specifies the federal award amount, the required local non-federal match amount, the period of performance, and other guidelines for the award.

The GEMA/HS Local Entity Annual Report (LEAR), covering the period of the current Base Award July 1, 2022, through June 30, 2023, is not due until July 31, 2023. However, the report can be submitted before that time.

Please complete all reports in accordance with the FY 2022 Grant Guidance. If you have any questions or concerns, please feel free to contact Tangie Daniels, Compliance Specialist, at Tangie.Daniels@gema.ga.gov or 404-635-7364 or me directly at 404-635-7068 or Sheneka.Turner@gema.ga.gov or 1-800-TRY-GEMA.

Sincerely,

Sheneka Turner
Manager
Preparedness Grants and
Programs

ST/SH
Enclosure
cc: Diane Adams, Area 8 Field Coordinator
Georgia Emergency Management
Homeland Security Agency

RECEIVED
MAY 20 2024
MACON-BIBB
FINANCE DEPT

GEORGIA EMERGENCY MANAGEMENT AND HOMELAND SECURITY AGENCY

BRIAN P. KEMP
GOVERNOR



JAMES C. STALLINGS
DIRECTOR

March 28, 2024

Dear County EMA Directors,

Georgia Emergency Management and Homeland Security Agency (GEMA/HS) has received increased funding in the State of Georgia's Amended Fiscal Year 2024 budget, for the purpose of restoring full previous payment amounts to the Emergency Management Agencies (EMA) across the State. This will include full funding for the FY 2023 EMPG pass through funds to each EMA. It will also include a separate opportunity to receive funding to make up for the ten percent reduction, announced in my former letter dated February 1, 2023.

In the next few weeks, you will receive information from our Preparedness Grants and Programs division with the details of the administrative process required. There will be a requirement to process these two payments separately due to the federal administrative requirements associated with them.

I want to thank Governor Kemp, the Governor's Office of Planning and Budget, and both the House and Senate Appropriations Committees in close coordination with our Agency to provide this increased funding.

Last Friday, March 22, 2024, Congress passed the funding legislation for FEMA and the U.S. Department of Homeland Security for Federal Fiscal Year 2024. The national level EMPG was funded 9% below the 2023 level. We do not know the exact funding amount we will receive at GEMA/HS based on that change. It is expected to have some level of impact on the funds we have available for the FY 2024 budget.

Thanks to all of you for your continued work on behalf of your organizations and the citizens of Georgia that you represent. We look forward to continuing to utilize these funds for both planning and preparation to ensure we are ready, together, to face the next challenges that come our way.

Sincerely,

A handwritten signature in black ink, appearing to read "James C. Stallings", is written over a light blue circular background that matches the agency's seal.

James C. Stallings

/al



LEGISLATIVE SPONSORS

- | | |
|---|--|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE ACCEPTANCE OF A COUNCIL OF ACCOUNTABILITY COURTS JUDGES STATE OF GEORGIA GRANT AWARD FROM THE STATE OF GEORGIA CRIMINAL JUSTICE COORDINATING COUNCIL FOR FISCAL YEAR 2025, IN THE AMOUNT OF \$195,779.00, WITH MATCHING FUNDS IN THE AMOUNT OF \$34,549.00, PAYABLE IN KIND AS EXISTING EMPLOYEE SALARIES, AWARDED TO THE MACON JUDICIAL CIRCUIT MENTAL HEALTH COURT PROGRAM; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, the Georgia Criminal Justice Coordinating Council was established by the General Assembly in 1981; and

WHEREAS, the Criminal Justice Coordinating Council manages state grant programs funded by the Georgia General Assembly; and

WHEREAS, the Macon Judicial Circuit Mental Health Court program provides mental health care and other critical services to reduce recidivism and incarceration among certain identified offenders with underlying mental health conditions; and

WHEREAS, the Macon Judicial Circuit Mental Health Court has applied for and been awarded a Council of Accountability Courts Judges State of Georgia Grant from the Criminal Justice Coordinating Council ("CJCC") for Fiscal Year 2025; and

WHEREAS, the CJCC will provide Macon-Bibb County with grant funding in the amount of \$195,779.00, with a local match of \$34,328.00, payable in kind as existing employee salaries; and

WHEREAS, the grant funding will be used to serve adults in the community who are in need of services, through the Mental Health Court program, who would otherwise be incarcerated or placed on probation; and

WHEREAS, this grant will be effective from July 1, 2024 through June 30, 2025, provided that the award agreement is returned to the CJCC by June 30, 2024; and

WHEREAS, copies of the grant award letter and contract documents are attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, the Macon-Bibb County Commission desires to accept the grant funds on behalf of the Mental Health Court Program, for the above-described purpose; and

WHEREAS, the Macon-Bibb County Commission finds that this resolution is necessary and proper to promote or protect the safety, health, peace, security, and general welfare of Macon-Bibb County and its inhabitants;

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same that the Mayor is authorized to accept the grant award from the Georgia Criminal Justice Coordinating Council in the amount of ONE HUNDRED NINETY-FIVE THOUSAND SEVEN HUNDRED SEVENTY-NINE DOLLARS AND 00/100 CENTS (\$195,779.00), with a local match in the amount of \$34,549.00 payable in kind as existing employee salaries, as provided in Exhibit A.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED that in the event scrivener's errors shall be discovered in this Resolution or in the Exhibits hereto after the adoption hereof, the Macon-Bibb County Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission grants the Mayor the authority to take any and all further actions necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as specifically provided herein, any and all ordinances or resolutions or parts of ordinances or resolutions in conflict with this Resolution shall

be and the same hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED that in the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or upon its adoption into law without such approval.

APPROVED AND ADOPTED this ____ day of _____, 2024.

By: _____
LESTER M. MILLER, Mayor

(SEAL) Attest: _____
JANICE S. ROSS, Clerk of Commission

Q:\RES MACON-BIBB\2024 Miller Authorizing Acceptance of a CJCC Grant Mental Health Court
Grant - \$195,779.docx

EXHIBIT A

OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE COORDINATING COUNCIL

State of Georgia

SUBGRANT AWARD

SUBGRANTEE: Macon-Bibb County Commission

IMPLEMENTING

AGENCY: Macon-Bibb County

PROJECT NAME: Mental Health Court

SUBGRANT NUMBER: J25-8-056

FEDERAL FUNDS: \$ 195,779

MATCHING FUNDS: \$ 34,549

TOTAL FUNDS: \$ 230,328

GRANT PERIOD: 07/01/24-06/30/25

This award is made under the Council of Accountability Courts Judges State of Georgia grant program. The purpose of the Accountability Court Grants program is to make grants to local courts and judicial circuits to establish specialty courts or dockets to address offenders arrested for drug charges or mental health issues. This grant program is subject to the administrative rules established by the Criminal Justice Coordinating Council.

This Subgrant shall become effective on the beginning date of the grant period, provided that a properly executed original of this "Subgrant Award" is returned to the Criminal Justice Coordinating Council by June 30, 2024.

AGENCY APPROVAL

SUBGRANTEE APPROVAL



Jay Neal, Director
Criminal Justice Coordinating Council

Date Executed: 07/01/24

Signature of Authorized Official Date

Typed Name & Title of Authorized Official

46-3992371-001

Employer Tax Identification Number (EIN)

INTERNAL USE ONLY

TRANS CD	REFERENCE	ORDER	EFF DATE	TYPE	PAY DATE	INVOICE	CONTRACT #
102	01	1	07/01/24	9		**	J25-8-056
OVERRIDE	ORGAN	CLASS	PROJECT			VENDOR CODE	
2	46	4	01				

ITEM CODE	DESCRIPTION 25 CHARACTERS	EXPENSE ACCT	AMOUNT
1	Mental Health Court	624.41	\$ 195,779

REQUEST DATE: _____

SUBGRANTEE: Macon-Bibb County Commission

SUBGRANT #: J25-8-056

PROJECT NAME: Mental Health Court

NATURE OF ADJUSTMENT:

Mark all that apply.

Adjustments of each type shown should be entered in the section indicated.

☐ REVISED BUDGET Go To SECTION I

☐ PROJECT PERIOD AND/OR EXTENSION. Go To SECTION II

☐ PROJECT OFFICIALS/ADDRESSES. . . Go To SECTION III

☐ PROJECT PERSONNEL. Go To SECTION III

☐ GOALS AND OBJECTIVES Go To SECTION III

☐ OTHER. Go To SECTION III

MUST BE JUSTIFIED AND EXPLAINED THOROUGHLY IN SECTION IV.

SECTION I. REQUEST FOR BUDGET CHANGE - JUSTIFY IN SECTION IV.

	CURRENT APPROVED	REVISIONS +/-	REVISED BUDGET
PERSONNEL	\$ 230,328		
EQUIPMENT	0		
SUPPLIES	0		
TRAVEL	0		
PRINTING	0		
OTHER	0		
TOTAL	\$ 230,328		
Federal	\$ 195,779		
Match	\$ 34,549		

SECTION II. REQUEST FOR CHANGE IN PROJECT PERIOD - JUSTIFY IN SECTION IV.

CURRENT GRANT PERIOD

REQUESTED GRANT PERIOD

FOR EXTENSION,

Start Date: 07/01/24

Start Date:

OF MONTHS:

End Date: 06/30/25

End Date:

NOTE: The maximum extension request cannot exceed 12 months.

SECTION III. REQUESTS FOR REVISIONS TO PROJECT OFFICIALS/ADDRESSES, PROJECT PERSONNEL, GOALS AND OBJECTIVES, AND/OR OTHER NON-BUDGET, NON-PERIOD CHANGES (JUSTIFY IN SECTION IV.)

CRIMINAL JUSTICE COORDINATING COUNCIL
SUBGRANT ADJUSTMENT REQUEST
FEDERAL GRANT #

ADJ REQUEST #: 1

REQUEST DATE: _____

SUBGRANTEE: Macon-Bibb County Commission
PROJECT NAME: Mental Health Court

SUBGRANT #: J25-8-056

SECTION IV. JUSTIFICATION OF ALL REQUESTED ADJUSTMENTS, REVISIONS, AND/OR CHANGES

All requested adjustments in Sections I, II & III (page 1) must be justified in detail in this Section. Include item costs, descriptions, equipment lists, detailed explanations, and any other information that would further clarify and support your request for adjustment. Attach additional pages as needed.

SUBMITTED BY:

Signature of Financial Officer or Project Director	Title	Date
--	-------	------

CJCC ROUTING AND APPROVALS:	Approval	Disapproval	Reviewer Signature
Reviewed By:	_____	_____	_____
Authorized By:	_____	_____	_____

FY25 Operating Grant Budget Detail Award

Court Name **Macon Judicial Circuit Mental Health Court**

Budget Worksheet Category	Line Item	Total Budgeted
Personnel	Program Coordinator	28,402.00
	Fringe Benefits	10,003.50
	Program Case Manager	44,200.00
	Fringe Benefits	17,894.00
Contract Services	Lab Technician	2,907.00
	Lab Technician	2,907.00
	Law Enforcement	7,875.00
	Law Enforcement	4,500.00
	Law Enforcement	6,435.00
	Law Enforcement	3,375.00
	Treatment Provider	16,000.00
	Counselor	22,200.00
	Program Case Manager	1,500.00
Drug Testing Supplies	Onsite Devices	17,003.10
Supplies /Other Costs	Medication	3,655.00
Equipment		0.00
In State Training and Travel	2024 CACJ Conference	3,292.30
Transportation Funding	Public Transportation	3,630.00
Total Budget:		\$195,779

Match: \$34,549

CACJ Funding Committee Notes: None.

FY25 ACCOUNTABILITY COURTS AWARD PACKETS

INSTRUCTIONS FOR ACTIVATING YOUR SUBGRANT AWARD

This **Accountability Court Sub-grant Award package** consists of six (6) separate documents. These documents include:

1. Sub-grant Award
2. Special Conditions
3. Sub-grant Adjustment Request #1
4. Designation of Grant Officials Form
5. Reimbursement Selection Form
6. Supplier Change Request Form

Below are instructions for completing each of these documents.

Document #1: Sub-grant Award

This document constitutes the operative document obligating and reserving State funds for use by the Grantee in executing the project covered by the Sub-grant Award.

In order to execute the document, the Sub-grantee must do the following:

- enter the name of the **Authorized Official (this person must be the chairperson of the county Board of Commissioners or Mayor**
- have the **Authorized Official** sign and date this document; and
- make a copy of the Sub-grant Award for your project file and return the **signed original** to the Criminal Justice Coordinating Council (CJCC).

Document #2: Special Conditions

The Special Conditions are the “strings” attached to the Sub-grant Award. By signing these conditions, the Sub-grantee is agreeing to comply with each requirement imposed upon the Sub-grant by CJCC. In order to execute this document, the Sub-grantee must do the following:

- carefully review each condition listed on this document;
- **have the Project Director initial the space provided after each special condition;**
- indicate the name and title of the **Authorized Official** executing the document;
- have the **Authorized Official** sign and date this document; and

- make a copy of the Special Conditions for your project file and return the **signed original** to CJCC.

Document #3: Sub-grant adjustment request #1

This document is a “turnaround” document and should be utilized to establish the project budget as well as to request any changes to the project throughout the grant year. **In order to activate your sub-grant, this document must be completed.** The Sub-grant Adjustment Request document must be completed (with “**no changes**” indicated in section IV) and **signed by the Authorized Official**. All documents must be returned to CJCC in order for the Award Package to be accepted and the budget approved. Instructions for completing the adjustment request form are as follows:

- enter the date the request is being made;
- indicate the “Nature of Adjustment” then go to the particular section listed (Section I);
- review the amounts by budget category, listed under the column “Current Approved,” as these are the budget amounts currently approved for the project;
- enter any revisions (if none, then enter \$0) in the column “Revisions+/-” (negative adjustments should be denoted by either () or <>);
- add or subtract the revisions from the current approved amounts, then enter the revised amounts in the column “Revised Budget”;
- if any project officials have changed since the application, complete Section III;
- have the appropriate official sign and date the request;
- make a copy of the adjustment request for your project file; and

When CJCC receives this request, it will be reviewed and authorized for further processing. If approved, the requested revisions will be made and the Sub-grantee will be sent the next Sub-grant Adjustment Request form showing the requested revisions

***Please Note: SAR’s are not accepted during the 1st quarter. SAR’s will be processed from Oct 1- May 31**

Document #4: Designation of Grant Officials Form

Please complete the Designation of Grant Officials form as explained below.

- **PROJECT DIRECTOR NAME:** Enter the name and applicable data of the **Project Director**. This official must be an employee of the applicant agency or from a contractor organization, at the applicant's option, who will be directly responsible for operation of the project.
- **FINANCIAL OFFICER:** Enter the name and applicable data of the **Financial Officer**. This person must be the chief financial officer of the applicant agency such as the county auditor, city treasurer or comptroller or the Board Treasurer of the non-profit agency.
- **AUTHORIZED OFFICIAL:** Enter the name and applicable data of the **Authorized Official**. This person is the official who is authorized to apply for, accept, decline or cancel the grant for the applicant agency. **This person must be the chairperson of the county Board of Commissioners or Mayor.** All official correspondence regarding the grant award (sub-grant expenditure reports) **must** be signed by the authorized official. Once an award has been made, **the authorized official may designate someone to sign this documentation by submitting a letter on agency letterhead to the Council.**

***This document acknowledges key officials within your agency related to the funded project. No two officials should be the same person.**

Document #5: Reimbursement Selection Form

This form is used to indicate the frequency of reimbursement requests and how sub-grant payments will be made.

- Check the applicable reimbursement schedule, monthly or quarterly.
- Check the applicable process for receiving reimbursement payments:
 - “Electronic Funds Transfer” box if you prefer to receive payments by direct deposit, complete the requested information, **attach a voided check to the form**, and have the **Authorized Official** sign where indicated.

OR

- Check the “Check” box if you prefer a mailed check, complete the requested information and have the **Authorized Official** sign where indicated.

Document #6: Supplier Change Request Form

This form is used to indicate an addition or change of bank account information. An instruction sheet is included in this award packet.

- vendor information is your agency information.
- complete all applicable fields.
- make a copy of this form for your project file and return the original to CJCC.

***Two Additional documents are required to be submitted if applicable from your court.**

1. Personnel Action Forms/Salary Authorization Letters (for each employee paid with grant funds)
2. All Contracts/MOU'S Between Treatment Providers, Contractors and Transportation Providers (Only if the court applied for transportation funds)

Below are instructions for completing each of these documents.

Document #1: Personnel Action Forms/ Salary Authorization Letter

This form is used to identify any employee of the court that receives any compensation with grant funds (Example, Coordinators and Case Managers).

- There is a sample **Personnel Action Form** located on CJCC's website under the **Forms & Publications** tab. <http://cjcc.georgia.gov/grant-forms-publications>
- A **Personnel Action Form** will need to be filled out for **each employee** that is **paid** under the Grant Award.
- Required information on all Personnel Action Form's include:
 - Employee Name
 - Job Title
 - Salary/Pay Rate
 - Hire Date

Document #2: All Contracts/MOU's between Treatment Providers, Contractors, Transportation Providers

A contract is required between the agency and treatment providers who receive Grant funds.

- The **Contract** between treatment providers, contractors, transportation providers and the agency will detail the **service provided** for the agency
- The **Contract** between the treatment providers, contractors, transportation providers and the agency will detail the **Rate the agency will be charged** for the service provided.

CRIMINAL JUSTICE COORDINATING COUNCIL
State of Georgia – Accountability Courts

FY25 SPECIAL CONDITIONS

1. All project costs not exclusively related to activities of the funded accountability court must be approved with a Subgrant Adjustment Request, and only the costs of approved project-related activities will be reimbursable under the Subgrant Award.
Initials _____
2. The subgrantee must submit Subgrant Adjustment Request #1 with the completed award package. The adjustment request is accompanied by a detailed project budget that itemizes all projected expenditures as approved by the Council of Accountability Court Judges (CACJ) Funding Committee. This initial SAR is part of the grant activation process and enables the CJCC to initiate the grant. The project budget and summary will not be established, or officially approved, until the subgrantee receives a written approval notice from the Criminal Justice Coordinating Council. All project costs and project activities must coincide with the approved budget, summary, and implementation plan unless subsequent revisions are approved by the Criminal Justice Coordinating Council.
Initials _____
3. The subgrantee must submit subsequent Subgrant Adjustment Requests to revise the budget, project summary, and implementation plan prior to any substantial changes, but no later than 30 days prior to the end of the subgrant period.
Initials _____
4. The subgrantee agrees that no funds shall be expensed outside of the approved budget. In addition, any funds spent under this subgrant award must be expended by the grant end date and not encumbered.
Initials _____
5. The subgrantee agrees that at least 25% of the awarded funds will be spent in the first quarter, 50% in the second quarter and 75% in the third quarter. If this condition is not met, any unused remaining funds from that quarter will be retained by the Council to be managed by the CACJ Funding Committee.
Initials _____
6. Waivers for the above 25% expenditure requirement may be granted at the committee's discretion for the 1st and 2nd quarters only. If a waiver is granted, the funds held over to the next quarter must be spent in the next quarter.
Initials _____
7. This is a reimbursement grant. Requests for reimbursement must be made on a quarterly basis. Subgrant Expenditure Reports (SERs) are due 15 days after the end of the reporting period. SERs may be submitted monthly. SER submissions must be accurate and complete. Subgrantees should not submit incomplete SERs. Incomplete SERs will be considered late, and a 10% penalty will be assessed after expiration of a 10-day grace period. A failure to follow SER procedures outlined in these conditions and in the CACL Rules may subject a court to rescission of a grant award as outlined in Article 4 of the Rules.
Initials _____

SUBGRANT NUMBER:**SPECIAL CONDITIONS**

8. The subgrantee certifies that state funds will not be used to supplant funds that would otherwise be made available for grant-funded initiatives. State funds must be used to supplement existing funds for program activities and not replace funds appropriated for the same purpose. Potential supplanting will be the subject of application review, as well as pre-award review, post-award monitoring, and audit. If there is a potential presence of supplanting, the subgrantee will be required to document that the reduction in non-state resources occurred for reasons other than the receipt or anticipated receipt of state funds.
Initials _____
9. Statistical and/or evaluation data describing project performance must be submitted to Council of Accountability Court Judges (CACJ) on a quarterly basis using the proscribed format provided to the Subgrantee. Failure to submit all requested data on a timely basis will result in the withholding of grant funds on this subgrant and/or any other subgrant administered by CJCC until compliance is achieved. If reports are not received, funds for subsequent quarters may be rescinded.
Initials _____
10. The subgrantee certifies that 1) title to all equipment and/or supplies purchased with funds under this subgrant shall vest in the agency that purchased the property; 2) equipment and/or supplies will be maintained in accordance with established local or state procedures as long as the equipment and/or supplies are used for program-related purposes; and 3) once the project concludes and/or equipment is no longer utilized for its grant-funded purpose, the Criminal Justice Coordinating Council and the Council of Accountability Court Judges will be informed of the available equipment and determine its future use to assure it is utilized in furtherance of the goals and objectives of the grant program and the State of Georgia.
Initials _____
11. If your court uses a CSB/DBHDD enrolled provider for treatment and receives specific contracted funds for mental health and/or addictive disease treatment court services, these funds have been awarded provisionally. Prior to use, the court must meet with the CSB/DBHDD enrolled provider to determine what services are billable and are not being provided. These funds should only be applied to services that are not billable by the CSB/DBHDD enrolled provider. The court should work to enter into an agreement with the CSB/DBHDD enrolled provider that outlines billable and non-billable services.
Initials _____
12. All drug, veteran, mental health, family, and DUI courts must use a validated assessment tool approved by the Council of Accountability Court Judges. All courts are required to use evidence-based treatment modalities.
Initials _____
13. Subgrantees must comply with the training requirements as determined by the Council of Accountability Court Judges. All evidence-based training attendees will be required to sign and submit the CACJ Training Acknowledgement & Agreement Form upon registering for CACJ supported training sessions. The court shall implement the evidence-based treatment within 60 days of the training attendee achieving certification.
Initials _____
14. All evidence-based training attendees that achieve certification are subject to fidelity monitoring by a CACJ treatment team staff member. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit and shall adhere to the policies and procedures outlined in the Model Fidelity Handbook for Evidence-Based Programs.
Initials _____

SUBGRANT NUMBER:**SPECIAL CONDITIONS**

15. Subgrantees in receipt of funds to support participant treatment are subject to fidelity monitoring by a CACJ treatment team staff member. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit and shall adhere to the policies and procedures outlined in the Model Fidelity Handbook for Evidence-Based Programs
Initials _____
16. Subgrantees in receipt of funds to support internally provided, grant supported, evidence-based trainings must comply with the following: notify the CACJ of scheduled training sessions; enter into agreements with qualified evidence-based facilitators; submit a CACJ Training Acknowledgement & Agreement Form for each attendee to the CACJ prior to the start of training session; and provide the CACJ with documentation of each attendee achieved certification.
Initials _____
17. CACJ may designate preferred vendors or suppliers of products or services that are either on state contract or with which the CACJ has an agreement or contract in place. Subgrantees may be required to utilize such contracts or agreements for designated products or services or be required to justify that their purchases are less costly.
Initials _____
18. All subgrantee programs are subject to the jurisdiction of the Funding Committee of the CACJ by their acceptance a CACJ-awarded grant. Failure to comply with any of the special conditions contained within this document, by the authorized official, project officials, agents, and/or employees of this grant, will subject the program to the enforcement procedures outlined in Article 4 of CACJ Rules.
Initials _____
19. Subgrantees must follow all accountability court standards as approved by the Council of Accountability Court Judges.
Initials _____
20. Medication-Assisted Treatment (MAT) is the use of medications in combination with counseling and behavioral therapies and is an effective treatment for substance use disorders (SUD), including opioid use disorders (OUD). The Americans with Disabilities Act (ADA) protects persons with OUD and SUD from discrimination for using lawfully prescribed medication. Subgrantees agree not to prohibit a program participant from accessing MAT services or from using lawfully prescribed MAT medication. This condition only applies to adult program participants.
Initials _____
21. Subgrantees must abide by the Rules of the Council of Accountability Court Judges. Subgrantees are responsible for obtaining the current version of the Rules and ensuring that program activities operate in compliance with the Rules. The Rules, in their entirety, are incorporated herein by reference and compliance with the Rules is a condition of this grant. A failure to comply with the Rules may result in a referral to Section VIII of Article 4 of the Rules governing rescission of grant awards after violations of special conditions or a referral under Article 8 governing compliance with the Rules, state standards, and Georgia law.
Initials _____
22. The grantee acknowledges that funds provided under this grant award are state-appropriated funds and may not be accessible after the end of the grant period. The final reimbursement request under this award must be received by CJCC no later than July 15, 2025. In addition, if the grantee has not received payments for any prior reimbursements, the grantee must notify CJCC by June 15, 2025 or risk losing access to those funds.

SUBGRANT NUMBER:**SPECIAL CONDITIONS**

Initials _____

23. All services must be rendered to the Court before payment is made. If it is found that a Court/County made an advance payment, those funds may be required to be repaid to CJCC.

Initials _____

24. Subgrantees must comply with the training attendance requirements as determined by the Council of Accountability Court Judges and as required by Article 10 of the CACJ Rules. Attendees will be informed of additional training attendance requirements during the training registration process for each training. CACJ expects that everyone who registers for training will be able to attend that training. To be good stewards of state funds, attendees must cancel training reservations as soon as a conflict, illness, or other circumstance arises that prevents them from attending the training. It is understood by CACJ that emergency situations occur. Emergency situations are considered the exception but not the rule. If these requirements are not met, any expenses incurred by CACJ may be de-obligated from the subgrantee in the form of a fee or other penalty. Funds de-obligated due to noncompliance with a training requirement will be retained by CACJ to be managed by the CACJ Funding Committee.

Initials _____

25. The subgrantee agrees that all personnel charging time to this grant must maintain timesheets documenting hours for all work performed for pay, including both grant-related and non-grant related work activities. This includes work performed that is unrelated to an accountability court.

Initials _____

26. The subgrantee understands and agrees that payments made by CJCC do not constitute final approval of submitted expenditures. Subsequent reviews, audits, or examinations may identify expenses that fall outside the grant scope or rules. In such cases, the subgrantee may be required to repay those funds.

Initials _____

Please be advised that failure to comply with any of the Special Conditions will result in material noncompliance with the Subgrant Agreement, thus subjecting the Subgrant Agreement to possible termination by the Criminal Justice Coordinating Council.

Authorized Official Signature_____
Date_____
Print Authorized Official Name_____
Title

CRIMINAL JUSTICE COORDINATING COUNCIL REIMBURSEMENT SELECTION FORM

SUBGRANT NUMBER: _____

AGENCY NAME: _____

1. SELECT A SCHEDULE FOR SUBMITTING REIMBURSEMENTS (CHECK ONE BOX)

- ☐ **MONTHLY** (Requests for reimbursement are due 15 days after the end of the month)
- ☐ **QUARTERLY** (Requests for reimbursement are due 30 days after the end of the quarter)

2. SELECT A PROCESS FOR RECEIVING REIMBURSEMENT PAYMENTS (CHECK ONE BOX)

- ☐ **ELECTRONIC FUNDS TRANSFER** (Reimbursements will be deposited into the bank account listed below.
A voided check must be attached to ensure proper routing of funds.)

BANK NAME: _____

BANK ROUTING NUMBER: _____

BANK ACCOUNT NUMBER: _____

AGENCY CONTACT NAME: _____

AGENCY CONTACT
TELEPHONE NUMBER: _____

AGENCY AUTHORIZED
OFFICIAL NAME AND TITLE: _____

AGENCY AUTHORIZED
OFFICIAL SIGNATURE: _____

- ☐ **CHECK** (Reimbursements will be mailed in the form of a check to the address listed below)

MAILING ADDRESS: _____

CITY, STATE & ZIP: _____

ATTENTION: _____

AGENCY AUTHORIZED
OFFICIAL SIGNATURE: _____

For CJCC Use ONLY

CJCC Auditor:	
Phone Number:	
Grant Award Number:	
GBI Entry Initial/Date:	



SUPPLIER CHANGE REQUEST FORM

Agency Supplier Liaisons MUST complete the Agency Liaison Use Only sections AND ensure the supplier has completed sections 1 - 3, the Supplier Use Only sections prior to submitting this form to SAO.

☐ NEW

☐ EXISTING

SUPPLIER ID NUMBER: Agency Use Only

0	0	0	0						
---	---	---	---	--	--	--	--	--	--

SECTION 1: SUPPLIER IDENTIFICATION

FEI/SSN/TIN

Supplier Name:

Doing Business As (dba): if applicable

SUPPLIER ADDRESS

Address 1:

Address 2:

City:

State: Postal Code:

Contact Email:

Primary Phone #: Ext: ☐ Landline ☐ Cell Used for Identity Verification

Secondary Phone #: Ext: ☐ Landline ☐ Cell Used for Identity Verification

Driver's License #: For individuals only DL State:

SECTION 2: BANK ACCOUNT INFORMATION

Required for New and Reactivating suppliers to add/change bank information to receive payments via ACH.

☐ I do not wish to provide banking information and understand all payments made to me will be via check.

☐ Replace Remittance Address at Loc # With Addr ID #

☐ Replace Invoicing Address at Loc # With Addr ID #

☐ Add New Bank Account ☐ Change Bank Account Enter Loc # Agency Liaisons are required to complete items on this line for bank changes

ROUTING #

NEW ACCOUNT #

Last Four Digits of Previous Bank Account # For changes only

☐ Check here if General Bank Account can be used by ALL State of Georgia agencies making payments.

☐ Check here if this account can only be used for a SPECIFIC PURPOSE

DESCRIBE SPECIFIC PURPOSE

ACCOUNTS RECEIVABLE NOTIFICATION

PAYMENT REMIT EMAIL ADDRESS 1:

PAYMENT REMIT EMAIL ADDRESS 2:

I authorize the State of Georgia to deposit payment for goods and/or services received into the provided bank account by the Automated Clearing House (ACH). I further acknowledge that this agreement is to remain in full effect until such time as changes to the bank account information are submitted in writing by the vendor or individual named below. It is the sole responsibility of the vendor or individual to notify the State of Georgia of any changes to the bank account information. The State of Georgia independently authenticates bank account ownership.

Printed Name of Company Officer

Signature of Company Officer

Date

SECTION 3: DIVERSITY IDENTIFICATION (Check ALL That Apply)

BUSINESS CERTIFICATIONS

- | | |
|---|--|
| ☐ GA Small Business* | ☐ Women Owned |
| ☐ GA Resident Business** | ☐ Minority Business Certified |
| ☐ Not Applicable | ☐ Prefer Not to Disclose |

MINORITY BUSINESS ENTERPRISE (51% ownership)

- | | |
|---|---|
| ☐ Hispanic – Latino | ☐ African American |
| ☐ Native American | ☐ Asian American |
| ☐ Pacific Islander | ☐ Not Applicable |
| ☐ Prefer Not to Disclose | |

*Based on Georgia law (OCGA 50-5-21) (3) "Small Business" means any business which is independently owned and operated. Additionally, such business must either have 300 or less employees OR \$30 million or less in gross receipts per year.

**Georgia resident business is defined as any business that regularly maintains a place from which business is physically conducted in Georgia for at least one year prior to any bid or proposal to the state or a new business that is domiciled in Georgia and which regularly maintains a place from which business is physically conducted in Georgia; provided, however, that a place from which business is conducted shall not include a post office box, a leased private mailbox, site trailer, or temporary structure.

VETERAN-OWNED SMALL BUSINESS (Check ALL That Apply)

- ☐ Nonveteran-owned Small Business ☐ Veteran-owned Small Business ☐ Service Disabled VOSB ☐ Prefer Not to Disclose

SECTION 4: REQUESTED CHANGE(S) – (Check ALL That Apply)

- ☐ FEI/TIN Change (Cannot change if supplier is 1099 applicable)
- ☐ Business Name Change
- ☐ 1099 Eligible (Cannot change to non-eligible if supplier is already 1099 eligible)

1099 Addr ID # Agency Liaisons are REQUIRED to enter the AddrID # where to mail 1099

☐ 1099 – M Enter Code (Required for Form 1099 – M)

☐ 1099 – N Code 01 (01 is the only code available for the 1099 – NEC)

☐ Reactivate Supplier Profile

☐ Deactivate Supplier Profile (Agency Liaison MUST attach written justification from the supplier with the SCR.)

☐ Add Additional Business Address (Enter additional address in Section 1)

☐ Change Existing Business Address Enter Addr ID # to change: (Agency Liaisons are required to enter Addr ID # to change)

☐ Change/Add Payment Alt Name to an existing address (if payable to a different name).

Payment Alt Name:

☐ Classification Change: (Agency Liaisons are required to check one for Classification Changes.)

- | | | | |
|--|---------------------------------------|--|--|
| ☐ Attorney | ☐ HCM | ☐ Student | ☐ Supplier Non-minority |
| ☐ Gov Non-State of GA | ☐ Non-Supplier | ☐ Supplier Minority | |

☐ Statewide Contract (DOAS Use Only)

☐ HCM Vendor

☐ Other (Provided details in the Comments section below)

☐ Comments

AGENCY USE ONLY SECTION 5: AGENCY LIAISON CERTIFICATION (REQUIRED)

By my signature below, I certify that all reasonable effort has been made to submit information that is complete, accurate, true, and is associated with the supplier's name and Tax ID listed above.

AGENCY LIAISON NAME

AGENCY LIAISON SIGNATURE

DATE

B/U#

Revised 01/2024

BRIAN P. KEMP
GOVERNOR



JAY NEAL
DIRECTOR

MEMORANDUM

To: Accountability Court Grantees

From: The Council of Accountability Court Judges
Criminal Justice Coordinating Council

Date: April 15, 2021

Re: New Rideshare/Public Transportation policy

The purpose of this policy is to be consistent in the guidance provided to courts regarding the procurement of public transportation and/or rideshare services and thus to manage costs and ensure compliance with state rules. Courts have a responsibility to use grant funds prudently in support of their services and furtherance to CACJ's mission. Due to the number of courts relying on Uber, Lyft other ridesharing services, as well as public transportation for participants and to establish uniformity related to reimbursement for these services, a new policy will become effective beginning July 1, 2021.

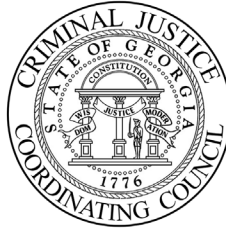
Rideshare Services

To be reimbursed for ride share transportation courts should set-up business accounts to ensure that rides are being used specifically for participants transportation to/from court, to/from drug testing, to/from treatment, or any court mandated event. When seeking reimbursement, a report of all rides should be included.

Public Transportation

To be reimbursed for public transportation courts should demonstrate that the number of tickets/passes bought in a quarter correlates to the number of active participants. Tickets/passes should be purchased on a quarterly basis and provided to participants during that period. Bulk tickets/passes should not be purchased far in advance and held for an upcoming period.

BRIAN P. KEMP
GOVERNOR



JAY NEAL
DIRECTOR

MEMORANDUM

TO: Accountability Court Grantees

FROM: The Council of Accountability Court Judges
The Criminal Justice Coordinating Council

DATE: December 17, 2019

RE: 10% Penalty for Late SERs

As stated in the special conditions of your grant award,¹ the Subgrant Expenditure Report (SER) forms used to submit requests for reimbursements are due to your assigned Grants Specialist at the Criminal Justice Coordinating Council (CJCC) no later than 15 days after the end of each reporting period. Unfortunately, each quarter some SERs are received late with little or no explanation. Due to the continuous number of chronically late SER submissions, **all SERs received after the quarterly deadline will be subject to a 10% penalty.** The 10% penalty will be based on the initial grant award and a de-obligation notice will automatically be sent to the Commissioner, Judge, Coordinator and Finance Director after a 10-day grace period. Of course, extenuating circumstances (e.g., hurricane) will be taken under consideration where warranted and should be communicated to staff as soon as possible.

Please note that while this deadline is used for all CJCC grants, it is even more important for the State Accountability Court Grants Program. The state-funded appropriation expires at the end of each state fiscal year, at which time, unencumbered funds must be returned to the State Treasury. As such, the Council of Accountability Court Judges (CACJ) Funding Committee utilizes CJCC's consolidated expenditure reports to maximize the use of state funds prior to the end of the fiscal year. Specifically, CACJ uses the information to:

¹ The special condition specific to reimbursement requests states: ***"This is a reimbursement grant. Requests for reimbursement must be made on a quarterly basis. Subgrant Expenditure Reports are due 15 days after the end of the quarter."***

This special condition became effective January 1, 2017.

1. Make projections (e.g., what is the funding excess/shortfall and should additional funding be requested for the upcoming state fiscal year);
2. Make funding decisions (e.g., should unallocated funds be used for ancillary services that will support the court (i.e., conferences, case management systems, training) or rolling applications; and
3. Conduct formalized or informal needs assessments (i.e., are there any unidentified gaps in services and are there sufficient resources to address those needs).

To ensure funds are used in a productive, fair and transparent fashion, CACJ must have the most accurate account of expenditures possible for each court at least quarterly, and sometimes, on an ad hoc basis. CJCC must, therefore, process and report all SER expenditures within 2 weeks of the imposed deadline. This allows just enough time to provide the CACJ with an accurate accounting of grant expenditures. Given the importance of adhering to this timeline, it is imperative that all subgrantees submit their quarterly subgrant expenditure reports no later than the 15th following each reporting period.

If you have any questions regarding this policy, please contact Laura Thompson, CJCC Program Director, at (404) 654-1794 or laura.thompson@cjcc.ga.gov.

DESIGNATION OF GRANT OFFICIALS - INSTRUCTIONS

On the following page, fill in the name, title, address, and phone number for the project director, the financial officer, and the authorized for the grant. No two officials can be the same person.

A. Project Director

This official must be an employee of the applicant agency or from a contractor organization, at the applicant's option, who will be directly responsible for operation of the project.

B. Financial Officer

This person must be the chief financial officer of the applicant agency such as the county auditor, city treasurer/controller, or the board treasurer.

C. Authorized Official

This person is the official who is authorized to apply for, accept, decline, or cancel the grant for the applicant agency. This must be the executive director of a state agency, chairperson of the county Board of Commissioners, city mayor, chairperson of the city council, or the chairman/president of the board of directors. All correspondence regarding the grant application must be signed by the authorized official. Once an award has been made, the authorized official may designate someone to sign this documentation by submitting a letter on agency letterhead to CJCC.

DESIGNATION OF GRANT OFFICIALS

LEGAL NAME OF AGENCY: _____

PROJECT TITLE: _____

GRANT NUMBER: _____

☐ Mr.

☐ Ms.

PROJECT DIRECTOR NAME (Type or Print) _____

Title and Agency

Official Agency Mailing Address City Zip

Daytime Telephone Number Fax Number

E-Mail Address

☐ Mr.

☐ Ms.

FINANCIAL OFFICER (Type or Print) _____

Title and Agency

Official Agency Mailing Address City Zip

Daytime Telephone Number Fax Number

E-Mail Address

☐ Mr.

☐ Ms.

AUTHORIZED OFFICIAL (Type or Print) _____

Title and Agency

Official Agency Mailing Address City Zip

Daytime Telephone Number Fax Number

E-Mail Address



LEGISLATIVE SPONSORS

- | | |
|---|--|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE ACCEPTANCE OF A COUNCIL OF ACCOUNTABILITY COURTS JUDGES STATE OF GEORGIA GRANT AWARD FROM THE STATE OF GEORGIA CRIMINAL JUSTICE COORDINATING COUNCIL FOR FISCAL YEAR 2025, IN THE AMOUNT OF \$226,605.00, WITH MATCHING FUNDS IN THE AMOUNT OF \$39,989.00, PAYABLE IN KIND AS EXISTING EMPLOYEE SALARIES, AWARDED TO THE MACON JUDICIAL CIRCUIT ADULT FELONY DRUG COURT PROGRAM; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, the Georgia Criminal Justice Coordinating Council was established by the General Assembly in 1981; and

WHEREAS, the Criminal Justice Coordinating Council manages state grant programs funded by the Georgia General Assembly; and

WHEREAS, the Macon Judicial Circuit Adult Felony Drug Court program was the first drug court in the State of Georgia, and provides substance abuse counseling and other critical services to reduce recidivism and incarceration among substance abuse offenders; and

WHEREAS, the Macon Judicial Circuit Adult Felony Drug Court has applied for and been awarded a Council of Accountability Courts Judges State of Georgia Grant from the Criminal Justice Coordinating Council ("CJCC") for Fiscal Year 2025; and

WHEREAS, CJCC will provide Macon-Bibb County with a grant in the amount of \$226,605.00, with a local match of \$39,989.00 payable in kind as existing employee salaries; and

WHEREAS, the grant funding will be used to serve adults in the community who are in need of services through the Felony Drug Court program, who would otherwise be incarcerated or placed on probation; and

WHEREAS, this award shall become effective on the beginning date of the grant period, July 1, 2024, to June 30, 2025, provided that a properly executed original of the grant award letter is returned to CJCC by June 30, 2024; and

WHEREAS, copies of the grant award letter and contract documents are attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, the Macon-Bibb County Commission desires to accept the grant funds on behalf of the Adult Felony Drug Court Program, for the above-described purpose; and

WHEREAS, the Macon-Bibb County Commission finds that this resolution is necessary and proper to promote or protect the safety, health, peace, security, and general welfare of Macon-Bibb County and its inhabitants.

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same that the Mayor is authorized to accept the grant award from the Georgia Criminal Justice Coordinating Council in the amount of TWO HUNDRED TWENTY-SIX THOUSAND SIX HUNDRED FIVE DOLLARS AND 00/100 CENTS (\$226,605.00), with a local match in the amount of \$39,989.00 payable in kind as existing employee salaries, as provided in Exhibit A.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED that in the event scrivener's errors shall be discovered in this Resolution or in the Exhibits hereto after the adoption hereof, the Macon-Bibb County Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission grants the Mayor the authority to take any and all further actions necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as specifically provided herein, any and all ordinances or resolutions or parts of ordinances or resolutions in conflict with this Resolution shall be and the same hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED that in the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or upon its adoption into law without such approval.

APPROVED AND ADOPTED this _____ day of _____, 2024.

By: _____
LESTER M. MILLER, Mayor

(SEAL) Attest: _____
JANICE S. ROSS, Clerk of Commission

Q:\RES MACON-BIBB\2024 Miller Authorizing Acceptance of CJCC Grant - Drug Court \$226,605.docx

EXHIBIT A

OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE COORDINATING COUNCIL

State of Georgia

SUBGRANT AWARD

SUBGRANTEE: Macon-Bibb County Commission

IMPLEMENTING

AGENCY: Macon-Bibb County

PROJECT NAME: Adult Felony Drug Courts

SUBGRANT NUMBER: J25-8-006

FEDERAL FUNDS: \$ 226,605

MATCHING FUNDS: \$ 39,989

TOTAL FUNDS: \$ 266,594

GRANT PERIOD: 07/01/24-06/30/25

This award is made under the Council of Accountability Courts Judges State of Georgia grant program. The purpose of the Accountability Court Grants program is to make grants to local courts and judicial circuits to establish specialty courts or dockets to address offenders arrested for drug charges or mental health issues. This grant program is subject to the administrative rules established by the Criminal Justice Coordinating Council.

This Subgrant shall become effective on the beginning date of the grant period, provided that a properly executed original of this "Subgrant Award" is returned to the Criminal Justice Coordinating Council by June 30, 2024.

AGENCY APPROVAL

SUBGRANTEE APPROVAL



Jay Neal, Director
Criminal Justice Coordinating Council

Date Executed: 07/01/24

Signature of Authorized Official Date

Typed Name & Title of Authorized Official

46-3992371-001

Employer Tax Identification Number (EIN)

INTERNAL USE ONLY

TRANS CD	REFERENCE	ORDER	EFF DATE	TYPE	PAY DATE	INVOICE	CONTRACT #
102	01	1	07/01/24	9		**	J25-8-006
OVERRIDE	ORGAN	CLASS	PROJECT			VENDOR CODE	
2	46	4	01				

ITEM CODE	DESCRIPTION 25 CHARACTERS	EXPENSE ACCT	AMOUNT
1	Adult Felony Drug Courts	624.41	\$ 226,605

FY25 ACCOUNTABILITY COURTS AWARD PACKETS

INSTRUCTIONS FOR ACTIVATING YOUR SUBGRANT AWARD

This **Accountability Court Sub-grant Award package** consists of six (6) separate documents. These documents include:

1. Sub-grant Award
2. Special Conditions
3. Sub-grant Adjustment Request #1
4. Designation of Grant Officials Form
5. Reimbursement Selection Form
6. Supplier Change Request Form

Below are instructions for completing each of these documents.

Document #1: Sub-grant Award

This document constitutes the operative document obligating and reserving State funds for use by the Grantee in executing the project covered by the Sub-grant Award.

In order to execute the document, the Sub-grantee must do the following:

- enter the name of the **Authorized Official (this person must be the chairperson of the county Board of Commissioners or Mayor**
- have the **Authorized Official** sign and date this document; and
- make a copy of the Sub-grant Award for your project file and return the **signed original** to the Criminal Justice Coordinating Council (CJCC).

Document #2: Special Conditions

The Special Conditions are the “strings” attached to the Sub-grant Award. By signing these conditions, the Sub-grantee is agreeing to comply with each requirement imposed upon the Sub-grant by CJCC. In order to execute this document, the Sub-grantee must do the following:

- carefully review each condition listed on this document;
- **have the Project Director initial the space provided after each special condition;**
- indicate the name and title of the **Authorized Official** executing the document;
- have the **Authorized Official** sign and date this document; and

- make a copy of the Special Conditions for your project file and return the **signed original** to CJCC.

Document #3: Sub-grant adjustment request #1

This document is a “turnaround” document and should be utilized to establish the project budget as well as to request any changes to the project throughout the grant year. **In order to activate your sub-grant, this document must be completed.** The Sub-grant Adjustment Request document must be completed (with “**no changes**” indicated in section IV) and **signed by the Authorized Official**. All documents must be returned to CJCC in order for the Award Package to be accepted and the budget approved. Instructions for completing the adjustment request form are as follows:

- enter the date the request is being made;
- indicate the “Nature of Adjustment” then go to the particular section listed (Section I);
- review the amounts by budget category, listed under the column “Current Approved,” as these are the budget amounts currently approved for the project;
- enter any revisions (if none, then enter \$0) in the column “Revisions+/-” (negative adjustments should be denoted by either () or <>);
- add or subtract the revisions from the current approved amounts, then enter the revised amounts in the column “Revised Budget”;
- if any project officials have changed since the application, complete Section III;
- have the appropriate official sign and date the request;
- make a copy of the adjustment request for your project file; and

When CJCC receives this request, it will be reviewed and authorized for further processing. If approved, the requested revisions will be made and the Sub-grantee will be sent the next Sub-grant Adjustment Request form showing the requested revisions

***Please Note: SAR’s are not accepted during the 1st quarter. SAR’s will be processed from Oct 1- May 31**

Document #4: Designation of Grant Officials Form

Please complete the Designation of Grant Officials form as explained below.

- **PROJECT DIRECTOR NAME:** Enter the name and applicable data of the **Project Director**. This official must be an employee of the applicant agency or from a contractor organization, at the applicant's option, who will be directly responsible for operation of the project.
- **FINANCIAL OFFICER:** Enter the name and applicable data of the **Financial Officer**. This person must be the chief financial officer of the applicant agency such as the county auditor, city treasurer or comptroller or the Board Treasurer of the non-profit agency.
- **AUTHORIZED OFFICIAL:** Enter the name and applicable data of the **Authorized Official**. This person is the official who is authorized to apply for, accept, decline or cancel the grant for the applicant agency. **This person must be the chairperson of the county Board of Commissioners or Mayor.** All official correspondence regarding the grant award (sub-grant expenditure reports) **must** be signed by the authorized official. Once an award has been made, **the authorized official may designate someone to sign this documentation by submitting a letter on agency letterhead to the Council.**

***This document acknowledges key officials within your agency related to the funded project. No two officials should be the same person.**

Document #5: Reimbursement Selection Form

This form is used to indicate the frequency of reimbursement requests and how sub-grant payments will be made.

- Check the applicable reimbursement schedule, monthly or quarterly.
- Check the applicable process for receiving reimbursement payments:
 - “Electronic Funds Transfer” box if you prefer to receive payments by direct deposit, complete the requested information, **attach a voided check to the form**, and have the **Authorized Official** sign where indicated.

OR

- Check the “Check” box if you prefer a mailed check, complete the requested information and have the **Authorized Official** sign where indicated.

Document #6: Supplier Change Request Form

This form is used to indicate an addition or change of bank account information. An instruction sheet is included in this award packet.

- vendor information is your agency information.
- complete all applicable fields.
- make a copy of this form for your project file and return the original to CJCC.

***Two Additional documents are required to be submitted if applicable from your court.**

1. Personnel Action Forms/Salary Authorization Letters (for each employee paid with grant funds)
2. All Contracts/MOU'S Between Treatment Providers, Contractors and Transportation Providers (Only if the court applied for transportation funds)

Below are instructions for completing each of these documents.

Document #1: Personnel Action Forms/ Salary Authorization Letter

This form is used to identify any employee of the court that receives any compensation with grant funds (Example, Coordinators and Case Managers).

- There is a sample **Personnel Action Form** located on CJCC's website under the **Forms & Publications** tab. <http://cjcc.georgia.gov/grant-forms-publications>
- A **Personnel Action Form** will need to be filled out for **each employee** that is **paid** under the Grant Award.
- Required information on all Personnel Action Form's include:
 - Employee Name
 - Job Title
 - Salary/Pay Rate
 - Hire Date

Document #2: All Contracts/MOU's between Treatment Providers, Contractors, Transportation Providers

A contract is required between the agency and treatment providers who receive Grant funds.

- The **Contract** between treatment providers, contractors, transportation providers and the agency will detail the **service provided** for the agency
- The **Contract** between the treatment providers, contractors, transportation providers and the agency will detail the **Rate the agency will be charged** for the service provided.

CRIMINAL JUSTICE COORDINATING COUNCIL
State of Georgia – Accountability Courts

FY25 SPECIAL CONDITIONS

1. All project costs not exclusively related to activities of the funded accountability court must be approved with a Subgrant Adjustment Request, and only the costs of approved project-related activities will be reimbursable under the Subgrant Award.
Initials _____
2. The subgrantee must submit Subgrant Adjustment Request #1 with the completed award package. The adjustment request is accompanied by a detailed project budget that itemizes all projected expenditures as approved by the Council of Accountability Court Judges (CACJ) Funding Committee. This initial SAR is part of the grant activation process and enables the CJCC to initiate the grant. The project budget and summary will not be established, or officially approved, until the subgrantee receives a written approval notice from the Criminal Justice Coordinating Council. All project costs and project activities must coincide with the approved budget, summary, and implementation plan unless subsequent revisions are approved by the Criminal Justice Coordinating Council.
Initials _____
3. The subgrantee must submit subsequent Subgrant Adjustment Requests to revise the budget, project summary, and implementation plan prior to any substantial changes, but no later than 30 days prior to the end of the subgrant period.
Initials _____
4. The subgrantee agrees that no funds shall be expensed outside of the approved budget. In addition, any funds spent under this subgrant award must be expended by the grant end date and not encumbered.
Initials _____
5. The subgrantee agrees that at least 25% of the awarded funds will be spent in the first quarter, 50% in the second quarter and 75% in the third quarter. If this condition is not met, any unused remaining funds from that quarter will be retained by the Council to be managed by the CACJ Funding Committee.
Initials _____
6. Waivers for the above 25% expenditure requirement may be granted at the committee's discretion for the 1st and 2nd quarters only. If a waiver is granted, the funds held over to the next quarter must be spent in the next quarter.
Initials _____
7. This is a reimbursement grant. Requests for reimbursement must be made on a quarterly basis. Subgrant Expenditure Reports (SERs) are due 15 days after the end of the reporting period. SERs may be submitted monthly. SER submissions must be accurate and complete. Subgrantees should not submit incomplete SERs. Incomplete SERs will be considered late, and a 10% penalty will be assessed after expiration of a 10-day grace period. A failure to follow SER procedures outlined in these conditions and in the CACL Rules may subject a court to rescission of a grant award as outlined in Article 4 of the Rules.
Initials _____

SUBGRANT NUMBER:**SPECIAL CONDITIONS**

8. The subgrantee certifies that state funds will not be used to supplant funds that would otherwise be made available for grant-funded initiatives. State funds must be used to supplement existing funds for program activities and not replace funds appropriated for the same purpose. Potential supplanting will be the subject of application review, as well as pre-award review, post-award monitoring, and audit. If there is a potential presence of supplanting, the subgrantee will be required to document that the reduction in non-state resources occurred for reasons other than the receipt or anticipated receipt of state funds.
Initials _____
9. Statistical and/or evaluation data describing project performance must be submitted to Council of Accountability Court Judges (CACJ) on a quarterly basis using the proscribed format provided to the Subgrantee. Failure to submit all requested data on a timely basis will result in the withholding of grant funds on this subgrant and/or any other subgrant administered by CJCC until compliance is achieved. If reports are not received, funds for subsequent quarters may be rescinded.
Initials _____
10. The subgrantee certifies that 1) title to all equipment and/or supplies purchased with funds under this subgrant shall vest in the agency that purchased the property; 2) equipment and/or supplies will be maintained in accordance with established local or state procedures as long as the equipment and/or supplies are used for program-related purposes; and 3) once the project concludes and/or equipment is no longer utilized for its grant-funded purpose, the Criminal Justice Coordinating Council and the Council of Accountability Court Judges will be informed of the available equipment and determine its future use to assure it is utilized in furtherance of the goals and objectives of the grant program and the State of Georgia.
Initials _____
11. If your court uses a CSB/DBHDD enrolled provider for treatment and receives specific contracted funds for mental health and/or addictive disease treatment court services, these funds have been awarded provisionally. Prior to use, the court must meet with the CSB/DBHDD enrolled provider to determine what services are billable and are not being provided. These funds should only be applied to services that are not billable by the CSB/DBHDD enrolled provider. The court should work to enter into an agreement with the CSB/DBHDD enrolled provider that outlines billable and non-billable services.
Initials _____
12. All drug, veteran, mental health, family, and DUI courts must use a validated assessment tool approved by the Council of Accountability Court Judges. All courts are required to use evidence-based treatment modalities.
Initials _____
13. Subgrantees must comply with the training requirements as determined by the Council of Accountability Court Judges. All evidence-based training attendees will be required to sign and submit the CACJ Training Acknowledgement & Agreement Form upon registering for CACJ supported training sessions. The court shall implement the evidence-based treatment within 60 days of the training attendee achieving certification.
Initials _____
14. All evidence-based training attendees that achieve certification are subject to fidelity monitoring by a CACJ treatment team staff member. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit and shall adhere to the policies and procedures outlined in the Model Fidelity Handbook for Evidence-Based Programs.
Initials _____

SUBGRANT NUMBER:**SPECIAL CONDITIONS**

15. Subgrantees in receipt of funds to support participant treatment are subject to fidelity monitoring by a CACJ treatment team staff member. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit and shall adhere to the policies and procedures outlined in the Model Fidelity Handbook for Evidence-Based Programs
Initials _____
16. Subgrantees in receipt of funds to support internally provided, grant supported, evidence-based trainings must comply with the following: notify the CACJ of scheduled training sessions; enter into agreements with qualified evidence-based facilitators; submit a CACJ Training Acknowledgement & Agreement Form for each attendee to the CACJ prior to the start of training session; and provide the CACJ with documentation of each attendee achieved certification.
Initials _____
17. CACJ may designate preferred vendors or suppliers of products or services that are either on state contract or with which the CACJ has an agreement or contract in place. Subgrantees may be required to utilize such contracts or agreements for designated products or services or be required to justify that their purchases are less costly.
Initials _____
18. All subgrantee programs are subject to the jurisdiction of the Funding Committee of the CACJ by their acceptance a CACJ-awarded grant. Failure to comply with any of the special conditions contained within this document, by the authorized official, project officials, agents, and/or employees of this grant, will subject the program to the enforcement procedures outlined in Article 4 of CACJ Rules.
Initials _____
19. Subgrantees must follow all accountability court standards as approved by the Council of Accountability Court Judges.
Initials _____
20. Medication-Assisted Treatment (MAT) is the use of medications in combination with counseling and behavioral therapies and is an effective treatment for substance use disorders (SUD), including opioid use disorders (OUD). The Americans with Disabilities Act (ADA) protects persons with OUD and SUD from discrimination for using lawfully prescribed medication. Subgrantees agree not to prohibit a program participant from accessing MAT services or from using lawfully prescribed MAT medication. This condition only applies to adult program participants.
Initials _____
21. Subgrantees must abide by the Rules of the Council of Accountability Court Judges. Subgrantees are responsible for obtaining the current version of the Rules and ensuring that program activities operate in compliance with the Rules. The Rules, in their entirety, are incorporated herein by reference and compliance with the Rules is a condition of this grant. A failure to comply with the Rules may result in a referral to Section VIII of Article 4 of the Rules governing rescission of grant awards after violations of special conditions or a referral under Article 8 governing compliance with the Rules, state standards, and Georgia law.
Initials _____
22. The grantee acknowledges that funds provided under this grant award are state-appropriated funds and may not be accessible after the end of the grant period. The final reimbursement request under this award must be received by CJCC no later than July 15, 2025. In addition, if the grantee has not received payments for any prior reimbursements, the grantee must notify CJCC by June 15, 2025 or risk losing access to those funds.

SUBGRANT NUMBER:**SPECIAL CONDITIONS**

Initials _____

23. All services must be rendered to the Court before payment is made. If it is found that a Court/County made an advance payment, those funds may be required to be repaid to CJCC.

Initials _____

24. Subgrantees must comply with the training attendance requirements as determined by the Council of Accountability Court Judges and as required by Article 10 of the CACJ Rules. Attendees will be informed of additional training attendance requirements during the training registration process for each training. CACJ expects that everyone who registers for training will be able to attend that training. To be good stewards of state funds, attendees must cancel training reservations as soon as a conflict, illness, or other circumstance arises that prevents them from attending the training. It is understood by CACJ that emergency situations occur. Emergency situations are considered the exception but not the rule. If these requirements are not met, any expenses incurred by CACJ may be de-obligated from the subgrantee in the form of a fee or other penalty. Funds de-obligated due to noncompliance with a training requirement will be retained by CACJ to be managed by the CACJ Funding Committee.

Initials _____

25. The subgrantee agrees that all personnel charging time to this grant must maintain timesheets documenting hours for all work performed for pay, including both grant-related and non-grant related work activities. This includes work performed that is unrelated to an accountability court.

Initials _____

26. The subgrantee understands and agrees that payments made by CJCC do not constitute final approval of submitted expenditures. Subsequent reviews, audits, or examinations may identify expenses that fall outside the grant scope or rules. In such cases, the subgrantee may be required to repay those funds.

Initials _____

Please be advised that failure to comply with any of the Special Conditions will result in material noncompliance with the Subgrant Agreement, thus subjecting the Subgrant Agreement to possible termination by the Criminal Justice Coordinating Council.

Authorized Official Signature_____
Date_____
Print Authorized Official Name_____
Title

CRIMINAL JUSTICE COORDINATING COUNCIL REIMBURSEMENT SELECTION FORM

SUBGRANT NUMBER: _____

AGENCY NAME: _____

1. SELECT A SCHEDULE FOR SUBMITTING REIMBURSEMENTS (CHECK ONE BOX)

- ☐ **MONTHLY** (Requests for reimbursement are due 15 days after the end of the month)
- ☐ **QUARTERLY** (Requests for reimbursement are due 30 days after the end of the quarter)

2. SELECT A PROCESS FOR RECEIVING REIMBURSEMENT PAYMENTS (CHECK ONE BOX)

- ☐ **ELECTRONIC FUNDS TRANSFER** (Reimbursements will be deposited into the bank account listed below.
A voided check must be attached to ensure proper routing of funds.)

BANK NAME: _____

BANK ROUTING NUMBER: _____

BANK ACCOUNT NUMBER: _____

AGENCY CONTACT NAME: _____

AGENCY CONTACT
TELEPHONE NUMBER: _____

AGENCY AUTHORIZED
OFFICIAL NAME AND TITLE: _____

AGENCY AUTHORIZED
OFFICIAL SIGNATURE: _____

- ☐ **CHECK** (Reimbursements will be mailed in the form of a check to the address listed below)

MAILING ADDRESS: _____

CITY, STATE & ZIP: _____

ATTENTION: _____

AGENCY AUTHORIZED
OFFICIAL SIGNATURE: _____

For CJCC Use ONLY

CJCC Auditor:	
Phone Number:	
Grant Award Number:	
GBI Entry Initial/Date:	



SUPPLIER CHANGE REQUEST FORM

Agency Supplier Liaisons MUST complete the Agency Liaison Use Only sections AND ensure the supplier has completed sections 1 - 3, the Supplier Use Only sections prior to submitting this form to SAO.

☐ NEW

☐ EXISTING

SUPPLIER ID NUMBER: Agency Use Only

0	0	0	0						
---	---	---	---	--	--	--	--	--	--

SECTION 1: SUPPLIER IDENTIFICATION

FEI/SSN/TIN

Supplier Name:

Doing Business As (dba): if applicable

SUPPLIER ADDRESS

Address 1:

Address 2:

City:

State: Postal Code:

Contact Email:

Primary Phone #: Ext: Secondary Phone #: Ext:
☐ Landline ☐ Cell Used for Identity Verification ☐ Landline ☐ Cell Used for Identity Verification

Driver's License #: For individuals only DL State:

SECTION 2: BANK ACCOUNT INFORMATION

Required for New and Reactivating suppliers to add/change bank information to receive payments via ACH.

☐ I do not wish to provide banking information and understand all payments made to me will be via check.

☐ Replace Remittance Address at Loc # With Addr ID #

☐ Replace Invoicing Address at Loc # With Addr ID #

☐ Add New Bank Account ☐ Change Bank Account Enter Loc # Agency Liaisons are required to complete items on this line for bank changes

ROUTING #

NEW ACCOUNT #

Last Four Digits of Previous Bank Account # For changes only

☐ Check here if General Bank Account can be used by ALL State of Georgia agencies making payments.

☐ Check here if this account can only be used for a SPECIFIC PURPOSE

DESCRIBE SPECIFIC PURPOSE

ACCOUNTS RECEIVABLE NOTIFICATION

PAYMENT REMIT EMAIL ADDRESS 1:
PAYMENT REMIT EMAIL ADDRESS 2:

I authorize the State of Georgia to deposit payment for goods and/or services received into the provided bank account by the Automated Clearing House (ACH). I further acknowledge that this agreement is to remain in full effect until such time as changes to the bank account information are submitted in writing by the vendor or individual named below. It is the sole responsibility of the vendor or individual to notify the State of Georgia of any changes to the bank account information. The State of Georgia independently authenticates bank account ownership.

Printed Name of Company Officer

Signature of Company Officer

Date

SECTION 3: DIVERSITY IDENTIFICATION (Check ALL That Apply)

BUSINESS CERTIFICATIONS

- | | |
|---|--|
| ☐ GA Small Business* | ☐ Women Owned |
| ☐ GA Resident Business** | ☐ Minority Business Certified |
| ☐ Not Applicable | ☐ Prefer Not to Disclose |

MINORITY BUSINESS ENTERPRISE (51% ownership)

- | | |
|---|---|
| ☐ Hispanic – Latino | ☐ African American |
| ☐ Native American | ☐ Asian American |
| ☐ Pacific Islander | ☐ Not Applicable |
| ☐ Prefer Not to Disclose | |

*Based on Georgia law (OCGA 50-5-21) (3) “**Small Business**” means any business which is independently owned and operated. Additionally, such business must either have 300 or less employees OR \$30 million or less in gross receipts per year.

****Georgia resident business** is defined as any business that regularly maintains a place from which business is physically conducted in Georgia for at least one year prior to any bid or proposal to the state or a new business that is domiciled in Georgia and which regularly maintains a place from which business is physically conducted in Georgia; provided, however, that a place from which business is conducted shall not include a post office box, a leased private mailbox, site trailer, or temporary structure.

VETERAN-OWNED SMALL BUSINESS (Check ALL That Apply)

- ☐ Nonveteran-owned Small Business ☐ Veteran-owned Small Business ☐ Service Disabled VOSB ☐ Prefer Not to Disclose

SECTION 4: REQUESTED CHANGE(S) – (Check ALL That Apply)

- ☐ **FEI/TIN Change** (Cannot change if supplier is 1099 applicable)
- ☐ **Business Name Change**
- ☐ **1099 Eligible** Cannot change to non-eligible if supplier is already 1099 eligible

1099 Addr ID # Agency Liaisons are REQUIRED to enter the AddrID # where to mail 1099

☐ 1099 – M Enter Code (Required for Form 1099 – M)

☐ 1099 – N **Code 01** (01 is the only code available for the 1099 – NEC)

- ☐ **Reactivate Supplier Profile**
- ☐ **Deactivate Supplier Profile** (Agency Liaison MUST attach written justification from the supplier with the SCR.)
- ☐ **Add Additional Business Address** (Enter additional address in Section 1)
- ☐ **Change Existing Business Address** Enter Addr ID # to change: (Agency Liaisons are required to enter Addr ID # to change)
- ☐ **Change/Add Payment Alt Name to an existing address** (if payable to a different name).

Payment Alt Name:

- ☐ **Classification Change:** (Agency Liaisons are required to check one for Classification Changes.)
- | | | | |
|--|---------------------------------------|--|--|
| ☐ Attorney | ☐ HCM | ☐ Student | ☐ Supplier Non-minority |
| ☐ Gov Non-State of GA | ☐ Non-Supplier | ☐ Supplier Minority | |

☐ **Statewide Contract** (DOAS Use Only)

☐ **HCM Vendor**

☐ **Other** (Provided details in the Comments section below)

☐ **Comments**

AGENCY USE ONLY SECTION 5: AGENCY LIAISON CERTIFICATION (REQUIRED)

By my signature below, I certify that all reasonable effort has been made to submit information that is complete, accurate, true, and is associated with the supplier's name and Tax ID listed above.

AGENCY LIAISON NAME

AGENCY LIAISON SIGNATURE

DATE

B/U#

Revised 01/2024

BRIAN P. KEMP
GOVERNOR



JAY NEAL
DIRECTOR

MEMORANDUM

To: Accountability Court Grantees

From: The Council of Accountability Court Judges
Criminal Justice Coordinating Council

Date: April 15, 2021

Re: New Rideshare/Public Transportation policy

The purpose of this policy is to be consistent in the guidance provided to courts regarding the procurement of public transportation and/or rideshare services and thus to manage costs and ensure compliance with state rules. Courts have a responsibility to use grant funds prudently in support of their services and furtherance to CACJ's mission. Due to the number of courts relying on Uber, Lyft other ridesharing services, as well as public transportation for participants and to establish uniformity related to reimbursement for these services, a new policy will become effective beginning July 1, 2021.

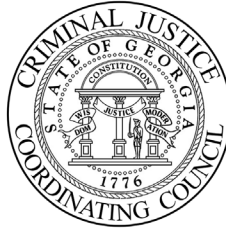
Rideshare Services

To be reimbursed for ride share transportation courts should set-up business accounts to ensure that rides are being used specifically for participants transportation to/from court, to/from drug testing, to/from treatment, or any court mandated event. When seeking reimbursement, a report of all rides should be included.

Public Transportation

To be reimbursed for public transportation courts should demonstrate that the number of tickets/passes bought in a quarter correlates to the number of active participants. Tickets/passes should be purchased on a quarterly basis and provided to participants during that period. Bulk tickets/passes should not be purchased far in advance and held for an upcoming period.

BRIAN P. KEMP
GOVERNOR



JAY NEAL
DIRECTOR

MEMORANDUM

TO: Accountability Court Grantees

FROM: The Council of Accountability Court Judges
The Criminal Justice Coordinating Council

DATE: December 17, 2019

RE: 10% Penalty for Late SERs

As stated in the special conditions of your grant award,¹ the Subgrant Expenditure Report (SER) forms used to submit requests for reimbursements are due to your assigned Grants Specialist at the Criminal Justice Coordinating Council (CJCC) no later than 15 days after the end of each reporting period. Unfortunately, each quarter some SERs are received late with little or no explanation. Due to the continuous number of chronically late SER submissions, **all SERs received after the quarterly deadline will be subject to a 10% penalty.** The 10% penalty will be based on the initial grant award and a de-obligation notice will automatically be sent to the Commissioner, Judge, Coordinator and Finance Director after a 10-day grace period. Of course, extenuating circumstances (e.g., hurricane) will be taken under consideration where warranted and should be communicated to staff as soon as possible.

Please note that while this deadline is used for all CJCC grants, it is even more important for the State Accountability Court Grants Program. The state-funded appropriation expires at the end of each state fiscal year, at which time, unencumbered funds must be returned to the State Treasury. As such, the Council of Accountability Court Judges (CACJ) Funding Committee utilizes CJCC's consolidated expenditure reports to maximize the use of state funds prior to the end of the fiscal year. Specifically, CACJ uses the information to:

¹ The special condition specific to reimbursement requests states: ***"This is a reimbursement grant. Requests for reimbursement must be made on a quarterly basis. Subgrant Expenditure Reports are due 15 days after the end of the quarter."***

This special condition became effective January 1, 2017.

1. Make projections (e.g., what is the funding excess/shortfall and should additional funding be requested for the upcoming state fiscal year);
2. Make funding decisions (e.g., should unallocated funds be used for ancillary services that will support the court (i.e., conferences, case management systems, training) or rolling applications; and
3. Conduct formalized or informal needs assessments (i.e., are there any unidentified gaps in services and are there sufficient resources to address those needs).

To ensure funds are used in a productive, fair and transparent fashion, CACJ must have the most accurate account of expenditures possible for each court at least quarterly, and sometimes, on an ad hoc basis. CJCC must, therefore, process and report all SER expenditures within 2 weeks of the imposed deadline. This allows just enough time to provide the CACJ with an accurate accounting of grant expenditures. Given the importance of adhering to this timeline, it is imperative that all subgrantees submit their quarterly subgrant expenditure reports no later than the 15th following each reporting period.

If you have any questions regarding this policy, please contact Laura Thompson, CJCC Program Director, at (404) 654-1794 or laura.thompson@cjcc.ga.gov.

DESIGNATION OF GRANT OFFICIALS - INSTRUCTIONS

On the following page, fill in the name, title, address, and phone number for the project director, the financial officer, and the authorized for the grant. No two officials can be the same person.

A. Project Director

This official must be an employee of the applicant agency or from a contractor organization, at the applicant's option, who will be directly responsible for operation of the project.

B. Financial Officer

This person must be the chief financial officer of the applicant agency such as the county auditor, city treasurer/controller, or the board treasurer.

C. Authorized Official

This person is the official who is authorized to apply for, accept, decline, or cancel the grant for the applicant agency. This must be the executive director of a state agency, chairperson of the county Board of Commissioners, city mayor, chairperson of the city council, or the chairman/president of the board of directors. All correspondence regarding the grant application must be signed by the authorized official. Once an award has been made, the authorized official may designate someone to sign this documentation by submitting a letter on agency letterhead to CJCC.

DESIGNATION OF GRANT OFFICIALS

LEGAL NAME OF AGENCY: _____

PROJECT TITLE: _____

GRANT NUMBER: _____

☐ Mr.

☐ Ms.

PROJECT DIRECTOR NAME (Type or Print) _____

Title and Agency

Official Agency Mailing Address City Zip

Daytime Telephone Number Fax Number

E-Mail Address

☐ Mr.

☐ Ms.

FINANCIAL OFFICER (Type or Print) _____

Title and Agency

Official Agency Mailing Address City Zip

Daytime Telephone Number Fax Number

E-Mail Address

☐ Mr.

☐ Ms.

AUTHORIZED OFFICIAL (Type or Print) _____

Title and Agency

Official Agency Mailing Address City Zip

Daytime Telephone Number Fax Number

E-Mail Address



LEGISLATIVE SPONSORS

- | | |
|---|--|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE ACCEPTANCE OF A COUNCIL OF ACCOUNTABILITY COURTS JUDGES STATE OF GEORGIA GRANT AWARD FROM THE STATE OF GEORGIA CRIMINAL JUSTICE COORDINATING COUNCIL FOR FISCAL YEAR 2025, IN THE AMOUNT OF \$125,158.00, WITH MATCHING FUNDS IN THE AMOUNT OF \$22,087.00 PAYABLE IN KIND AS EXISTING EMPLOYEE SALARIES, AWARDED TO THE MACON JUDICIAL CIRCUIT VETERANS COURT PROGRAM; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, the Georgia Criminal Justice Coordinating Council (“CJCC”) was established by the General Assembly in 1981; and

WHEREAS, the CJCC manages state grant programs funded by the Georgia General Assembly; and

WHEREAS, the Macon Judicial Circuit Veterans Court program provides critical services to reduce recidivism and incarceration among certain identified veteran offenders; and

WHEREAS, the Macon Judicial Circuit Veterans Court has applied for and been awarded a Council of Accountability Courts Judges State of Georgia Grant from the CJCC for Fiscal Year 2025; and

WHEREAS, CJCC will provide Macon-Bibb County with \$125,158.00, with a local match of \$22,087.00 payable in kind as existing employee salaries; and

WHEREAS, the grant funding will be used to serve adults in the community who are in need of services through the Veterans Court program, who would otherwise be incarcerated or placed on probation; and

WHEREAS, this grant will be effective from July 1, 2024 though June 30, 2025, provided that the award agreement is returned to the CJCC by June 30, 2024; and

WHEREAS, copies of the grant award letter and contract documents are attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, the Macon-Bibb County Commission desires to accept the grant funds on behalf of the Veterans Treatment Court Program, for the above-described purpose; and

WHEREAS, the Macon-Bibb County Commission finds that this resolution is necessary and proper to promote or protect the safety, health, peace, security, and general welfare of Macon-Bibb County and its inhabitants;

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same that the Mayor is authorized to accept the grant award from the Georgia Criminal Justice Coordinating Council in the amount of ONE HUNDRED TWENTY-FIVE THOUSAND ONE HUNDRED FIFTY-EIGHT DOLLARS AND 00/100 CENTS (\$125,158.00), with local matching funds of \$22,087.00 payable in kind as existing employee salaries, as provided in Exhibit A.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED that in the event scrivener's errors shall be discovered in this Resolution or in the Exhibits hereto after the adoption hereof, the Macon-Bibb County Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission grants the Mayor the authority to take any and all further actions necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as specifically provided herein, any and all ordinances or resolutions or parts of ordinances or resolutions in conflict with this Resolution shall be and the same hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED that in the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or upon its adoption into law without such approval.

APPROVED AND ADOPTED this _____ day of _____, 2024.

By: _____
LESTER M. MILLER, Mayor

(SEAL) Attest: _____
JANICE S. ROSS, Clerk of Commission

Q:\RES MACON-BIBB\2024 Miller Authorizing Acceptance of CJCC Veterans Court Grant \$125,158.docx

EXHIBIT A

OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE COORDINATING COUNCIL

State of Georgia

SUBGRANT AWARD

SUBGRANTEE: Macon-Bibb County Commission

IMPLEMENTING

AGENCY: Macon-Bibb County

PROJECT NAME: Veterans Court

SUBGRANT NUMBER: J25-8-094

FEDERAL FUNDS: \$ 125,158

MATCHING FUNDS: \$ 22,087

TOTAL FUNDS: \$ 147,245

GRANT PERIOD: 07/01/24-06/30/25

This award is made under the Council of Accountability Courts Judges State of Georgia grant program. The purpose of the Accountability Court Grants program is to make grants to local courts and judicial circuits to establish specialty courts or dockets to address offenders arrested for drug charges or mental health issues. This grant program is subject to the administrative rules established by the Criminal Justice Coordinating Council.

This Subgrant shall become effective on the beginning date of the grant period, provided that a properly executed original of this "Subgrant Award" is returned to the Criminal Justice Coordinating Council by June 30, 2024.

AGENCY APPROVAL

SUBGRANTEE APPROVAL

Jay Neal, Director
Criminal Justice Coordinating Council

Signature of Authorized Official Date

Date Executed: 07/01/24

Typed Name & Title of Authorized Official

46-3992371-001

Employer Tax Identification Number (EIN)

INTERNAL USE ONLY

TRANS CD	REFERENCE	ORDER	EFF DATE	TYPE	PAY DATE	INVOICE	CONTRACT #
102	01	1	07/01/24	9		**	J25-8-094
OVERRIDE	ORGAN	CLASS	PROJECT			VENDOR CODE	
2	46	4	01				

ITEM CODE	DESCRIPTION 25 CHARACTERS	EXPENSE ACCT	AMOUNT
1	Veterans Court	624.41	\$ 125,158

FY25 Budget Detail Request Worksheet

Court Name **Macon Judicial Circuit Veterans Treatment Court**

Budget Worksheet Category	Line Item	Total Budgeted
Personnel	Program Coordinator 28,402.00	\$38,406
	Fringe Benefits 10,004.00	
Contract Services	Lab Technician 850.00	\$67,950
	Lab Technician 2,040.00	
	Treatment Provider 18,000.00	
	Treatment Provider 12,160.00	
	Counselor 16,900.00	
	LEO/Surveillance 9,000.00	
	Program Case Manager 1,000.00	
	Peer Support 8,000.00	
Drug Testing Supplies	Drug Lab 8,896.00	\$8,910
	Confirmation Testing 660.00	
	Onsite Devices 8,250.00	
Supplies /Other Costs		\$0
Equipment		\$0
In State Training and Travel	2024 CACJ Conference 3,292.30	\$3,292
Transportation Funding	Public Transportation 6,600.00	\$6,600
Total Budget:		\$125,158

Match: \$22,087

CACJ Funding Committee Notes:

The court should work to increase census during FY25. The Funding Committee will monitor the census through quarterly reporting and will contact your court to review progress.

FY25 ACCOUNTABILITY COURTS AWARD PACKETS

INSTRUCTIONS FOR ACTIVATING YOUR SUBGRANT AWARD

This **Accountability Court Sub-grant Award package** consists of six (6) separate documents. These documents include:

1. Sub-grant Award
2. Special Conditions
3. Sub-grant Adjustment Request #1
4. Designation of Grant Officials Form
5. Reimbursement Selection Form
6. Supplier Change Request Form

Below are instructions for completing each of these documents.

Document #1: Sub-grant Award

This document constitutes the operative document obligating and reserving State funds for use by the Grantee in executing the project covered by the Sub-grant Award.

In order to execute the document, the Sub-grantee must do the following:

- enter the name of the **Authorized Official (this person must be the chairperson of the county Board of Commissioners or Mayor**
- have the **Authorized Official** sign and date this document; and
- make a copy of the Sub-grant Award for your project file and return the **signed original** to the Criminal Justice Coordinating Council (CJCC).

Document #2: Special Conditions

The Special Conditions are the “strings” attached to the Sub-grant Award. By signing these conditions, the Sub-grantee is agreeing to comply with each requirement imposed upon the Sub-grant by CJCC. In order to execute this document, the Sub-grantee must do the following:

- carefully review each condition listed on this document;
- **have the Project Director initial the space provided after each special condition;**
- indicate the name and title of the **Authorized Official** executing the document;
- have the **Authorized Official** sign and date this document; and

- make a copy of the Special Conditions for your project file and return the **signed original** to CJCC.

Document #3: Sub-grant adjustment request #1

This document is a “turnaround” document and should be utilized to establish the project budget as well as to request any changes to the project throughout the grant year. **In order to activate your sub-grant, this document must be completed.** The Sub-grant Adjustment Request document must be completed (with “**no changes**” indicated in section IV) and **signed by the Authorized Official**. All documents must be returned to CJCC in order for the Award Package to be accepted and the budget approved. Instructions for completing the adjustment request form are as follows:

- enter the date the request is being made;
- indicate the “Nature of Adjustment” then go to the particular section listed (Section I);
- review the amounts by budget category, listed under the column “Current Approved,” as these are the budget amounts currently approved for the project;
- enter any revisions (if none, then enter \$0) in the column “Revisions+/-” (negative adjustments should be denoted by either () or <>);
- add or subtract the revisions from the current approved amounts, then enter the revised amounts in the column “Revised Budget”;
- if any project officials have changed since the application, complete Section III;
- have the appropriate official sign and date the request;
- make a copy of the adjustment request for your project file; and

When CJCC receives this request, it will be reviewed and authorized for further processing. If approved, the requested revisions will be made and the Sub-grantee will be sent the next Sub-grant Adjustment Request form showing the requested revisions

***Please Note: SAR’s are not accepted during the 1st quarter. SAR’s will be processed from Oct 1- May 31**

Document #4: Designation of Grant Officials Form

Please complete the Designation of Grant Officials form as explained below.

- **PROJECT DIRECTOR NAME:** Enter the name and applicable data of the **Project Director**. This official must be an employee of the applicant agency or from a contractor organization, at the applicant's option, who will be directly responsible for operation of the project.
- **FINANCIAL OFFICER:** Enter the name and applicable data of the **Financial Officer**. This person must be the chief financial officer of the applicant agency such as the county auditor, city treasurer or comptroller or the Board Treasurer of the non-profit agency.
- **AUTHORIZED OFFICIAL:** Enter the name and applicable data of the **Authorized Official**. This person is the official who is authorized to apply for, accept, decline or cancel the grant for the applicant agency. **This person must be the chairperson of the county Board of Commissioners or Mayor.** All official correspondence regarding the grant award (sub-grant expenditure reports) **must** be signed by the authorized official. Once an award has been made, **the authorized official may designate someone to sign this documentation by submitting a letter on agency letterhead to the Council.**

***This document acknowledges key officials within your agency related to the funded project. No two officials should be the same person.**

Document #5: Reimbursement Selection Form

This form is used to indicate the frequency of reimbursement requests and how sub-grant payments will be made.

- Check the applicable reimbursement schedule, monthly or quarterly.
- Check the applicable process for receiving reimbursement payments:
 - “Electronic Funds Transfer” box if you prefer to receive payments by direct deposit, complete the requested information, **attach a voided check to the form**, and have the **Authorized Official** sign where indicated.

OR

- Check the “Check” box if you prefer a mailed check, complete the requested information and have the **Authorized Official** sign where indicated.

Document #6: Supplier Change Request Form

This form is used to indicate an addition or change of bank account information. An instruction sheet is included in this award packet.

- vendor information is your agency information.
- complete all applicable fields.
- make a copy of this form for your project file and return the original to CJCC.

***Two Additional documents are required to be submitted if applicable from your court.**

1. Personnel Action Forms/Salary Authorization Letters (for each employee paid with grant funds)
2. All Contracts/MOU'S Between Treatment Providers, Contractors and Transportation Providers (Only if the court applied for transportation funds)

Below are instructions for completing each of these documents.

Document #1: Personnel Action Forms/ Salary Authorization Letter

This form is used to identify any employee of the court that receives any compensation with grant funds (Example, Coordinators and Case Managers).

- There is a sample **Personnel Action Form** located on CJCC's website under the **Forms & Publications** tab. <http://cjcc.georgia.gov/grant-forms-publications>
- A **Personnel Action Form** will need to be filled out for **each employee** that is **paid** under the Grant Award.
- Required information on all Personnel Action Form's include:
 - Employee Name
 - Job Title
 - Salary/Pay Rate
 - Hire Date

Document #2: All Contracts/MOU's between Treatment Providers, Contractors, Transportation Providers

A contract is required between the agency and treatment providers who receive Grant funds.

- The **Contract** between treatment providers, contractors, transportation providers and the agency will detail the **service provided** for the agency
- The **Contract** between the treatment providers, contractors, transportation providers and the agency will detail the **Rate the agency will be charged** for the service provided.

CRIMINAL JUSTICE COORDINATING COUNCIL
State of Georgia – Accountability Courts

FY25 SPECIAL CONDITIONS

1. All project costs not exclusively related to activities of the funded accountability court must be approved with a Subgrant Adjustment Request, and only the costs of approved project-related activities will be reimbursable under the Subgrant Award.
Initials _____
2. The subgrantee must submit Subgrant Adjustment Request #1 with the completed award package. The adjustment request is accompanied by a detailed project budget that itemizes all projected expenditures as approved by the Council of Accountability Court Judges (CACJ) Funding Committee. This initial SAR is part of the grant activation process and enables the CJCC to initiate the grant. The project budget and summary will not be established, or officially approved, until the subgrantee receives a written approval notice from the Criminal Justice Coordinating Council. All project costs and project activities must coincide with the approved budget, summary, and implementation plan unless subsequent revisions are approved by the Criminal Justice Coordinating Council.
Initials _____
3. The subgrantee must submit subsequent Subgrant Adjustment Requests to revise the budget, project summary, and implementation plan prior to any substantial changes, but no later than 30 days prior to the end of the subgrant period.
Initials _____
4. The subgrantee agrees that no funds shall be expensed outside of the approved budget. In addition, any funds spent under this subgrant award must be expended by the grant end date and not encumbered.
Initials _____
5. The subgrantee agrees that at least 25% of the awarded funds will be spent in the first quarter, 50% in the second quarter and 75% in the third quarter. If this condition is not met, any unused remaining funds from that quarter will be retained by the Council to be managed by the CACJ Funding Committee.
Initials _____
6. Waivers for the above 25% expenditure requirement may be granted at the committee's discretion for the 1st and 2nd quarters only. If a waiver is granted, the funds held over to the next quarter must be spent in the next quarter.
Initials _____
7. This is a reimbursement grant. Requests for reimbursement must be made on a quarterly basis. Subgrant Expenditure Reports (SERs) are due 15 days after the end of the reporting period. SERs may be submitted monthly. SER submissions must be accurate and complete. Subgrantees should not submit incomplete SERs. Incomplete SERs will be considered late, and a 10% penalty will be assessed after expiration of a 10-day grace period. A failure to follow SER procedures outlined in these conditions and in the CACL Rules may subject a court to rescission of a grant award as outlined in Article 4 of the Rules.
Initials _____

SUBGRANT NUMBER:**SPECIAL CONDITIONS**

8. The subgrantee certifies that state funds will not be used to supplant funds that would otherwise be made available for grant-funded initiatives. State funds must be used to supplement existing funds for program activities and not replace funds appropriated for the same purpose. Potential supplanting will be the subject of application review, as well as pre-award review, post-award monitoring, and audit. If there is a potential presence of supplanting, the subgrantee will be required to document that the reduction in non-state resources occurred for reasons other than the receipt or anticipated receipt of state funds.
Initials _____
9. Statistical and/or evaluation data describing project performance must be submitted to Council of Accountability Court Judges (CACJ) on a quarterly basis using the proscribed format provided to the Subgrantee. Failure to submit all requested data on a timely basis will result in the withholding of grant funds on this subgrant and/or any other subgrant administered by CJCC until compliance is achieved. If reports are not received, funds for subsequent quarters may be rescinded.
Initials _____
10. The subgrantee certifies that 1) title to all equipment and/or supplies purchased with funds under this subgrant shall vest in the agency that purchased the property; 2) equipment and/or supplies will be maintained in accordance with established local or state procedures as long as the equipment and/or supplies are used for program-related purposes; and 3) once the project concludes and/or equipment is no longer utilized for its grant-funded purpose, the Criminal Justice Coordinating Council and the Council of Accountability Court Judges will be informed of the available equipment and determine its future use to assure it is utilized in furtherance of the goals and objectives of the grant program and the State of Georgia.
Initials _____
11. If your court uses a CSB/DBHDD enrolled provider for treatment and receives specific contracted funds for mental health and/or addictive disease treatment court services, these funds have been awarded provisionally. Prior to use, the court must meet with the CSB/DBHDD enrolled provider to determine what services are billable and are not being provided. These funds should only be applied to services that are not billable by the CSB/DBHDD enrolled provider. The court should work to enter into an agreement with the CSB/DBHDD enrolled provider that outlines billable and non-billable services.
Initials _____
12. All drug, veteran, mental health, family, and DUI courts must use a validated assessment tool approved by the Council of Accountability Court Judges. All courts are required to use evidence-based treatment modalities.
Initials _____
13. Subgrantees must comply with the training requirements as determined by the Council of Accountability Court Judges. All evidence-based training attendees will be required to sign and submit the CACJ Training Acknowledgement & Agreement Form upon registering for CACJ supported training sessions. The court shall implement the evidence-based treatment within 60 days of the training attendee achieving certification.
Initials _____
14. All evidence-based training attendees that achieve certification are subject to fidelity monitoring by a CACJ treatment team staff member. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit and shall adhere to the policies and procedures outlined in the Model Fidelity Handbook for Evidence-Based Programs.
Initials _____

SUBGRANT NUMBER:**SPECIAL CONDITIONS**

15. Subgrantees in receipt of funds to support participant treatment are subject to fidelity monitoring by a CACJ treatment team staff member. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit and shall adhere to the policies and procedures outlined in the Model Fidelity Handbook for Evidence-Based Programs
Initials _____
16. Subgrantees in receipt of funds to support internally provided, grant supported, evidence-based trainings must comply with the following: notify the CACJ of scheduled training sessions; enter into agreements with qualified evidence-based facilitators; submit a CACJ Training Acknowledgement & Agreement Form for each attendee to the CACJ prior to the start of training session; and provide the CACJ with documentation of each attendee achieved certification.
Initials _____
17. CACJ may designate preferred vendors or suppliers of products or services that are either on state contract or with which the CACJ has an agreement or contract in place. Subgrantees may be required to utilize such contracts or agreements for designated products or services or be required to justify that their purchases are less costly.
Initials _____
18. All subgrantee programs are subject to the jurisdiction of the Funding Committee of the CACJ by their acceptance a CACJ-awarded grant. Failure to comply with any of the special conditions contained within this document, by the authorized official, project officials, agents, and/or employees of this grant, will subject the program to the enforcement procedures outlined in Article 4 of CACJ Rules.
Initials _____
19. Subgrantees must follow all accountability court standards as approved by the Council of Accountability Court Judges.
Initials _____
20. Medication-Assisted Treatment (MAT) is the use of medications in combination with counseling and behavioral therapies and is an effective treatment for substance use disorders (SUD), including opioid use disorders (OUD). The Americans with Disabilities Act (ADA) protects persons with OUD and SUD from discrimination for using lawfully prescribed medication. Subgrantees agree not to prohibit a program participant from accessing MAT services or from using lawfully prescribed MAT medication. This condition only applies to adult program participants.
Initials _____
21. Subgrantees must abide by the Rules of the Council of Accountability Court Judges. Subgrantees are responsible for obtaining the current version of the Rules and ensuring that program activities operate in compliance with the Rules. The Rules, in their entirety, are incorporated herein by reference and compliance with the Rules is a condition of this grant. A failure to comply with the Rules may result in a referral to Section VIII of Article 4 of the Rules governing rescission of grant awards after violations of special conditions or a referral under Article 8 governing compliance with the Rules, state standards, and Georgia law.
Initials _____
22. The grantee acknowledges that funds provided under this grant award are state-appropriated funds and may not be accessible after the end of the grant period. The final reimbursement request under this award must be received by CJCC no later than July 15, 2025. In addition, if the grantee has not received payments for any prior reimbursements, the grantee must notify CJCC by June 15, 2025 or risk losing access to those funds.

SUBGRANT NUMBER:**SPECIAL CONDITIONS**

Initials _____

23. All services must be rendered to the Court before payment is made. If it is found that a Court/County made an advance payment, those funds may be required to be repaid to CJCC.

Initials _____

24. Subgrantees must comply with the training attendance requirements as determined by the Council of Accountability Court Judges and as required by Article 10 of the CACJ Rules. Attendees will be informed of additional training attendance requirements during the training registration process for each training. CACJ expects that everyone who registers for training will be able to attend that training. To be good stewards of state funds, attendees must cancel training reservations as soon as a conflict, illness, or other circumstance arises that prevents them from attending the training. It is understood by CACJ that emergency situations occur. Emergency situations are considered the exception but not the rule. If these requirements are not met, any expenses incurred by CACJ may be de-obligated from the subgrantee in the form of a fee or other penalty. Funds de-obligated due to noncompliance with a training requirement will be retained by CACJ to be managed by the CACJ Funding Committee.

Initials _____

25. The subgrantee agrees that all personnel charging time to this grant must maintain timesheets documenting hours for all work performed for pay, including both grant-related and non-grant related work activities. This includes work performed that is unrelated to an accountability court.

Initials _____

26. The subgrantee understands and agrees that payments made by CJCC do not constitute final approval of submitted expenditures. Subsequent reviews, audits, or examinations may identify expenses that fall outside the grant scope or rules. In such cases, the subgrantee may be required to repay those funds.

Initials _____

Please be advised that failure to comply with any of the Special Conditions will result in material noncompliance with the Subgrant Agreement, thus subjecting the Subgrant Agreement to possible termination by the Criminal Justice Coordinating Council.

Authorized Official Signature_____
Date_____
Print Authorized Official Name_____
Title

CRIMINAL JUSTICE COORDINATING COUNCIL REIMBURSEMENT SELECTION FORM

SUBGRANT NUMBER: _____

AGENCY NAME: _____

1. SELECT A SCHEDULE FOR SUBMITTING REIMBURSEMENTS (CHECK ONE BOX)

- ☐ **MONTHLY** (Requests for reimbursement are due 15 days after the end of the month)
- ☐ **QUARTERLY** (Requests for reimbursement are due 30 days after the end of the quarter)

2. SELECT A PROCESS FOR RECEIVING REIMBURSEMENT PAYMENTS (CHECK ONE BOX)

- ☐ **ELECTRONIC FUNDS TRANSFER** (Reimbursements will be deposited into the bank account listed below.
A voided check must be attached to ensure proper routing of funds.)

BANK NAME: _____

BANK ROUTING NUMBER: _____

BANK ACCOUNT NUMBER: _____

AGENCY CONTACT NAME: _____

AGENCY CONTACT
TELEPHONE NUMBER: _____

AGENCY AUTHORIZED
OFFICIAL NAME AND TITLE: _____

AGENCY AUTHORIZED
OFFICIAL SIGNATURE: _____

- ☐ **CHECK** (Reimbursements will be mailed in the form of a check to the address listed below)

MAILING ADDRESS: _____

CITY, STATE & ZIP: _____

ATTENTION: _____

AGENCY AUTHORIZED
OFFICIAL SIGNATURE: _____

For CJCC Use ONLY

CJCC Auditor:	
Phone Number:	
Grant Award Number:	
GBI Entry Initial/Date:	



SUPPLIER CHANGE REQUEST FORM

Agency Supplier Liaisons MUST complete the Agency Liaison Use Only sections AND ensure the supplier has completed sections 1 - 3, the Supplier Use Only sections prior to submitting this form to SAO.

☐ NEW

☐ EXISTING

SUPPLIER ID NUMBER: Agency Use Only

0	0	0	0						
---	---	---	---	--	--	--	--	--	--

SECTION 1: SUPPLIER IDENTIFICATION

FEI/SSN/TIN

Supplier Name:

Doing Business As (dba): if applicable

SUPPLIER ADDRESS

Address 1:

Address 2:

City:

State: Postal Code:

Contact Email:

Primary Phone #: Ext: ☐ Landline ☐ Cell Used for Identity Verification

Secondary Phone #: Ext: ☐ Landline ☐ Cell Used for Identity Verification

Driver's License #: For individuals only

DL State:

SECTION 2: BANK ACCOUNT INFORMATION

Required for New and Reactivating suppliers to add/change bank information to receive payments via ACH.

☐ I do not wish to provide banking information and understand all payments made to me will be via check.

☐ Replace Remittance Address at Loc # With Addr ID #

☐ Replace Invoicing Address at Loc # With Addr ID #

☐ Add New Bank Account ☐ Change Bank Account Enter Loc # Agency Liaisons are required to complete items on this line for bank changes

ROUTING #

NEW ACCOUNT #

Last Four Digits of Previous Bank Account # For changes only

☐ Check here if General Bank Account can be used by ALL State of Georgia agencies making payments.

☐ Check here if this account can only be used for a SPECIFIC PURPOSE

DESCRIBE SPECIFIC PURPOSE

ACCOUNTS RECEIVABLE NOTIFICATION

PAYMENT REMIT EMAIL ADDRESS 1:

PAYMENT REMIT EMAIL ADDRESS 2:

I authorize the State of Georgia to deposit payment for goods and/or services received into the provided bank account by the Automated Clearing House (ACH). I further acknowledge that this agreement is to remain in full effect until such time as changes to the bank account information are submitted in writing by the vendor or individual named below. It is the sole responsibility of the vendor or individual to notify the State of Georgia of any changes to the bank account information. The State of Georgia independently authenticates bank account ownership.

Printed Name of Company Officer

Signature of Company Officer

Date

SECTION 3: DIVERSITY IDENTIFICATION (Check ALL That Apply)

BUSINESS CERTIFICATIONS

- | | |
|---|--|
| ☐ GA Small Business* | ☐ Women Owned |
| ☐ GA Resident Business** | ☐ Minority Business Certified |
| ☐ Not Applicable | ☐ Prefer Not to Disclose |

MINORITY BUSINESS ENTERPRISE (51% ownership)

- | | |
|---|---|
| ☐ Hispanic – Latino | ☐ African American |
| ☐ Native American | ☐ Asian American |
| ☐ Pacific Islander | ☐ Not Applicable |
| ☐ Prefer Not to Disclose | |

*Based on Georgia law (OCGA 50-5-21) (3) "Small Business" means any business which is independently owned and operated. Additionally, such business must either have 300 or less employees OR \$30 million or less in gross receipts per year.

**Georgia resident business is defined as any business that regularly maintains a place from which business is physically conducted in Georgia for at least one year prior to any bid or proposal to the state or a new business that is domiciled in Georgia and which regularly maintains a place from which business is physically conducted in Georgia; provided, however, that a place from which business is conducted shall not include a post office box, a leased private mailbox, site trailer, or temporary structure.

VETERAN-OWNED SMALL BUSINESS (Check ALL That Apply)

- ☐ Nonveteran-owned Small Business ☐ Veteran-owned Small Business ☐ Service Disabled VOSB ☐ Prefer Not to Disclose

SECTION 4: REQUESTED CHANGE(S) – (Check ALL That Apply)

- ☐ FEI/TIN Change (Cannot change if supplier is 1099 applicable)
- ☐ Business Name Change
- ☐ 1099 Eligible (Cannot change to non-eligible if supplier is already 1099 eligible)

1099 Addr ID # Agency Liaisons are REQUIRED to enter the AddrID # where to mail 1099

☐ 1099 – M Enter Code (Required for Form 1099 – M)

☐ 1099 – N Code 01 (01 is the only code available for the 1099 – NEC)

- ☐ Reactivate Supplier Profile
- ☐ Deactivate Supplier Profile (Agency Liaison MUST attach written justification from the supplier with the SCR.)
- ☐ Add Additional Business Address (Enter additional address in Section 1)
- ☐ Change Existing Business Address Enter Addr ID # to change: (Agency Liaisons are required to enter Addr ID # to change)
- ☐ Change/Add Payment Alt Name to an existing address (if payable to a different name).

Payment Alt Name:

- ☐ Classification Change: (Agency Liaisons are required to check one for Classification Changes.)
- | | | | |
|--|---------------------------------------|--|--|
| ☐ Attorney | ☐ HCM | ☐ Student | ☐ Supplier Non-minority |
| ☐ Gov Non-State of GA | ☐ Non-Supplier | ☐ Supplier Minority | |

- ☐ Statewide Contract (DOAS Use Only)
- ☐ HCM Vendor
- ☐ Other (Provided details in the Comments section below)
- ☐ Comments

AGENCY USE ONLY SECTION 5: AGENCY LIAISON CERTIFICATION (REQUIRED)

By my signature below, I certify that all reasonable effort has been made to submit information that is complete, accurate, true, and is associated with the supplier's name and Tax ID listed above.

AGENCY LIAISON NAME

AGENCY LIAISON SIGNATURE

DATE

B/U#

Revised 01/2024

BRIAN P. KEMP
GOVERNOR



JAY NEAL
DIRECTOR

MEMORANDUM

To: Accountability Court Grantees

From: The Council of Accountability Court Judges
Criminal Justice Coordinating Council

Date: April 15, 2021

Re: New Rideshare/Public Transportation policy

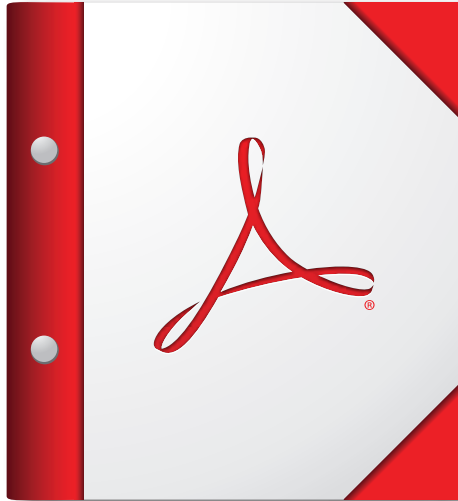
The purpose of this policy is to be consistent in the guidance provided to courts regarding the procurement of public transportation and/or rideshare services and thus to manage costs and ensure compliance with state rules. Courts have a responsibility to use grant funds prudently in support of their services and furtherance to CACJ's mission. Due to the number of courts relying on Uber, Lyft other ridesharing services, as well as public transportation for participants and to establish uniformity related to reimbursement for these services, a new policy will become effective beginning July 1, 2021.

Rideshare Services

To be reimbursed for ride share transportation courts should set-up business accounts to ensure that rides are being used specifically for participants transportation to/from court, to/from drug testing, to/from treatment, or any court mandated event. When seeking reimbursement, a report of all rides should be included.

Public Transportation

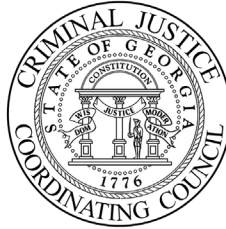
To be reimbursed for public transportation courts should demonstrate that the number of tickets/passes bought in a quarter correlates to the number of active participants. Tickets/passes should be purchased on a quarterly basis and provided to participants during that period. Bulk tickets/passes should not be purchased far in advance and held for an upcoming period.



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BRIAN P. KEMP
GOVERNOR



JAY NEAL
DIRECTOR

MEMORANDUM

TO: Accountability Court Grantees

FROM: The Council of Accountability Court Judges
The Criminal Justice Coordinating Council

DATE: December 17, 2019

RE: 10% Penalty for Late SERs

As stated in the special conditions of your grant award,¹ the Subgrant Expenditure Report (SER) forms used to submit requests for reimbursements are due to your assigned Grants Specialist at the Criminal Justice Coordinating Council (CJCC) no later than 15 days after the end of each reporting period. Unfortunately, each quarter some SERs are received late with little or no explanation. Due to the continuous number of chronically late SER submissions, **all SERs received after the quarterly deadline will be subject to a 10% penalty.** The 10% penalty will be based on the initial grant award and a de-obligation notice will automatically be sent to the Commissioner, Judge, Coordinator and Finance Director after a 10-day grace period. Of course, extenuating circumstances (e.g., hurricane) will be taken under consideration where warranted and should be communicated to staff as soon as possible.

Please note that while this deadline is used for all CJCC grants, it is even more important for the State Accountability Court Grants Program. The state-funded appropriation expires at the end of each state fiscal year, at which time, unencumbered funds must be returned to the State Treasury. As such, the Council of Accountability Court Judges (CACJ) Funding Committee utilizes CJCC's consolidated expenditure reports to maximize the use of state funds prior to the end of the fiscal year. Specifically, CACJ uses the information to:

¹ The special condition specific to reimbursement requests states: ***"This is a reimbursement grant. Requests for reimbursement must be made on a quarterly basis. Subgrant Expenditure Reports are due 15 days after the end of the quarter."***

This special condition became effective January 1, 2017.

1. Make projections (e.g., what is the funding excess/shortfall and should additional funding be requested for the upcoming state fiscal year);
2. Make funding decisions (e.g., should unallocated funds be used for ancillary services that will support the court (i.e., conferences, case management systems, training) or rolling applications; and
3. Conduct formalized or informal needs assessments (i.e., are there any unidentified gaps in services and are there sufficient resources to address those needs).

To ensure funds are used in a productive, fair and transparent fashion, CACJ must have the most accurate account of expenditures possible for each court at least quarterly, and sometimes, on an ad hoc basis. CJCC must, therefore, process and report all SER expenditures within 2 weeks of the imposed deadline. This allows just enough time to provide the CACJ with an accurate accounting of grant expenditures. Given the importance of adhering to this timeline, it is imperative that all subgrantees submit their quarterly subgrant expenditure reports no later than the 15th following each reporting period.

If you have any questions regarding this policy, please contact Laura Thompson, CJCC Program Director, at (404) 654-1794 or laura.thompson@cjcc.ga.gov.

REQUEST DATE: _____

SUBGRANTEE: Macon-Bibb County Commission

SUBGRANT #: J25-8-094

PROJECT NAME: Macon Judicial Circuit VTC

NATURE OF ADJUSTMENT:

Mark all that apply.

Adjustments of each type shown should be entered in the section indicated.

☐ REVISED BUDGET Go To SECTION I

☐ PROJECT PERIOD AND/OR EXTENSION. Go To SECTION II

☐ PROJECT OFFICIALS/ADDRESSES. . . Go To SECTION III

☐ PROJECT PERSONNEL. Go To SECTION III

☐ GOALS AND OBJECTIVES Go To SECTION III

☐ OTHER. Go To SECTION III

MUST BE JUSTIFIED AND EXPLAINED THOROUGHLY IN SECTION IV.

SECTION I. REQUEST FOR BUDGET CHANGE - JUSTIFY IN SECTION IV.

	CURRENT APPROVED	REVISIONS +/-	REVISED BUDGET
PERSONNEL	\$ 147,245		
EQUIPMENT	0		
SUPPLIES	0		
TRAVEL	0		
PRINTING	0		
OTHER	0		
TOTAL	\$ 147,245		
Federal	\$ 125,158		
Match	\$ 22,087		

SECTION II. REQUEST FOR CHANGE IN PROJECT PERIOD - JUSTIFY IN SECTION IV.

CURRENT GRANT PERIOD

REQUESTED GRANT PERIOD

FOR EXTENSION,

Start Date: 07/01/24

Start Date: _____

OF MONTHS: _____

End Date: 06/30/25

End Date: _____

NOTE: The maximum extension request cannot exceed 12 months.

SECTION III. REQUESTS FOR REVISIONS TO PROJECT OFFICIALS/ADDRESSES, PROJECT PERSONNEL, GOALS AND OBJECTIVES, AND/OR OTHER NON-BUDGET, NON-PERIOD CHANGES (JUSTIFY IN SECTION IV.)

CRIMINAL JUSTICE COORDINATING COUNCIL
SUBGRANT ADJUSTMENT REQUEST
FEDERAL GRANT #

ADJ REQUEST #: 1

REQUEST DATE: _____

SUBGRANTEE: Macon-Bibb County Commission
PROJECT NAME: Macon Judicial Circuit VTC

SUBGRANT #: J25-8-094

SECTION IV. JUSTIFICATION OF ALL REQUESTED ADJUSTMENTS, REVISIONS, AND/OR CHANGES

All requested adjustments in Sections I, II & III (page 1) must be justified in detail in this Section. Include item costs, descriptions, equipment lists, detailed explanations, and any other information that would further clarify and support your request for adjustment. Attach additional pages as needed.

SUBMITTED BY:

Signature of Financial Officer or Project Director	_____	_____
	Title	Date

CJCC ROUTING AND APPROVALS:	Approval	Disapproval	Reviewer Signature
Reviewed By:	_____	_____	_____
Authorized By:	_____	_____	_____



LEGISLATIVE SPONSORS

- | | |
|---|--|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE ACCEPTANCE OF A COUNCIL OF ACCOUNTABILITY COURTS JUDGES STATE OF GEORGIA GRANT AWARD FROM THE STATE OF GEORGIA CRIMINAL JUSTICE COORDINATING COUNCIL FOR FISCAL YEAR 2025, IN THE AMOUNT OF \$130,692.00, WITH MATCHING FUNDS IN THE AMOUNT OF \$23,063.00 PAYABLE IN KIND AS EXISTING EMPLOYEE SALARIES, AWARDED TO THE MACON JUDICIAL CIRCUIT FAMILY TREATMENT COURT PROGRAM; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, the Georgia Criminal Justice Coordinating Council (“CJCC”) was established by the General Assembly in 1981; and

WHEREAS, the CJCC manages state grant programs funded by the Georgia General Assembly; and

WHEREAS, the Macon Judicial Circuit Family Treatment Court has applied for and been awarded a Council of Accountability Courts Judges State of Georgia Grant from the Criminal Justice Coordinating Council for Fiscal Year 2025; and

WHEREAS, the Georgia Criminal Justice Coordinating Council will provide Macon-Bibb County with grant funds in the amount of \$130,692.00, with a local match requirement of \$23,063.00 payable in kind as existing employee salaries; and

WHEREAS, this grant will be effective from July 1, 2024 through June 30, 2025, provided that the award agreement is returned to the CJCC by June 30, 2024; and

WHEREAS, copies of the grant award letter and contract documents are attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, the Macon-Bibb County Commission desires to accept the grant funds on behalf of the Family Treatment Court Program, for the above-described purpose; and

WHEREAS, the Macon-Bibb County Commission finds that this resolution is necessary and proper to promote or protect the safety, health, peace, security, and general welfare of Macon-Bibb County and its inhabitants.

NOW, THEREFORE, BE IT RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same that the Mayor is authorized to accept the grant award from the Georgia Criminal Justice Coordinating Council in the amount of ONE HUNDRED THIRTY THOUSAND SIX HUNDRED NINETY-TWO DOLLARS AND 00/100 CENTS (\$130,692.00), with local match in the amount of \$23,063.00 payable in kind as existing employee salaries, as provided in Exhibit A.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED that in the event scrivener's errors shall be discovered in this Resolution or in the Exhibits hereto after the adoption hereof, the Macon-Bibb County Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission grants the Mayor the authority to take any and all further actions necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as specifically provided herein, any and all ordinances or resolutions or parts of ordinances or resolutions in conflict with this Resolution shall be and the same hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED that in the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter

of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or upon its adoption into law without such approval.

APPROVED AND ADOPTED this ____ day of _____, 2024.

By: _____
LESTER M. MILLER, Mayor

(SEAL) Attest: _____
JANICE S. ROSS, Clerk of Commission

Q:\RES MACON-BIBB\2024 Miller Authorizing Acceptance of CJCC Grant Family Treatment Court
\$130,692.docx

EXHIBIT A

OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE COORDINATING COUNCIL

State of Georgia

SUBGRANT AWARD

SUBGRANTEE: Macon-Bibb County Commission

IMPLEMENTING

AGENCY: Macon-Bibb County

PROJECT NAME: Family Drug Court

SUBGRANT NUMBER: J25-8-104

FEDERAL FUNDS: \$ 130,692

MATCHING FUNDS: \$ 23,063

TOTAL FUNDS: \$ 153,755

GRANT PERIOD: 07/01/24-06/30/25

This award is made under the Council of Accountability Courts Judges State of Georgia grant program. The purpose of the Accountability Court Grants program is to make grants to local courts and judicial circuits to establish specialty courts or dockets to address offenders arrested for drug charges or mental health issues. This grant program is subject to the administrative rules established by the Criminal Justice Coordinating Council.

This Subgrant shall become effective on the beginning date of the grant period, provided that a properly executed original of this "Subgrant Award" is returned to the Criminal Justice Coordinating Council by June 30, 2024.

AGENCY APPROVAL

SUBGRANTEE APPROVAL



Jay Neal, Director
Criminal Justice Coordinating Council

Date Executed: 07/01/24

Signature of Authorized Official Date

Typed Name & Title of Authorized Official

46-3992371-001

Employer Tax Identification Number (EIN)

INTERNAL USE ONLY

TRANS CD	REFERENCE	ORDER	EFF DATE	TYPE	PAY DATE	INVOICE	CONTRACT #
102	01	1	07/01/24	9		**	J25-8-104
OVERRIDE	ORGAN	CLASS	PROJECT			VENDOR CODE	
2	46	4	01				

ITEM CODE	DESCRIPTION 25 CHARACTERS	EXPENSE ACCT	AMOUNT
1	Family Drug Court	624.41	\$ 130,692

FY25 Operating Grant Budget Detail Award

Court Name **Macon Judicial Circuit Family Treatment Court**

Budget Worksheet Category	Line Item	Total Budgeted
Personnel	Program Coordinator 55,510.00 Coordinator Benefits 19,232.00 Case Manager 0.00 CM Benefits 0.00	\$74,742
Contract Services	Lab Tech/Collector 2,040.00 Lab Tech/Collector 2,040.00 Law Enforcement/Surveillance 4,815.00 Counselor 12,584.00 Counselor 10,800.00 Treatment Provider 10,000.00	\$42,279
Drug Testing Supplies	Onsite Devices 6,004.00	\$6,004
Supplies /Other Costs	Zoom 0.00	\$0
Equipment	0.00	\$0
In State Training and Travel	2024 CACJ Conference 6,457.30	\$6,457
Transportation Funding	Public Transportation 1,210.00	\$1,210
Total Budget:		\$130,692

Match: \$23,063

CACJ Funding Committee Notes:

The Court should work to increase census during FY25.

The Funding Committee will monitor the census through quarterly reporting and will contact your court to review progress.

Program should focus on increasing census by seeking more referrals.

Zoom denied, court treatment sessions should be conducted in person.

FY25 ACCOUNTABILITY COURTS AWARD PACKETS

INSTRUCTIONS FOR ACTIVATING YOUR SUBGRANT AWARD

This **Accountability Court Sub-grant Award package** consists of six (6) separate documents. These documents include:

1. Sub-grant Award
2. Special Conditions
3. Sub-grant Adjustment Request #1
4. Designation of Grant Officials Form
5. Reimbursement Selection Form
6. Supplier Change Request Form

Below are instructions for completing each of these documents.

Document #1: Sub-grant Award

This document constitutes the operative document obligating and reserving State funds for use by the Grantee in executing the project covered by the Sub-grant Award.

In order to execute the document, the Sub-grantee must do the following:

- enter the name of the **Authorized Official (this person must be the chairperson of the county Board of Commissioners or Mayor**
- have the **Authorized Official** sign and date this document; and
- make a copy of the Sub-grant Award for your project file and return the **signed original** to the Criminal Justice Coordinating Council (CJCC).

Document #2: Special Conditions

The Special Conditions are the “strings” attached to the Sub-grant Award. By signing these conditions, the Sub-grantee is agreeing to comply with each requirement imposed upon the Sub-grant by CJCC. In order to execute this document, the Sub-grantee must do the following:

- carefully review each condition listed on this document;
- **have the Project Director initial the space provided after each special condition;**
- indicate the name and title of the **Authorized Official** executing the document;
- have the **Authorized Official** sign and date this document; and

- make a copy of the Special Conditions for your project file and return the **signed original** to CJCC.

Document #3: Sub-grant adjustment request #1

This document is a “turnaround” document and should be utilized to establish the project budget as well as to request any changes to the project throughout the grant year. **In order to activate your sub-grant, this document must be completed.** The Sub-grant Adjustment Request document must be completed (with “**no changes**” indicated in section IV) and **signed by the Authorized Official**. All documents must be returned to CJCC in order for the Award Package to be accepted and the budget approved. Instructions for completing the adjustment request form are as follows:

- enter the date the request is being made;
- indicate the “Nature of Adjustment” then go to the particular section listed (Section I);
- review the amounts by budget category, listed under the column “Current Approved,” as these are the budget amounts currently approved for the project;
- enter any revisions (if none, then enter \$0) in the column “Revisions+/-” (negative adjustments should be denoted by either () or <>);
- add or subtract the revisions from the current approved amounts, then enter the revised amounts in the column “Revised Budget”;
- if any project officials have changed since the application, complete Section III;
- have the appropriate official sign and date the request;
- make a copy of the adjustment request for your project file; and

When CJCC receives this request, it will be reviewed and authorized for further processing. If approved, the requested revisions will be made and the Sub-grantee will be sent the next Sub-grant Adjustment Request form showing the requested revisions

***Please Note: SAR’s are not accepted during the 1st quarter. SAR’s will be processed from Oct 1- May 31**

Document #4: Designation of Grant Officials Form

Please complete the Designation of Grant Officials form as explained below.

- **PROJECT DIRECTOR NAME:** Enter the name and applicable data of the **Project Director**. This official must be an employee of the applicant agency or from a contractor organization, at the applicant's option, who will be directly responsible for operation of the project.
- **FINANCIAL OFFICER:** Enter the name and applicable data of the **Financial Officer**. This person must be the chief financial officer of the applicant agency such as the county auditor, city treasurer or comptroller or the Board Treasurer of the non-profit agency.
- **AUTHORIZED OFFICIAL:** Enter the name and applicable data of the **Authorized Official**. This person is the official who is authorized to apply for, accept, decline or cancel the grant for the applicant agency. **This person must be the chairperson of the county Board of Commissioners or Mayor.** All official correspondence regarding the grant award (sub-grant expenditure reports) **must** be signed by the authorized official. Once an award has been made, **the authorized official may designate someone to sign this documentation by submitting a letter on agency letterhead to the Council.**

***This document acknowledges key officials within your agency related to the funded project. No two officials should be the same person.**

Document #5: Reimbursement Selection Form

This form is used to indicate the frequency of reimbursement requests and how sub-grant payments will be made.

- Check the applicable reimbursement schedule, monthly or quarterly.
- Check the applicable process for receiving reimbursement payments:
 - “Electronic Funds Transfer” box if you prefer to receive payments by direct deposit, complete the requested information, **attach a voided check to the form**, and have the **Authorized Official** sign where indicated.

OR

- Check the “Check” box if you prefer a mailed check, complete the requested information and have the **Authorized Official** sign where indicated.

Document #6: Supplier Change Request Form

This form is used to indicate an addition or change of bank account information. An instruction sheet is included in this award packet.

- vendor information is your agency information.
- complete all applicable fields.
- make a copy of this form for your project file and return the original to CJCC.

***Two Additional documents are required to be submitted if applicable from your court.**

1. Personnel Action Forms/Salary Authorization Letters (for each employee paid with grant funds)
2. All Contracts/MOU'S Between Treatment Providers, Contractors and Transportation Providers (Only if the court applied for transportation funds)

Below are instructions for completing each of these documents.

Document #1: Personnel Action Forms/ Salary Authorization Letter

This form is used to identify any employee of the court that receives any compensation with grant funds (Example, Coordinators and Case Managers).

- There is a sample **Personnel Action Form** located on CJCC's website under the **Forms & Publications** tab. <http://cjcc.georgia.gov/grant-forms-publications>
- A **Personnel Action Form** will need to be filled out for **each employee** that is **paid** under the Grant Award.
- Required information on all Personnel Action Form's include:
 - Employee Name
 - Job Title
 - Salary/Pay Rate
 - Hire Date

Document #2: All Contracts/MOU's between Treatment Providers, Contractors, Transportation Providers

A contract is required between the agency and treatment providers who receive Grant funds.

- The **Contract** between treatment providers, contractors, transportation providers and the agency will detail the **service provided** for the agency
- The **Contract** between the treatment providers, contractors, transportation providers and the agency will detail the **Rate the agency will be charged** for the service provided.

CRIMINAL JUSTICE COORDINATING COUNCIL
State of Georgia – Accountability Courts

FY25 SPECIAL CONDITIONS

1. All project costs not exclusively related to activities of the funded accountability court must be approved with a Subgrant Adjustment Request, and only the costs of approved project-related activities will be reimbursable under the Subgrant Award.
Initials _____
2. The subgrantee must submit Subgrant Adjustment Request #1 with the completed award package. The adjustment request is accompanied by a detailed project budget that itemizes all projected expenditures as approved by the Council of Accountability Court Judges (CACJ) Funding Committee. This initial SAR is part of the grant activation process and enables the CJCC to initiate the grant. The project budget and summary will not be established, or officially approved, until the subgrantee receives a written approval notice from the Criminal Justice Coordinating Council. All project costs and project activities must coincide with the approved budget, summary, and implementation plan unless subsequent revisions are approved by the Criminal Justice Coordinating Council.
Initials _____
3. The subgrantee must submit subsequent Subgrant Adjustment Requests to revise the budget, project summary, and implementation plan prior to any substantial changes, but no later than 30 days prior to the end of the subgrant period.
Initials _____
4. The subgrantee agrees that no funds shall be expensed outside of the approved budget. In addition, any funds spent under this subgrant award must be expended by the grant end date and not encumbered.
Initials _____
5. The subgrantee agrees that at least 25% of the awarded funds will be spent in the first quarter, 50% in the second quarter and 75% in the third quarter. If this condition is not met, any unused remaining funds from that quarter will be retained by the Council to be managed by the CACJ Funding Committee.
Initials _____
6. Waivers for the above 25% expenditure requirement may be granted at the committee's discretion for the 1st and 2nd quarters only. If a waiver is granted, the funds held over to the next quarter must be spent in the next quarter.
Initials _____
7. This is a reimbursement grant. Requests for reimbursement must be made on a quarterly basis. Subgrant Expenditure Reports (SERs) are due 15 days after the end of the reporting period. SERs may be submitted monthly. SER submissions must be accurate and complete. Subgrantees should not submit incomplete SERs. Incomplete SERs will be considered late, and a 10% penalty will be assessed after expiration of a 10-day grace period. A failure to follow SER procedures outlined in these conditions and in the CACL Rules may subject a court to rescission of a grant award as outlined in Article 4 of the Rules.
Initials _____

SUBGRANT NUMBER:**SPECIAL CONDITIONS**

8. The subgrantee certifies that state funds will not be used to supplant funds that would otherwise be made available for grant-funded initiatives. State funds must be used to supplement existing funds for program activities and not replace funds appropriated for the same purpose. Potential supplanting will be the subject of application review, as well as pre-award review, post-award monitoring, and audit. If there is a potential presence of supplanting, the subgrantee will be required to document that the reduction in non-state resources occurred for reasons other than the receipt or anticipated receipt of state funds.
Initials _____
9. Statistical and/or evaluation data describing project performance must be submitted to Council of Accountability Court Judges (CACJ) on a quarterly basis using the proscribed format provided to the Subgrantee. Failure to submit all requested data on a timely basis will result in the withholding of grant funds on this subgrant and/or any other subgrant administered by CJCC until compliance is achieved. If reports are not received, funds for subsequent quarters may be rescinded.
Initials _____
10. The subgrantee certifies that 1) title to all equipment and/or supplies purchased with funds under this subgrant shall vest in the agency that purchased the property; 2) equipment and/or supplies will be maintained in accordance with established local or state procedures as long as the equipment and/or supplies are used for program-related purposes; and 3) once the project concludes and/or equipment is no longer utilized for its grant-funded purpose, the Criminal Justice Coordinating Council and the Council of Accountability Court Judges will be informed of the available equipment and determine its future use to assure it is utilized in furtherance of the goals and objectives of the grant program and the State of Georgia.
Initials _____
11. If your court uses a CSB/DBHDD enrolled provider for treatment and receives specific contracted funds for mental health and/or addictive disease treatment court services, these funds have been awarded provisionally. Prior to use, the court must meet with the CSB/DBHDD enrolled provider to determine what services are billable and are not being provided. These funds should only be applied to services that are not billable by the CSB/DBHDD enrolled provider. The court should work to enter into an agreement with the CSB/DBHDD enrolled provider that outlines billable and non-billable services.
Initials _____
12. All drug, veteran, mental health, family, and DUI courts must use a validated assessment tool approved by the Council of Accountability Court Judges. All courts are required to use evidence-based treatment modalities.
Initials _____
13. Subgrantees must comply with the training requirements as determined by the Council of Accountability Court Judges. All evidence-based training attendees will be required to sign and submit the CACJ Training Acknowledgement & Agreement Form upon registering for CACJ supported training sessions. The court shall implement the evidence-based treatment within 60 days of the training attendee achieving certification.
Initials _____
14. All evidence-based training attendees that achieve certification are subject to fidelity monitoring by a CACJ treatment team staff member. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit and shall adhere to the policies and procedures outlined in the Model Fidelity Handbook for Evidence-Based Programs.
Initials _____

SUBGRANT NUMBER:**SPECIAL CONDITIONS**

15. Subgrantees in receipt of funds to support participant treatment are subject to fidelity monitoring by a CACJ treatment team staff member. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit and shall adhere to the policies and procedures outlined in the Model Fidelity Handbook for Evidence-Based Programs
Initials _____
16. Subgrantees in receipt of funds to support internally provided, grant supported, evidence-based trainings must comply with the following: notify the CACJ of scheduled training sessions; enter into agreements with qualified evidence-based facilitators; submit a CACJ Training Acknowledgement & Agreement Form for each attendee to the CACJ prior to the start of training session; and provide the CACJ with documentation of each attendee achieved certification.
Initials _____
17. CACJ may designate preferred vendors or suppliers of products or services that are either on state contract or with which the CACJ has an agreement or contract in place. Subgrantees may be required to utilize such contracts or agreements for designated products or services or be required to justify that their purchases are less costly.
Initials _____
18. All subgrantee programs are subject to the jurisdiction of the Funding Committee of the CACJ by their acceptance a CACJ-awarded grant. Failure to comply with any of the special conditions contained within this document, by the authorized official, project officials, agents, and/or employees of this grant, will subject the program to the enforcement procedures outlined in Article 4 of CACJ Rules.
Initials _____
19. Subgrantees must follow all accountability court standards as approved by the Council of Accountability Court Judges.
Initials _____
20. Medication-Assisted Treatment (MAT) is the use of medications in combination with counseling and behavioral therapies and is an effective treatment for substance use disorders (SUD), including opioid use disorders (OUD). The Americans with Disabilities Act (ADA) protects persons with OUD and SUD from discrimination for using lawfully prescribed medication. Subgrantees agree not to prohibit a program participant from accessing MAT services or from using lawfully prescribed MAT medication. This condition only applies to adult program participants.
Initials _____
21. Subgrantees must abide by the Rules of the Council of Accountability Court Judges. Subgrantees are responsible for obtaining the current version of the Rules and ensuring that program activities operate in compliance with the Rules. The Rules, in their entirety, are incorporated herein by reference and compliance with the Rules is a condition of this grant. A failure to comply with the Rules may result in a referral to Section VIII of Article 4 of the Rules governing rescission of grant awards after violations of special conditions or a referral under Article 8 governing compliance with the Rules, state standards, and Georgia law.
Initials _____
22. The grantee acknowledges that funds provided under this grant award are state-appropriated funds and may not be accessible after the end of the grant period. The final reimbursement request under this award must be received by CJCC no later than July 15, 2025. In addition, if the grantee has not received payments for any prior reimbursements, the grantee must notify CJCC by June 15, 2025 or risk losing access to those funds.

SUBGRANT NUMBER:**SPECIAL CONDITIONS**

Initials _____

23. All services must be rendered to the Court before payment is made. If it is found that a Court/County made an advance payment, those funds may be required to be repaid to CJCC.

Initials _____

24. Subgrantees must comply with the training attendance requirements as determined by the Council of Accountability Court Judges and as required by Article 10 of the CACJ Rules. Attendees will be informed of additional training attendance requirements during the training registration process for each training. CACJ expects that everyone who registers for training will be able to attend that training. To be good stewards of state funds, attendees must cancel training reservations as soon as a conflict, illness, or other circumstance arises that prevents them from attending the training. It is understood by CACJ that emergency situations occur. Emergency situations are considered the exception but not the rule. If these requirements are not met, any expenses incurred by CACJ may be de-obligated from the subgrantee in the form of a fee or other penalty. Funds de-obligated due to noncompliance with a training requirement will be retained by CACJ to be managed by the CACJ Funding Committee.

Initials _____

25. The subgrantee agrees that all personnel charging time to this grant must maintain timesheets documenting hours for all work performed for pay, including both grant-related and non-grant related work activities. This includes work performed that is unrelated to an accountability court.

Initials _____

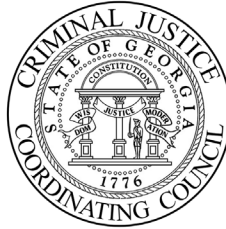
26. The subgrantee understands and agrees that payments made by CJCC do not constitute final approval of submitted expenditures. Subsequent reviews, audits, or examinations may identify expenses that fall outside the grant scope or rules. In such cases, the subgrantee may be required to repay those funds.

Initials _____

Please be advised that failure to comply with any of the Special Conditions will result in material noncompliance with the Subgrant Agreement, thus subjecting the Subgrant Agreement to possible termination by the Criminal Justice Coordinating Council.

Authorized Official Signature_____
Date_____
Print Authorized Official Name_____
Title

BRIAN P. KEMP
GOVERNOR



JAY NEAL
DIRECTOR

MEMORANDUM

TO: Accountability Court Grantees

FROM: The Council of Accountability Court Judges
The Criminal Justice Coordinating Council

DATE: December 17, 2019

RE: 10% Penalty for Late SERs

As stated in the special conditions of your grant award,¹ the Subgrant Expenditure Report (SER) forms used to submit requests for reimbursements are due to your assigned Grants Specialist at the Criminal Justice Coordinating Council (CJCC) no later than 15 days after the end of each reporting period. Unfortunately, each quarter some SERs are received late with little or no explanation. Due to the continuous number of chronically late SER submissions, **all SERs received after the quarterly deadline will be subject to a 10% penalty.** The 10% penalty will be based on the initial grant award and a de-obligation notice will automatically be sent to the Commissioner, Judge, Coordinator and Finance Director after a 10-day grace period. Of course, extenuating circumstances (e.g., hurricane) will be taken under consideration where warranted and should be communicated to staff as soon as possible.

Please note that while this deadline is used for all CJCC grants, it is even more important for the State Accountability Court Grants Program. The state-funded appropriation expires at the end of each state fiscal year, at which time, unencumbered funds must be returned to the State Treasury. As such, the Council of Accountability Court Judges (CACJ) Funding Committee utilizes CJCC's consolidated expenditure reports to maximize the use of state funds prior to the end of the fiscal year. Specifically, CACJ uses the information to:

¹ The special condition specific to reimbursement requests states: ***"This is a reimbursement grant. Requests for reimbursement must be made on a quarterly basis. Subgrant Expenditure Reports are due 15 days after the end of the quarter."***

This special condition became effective January 1, 2017.

1. Make projections (e.g., what is the funding excess/shortfall and should additional funding be requested for the upcoming state fiscal year);
2. Make funding decisions (e.g., should unallocated funds be used for ancillary services that will support the court (i.e., conferences, case management systems, training) or rolling applications; and
3. Conduct formalized or informal needs assessments (i.e., are there any unidentified gaps in services and are there sufficient resources to address those needs).

To ensure funds are used in a productive, fair and transparent fashion, CACJ must have the most accurate account of expenditures possible for each court at least quarterly, and sometimes, on an ad hoc basis. CJCC must, therefore, process and report all SER expenditures within 2 weeks of the imposed deadline. This allows just enough time to provide the CACJ with an accurate accounting of grant expenditures. Given the importance of adhering to this timeline, it is imperative that all subgrantees submit their quarterly subgrant expenditure reports no later than the 15th following each reporting period.

If you have any questions regarding this policy, please contact Laura Thompson, CJCC Program Director, at (404) 654-1794 or laura.thompson@cjcc.ga.gov.

REQUEST DATE: _____

SUBGRANTEE: Macon-Bibb County Commission

SUBGRANT #: J25-8-104

PROJECT NAME: Macon Judicial Circuit FTC

NATURE OF ADJUSTMENT:

Mark all that apply.

Adjustments of each type shown should be entered in the section indicated.

☐ REVISED BUDGET Go To SECTION I

☐ PROJECT PERIOD AND/OR EXTENSION. Go To SECTION II

☐ PROJECT OFFICIALS/ADDRESSES. . . Go To SECTION III

☐ PROJECT PERSONNEL. Go To SECTION III

☐ GOALS AND OBJECTIVES Go To SECTION III

☐ OTHER. Go To SECTION III

MUST BE JUSTIFIED AND EXPLAINED THOROUGHLY IN SECTION IV.

SECTION I. REQUEST FOR BUDGET CHANGE - JUSTIFY IN SECTION IV.

	CURRENT APPROVED	REVISIONS +/-	REVISED BUDGET
PERSONNEL	\$ 153,755		
EQUIPMENT	0		
SUPPLIES	0		
TRAVEL	0		
PRINTING	0		
OTHER	0		
TOTAL	\$ 153,755		
Federal	\$ 130,692		
Match	\$ 23,063		

SECTION II. REQUEST FOR CHANGE IN PROJECT PERIOD - JUSTIFY IN SECTION IV.

CURRENT GRANT PERIOD

REQUESTED GRANT PERIOD

FOR EXTENSION,

Start Date: 07/01/24

Start Date:

OF MONTHS:

End Date: 06/30/25

End Date:

NOTE: The maximum extension request cannot exceed 12 months.

SECTION III. REQUESTS FOR REVISIONS TO PROJECT OFFICIALS/ADDRESSES, PROJECT PERSONNEL, GOALS AND OBJECTIVES, AND/OR OTHER NON-BUDGET, NON-PERIOD CHANGES (JUSTIFY IN SECTION IV.)

CRIMINAL JUSTICE COORDINATING COUNCIL
SUBGRANT ADJUSTMENT REQUEST
FEDERAL GRANT #

ADJ REQUEST #: 1

REQUEST DATE: _____

SUBGRANTEE: Macon-Bibb County Commission

SUBGRANT #: J25-8-104

PROJECT NAME: Macon Judicial Circuit FTC

SECTION IV. JUSTIFICATION OF ALL REQUESTED ADJUSTMENTS, REVISIONS, AND/OR CHANGES

All requested adjustments in Sections I, II & III (page 1) must be justified in detail in this Section. Include item costs, descriptions, equipment lists, detailed explanations, and any other information that would further clarify and support your request for adjustment. Attach additional pages as needed.

SUBMITTED BY:

Signature of Financial Officer or Project Director

Title

Date

CJCC ROUTING AND APPROVALS:

Approval

Disapproval

Reviewer Signature

Reviewed By: _____

Authorized By: _____

DESIGNATION OF GRANT OFFICIALS - INSTRUCTIONS

On the following page, fill in the name, title, address, and phone number for the project director, the financial officer, and the authorized for the grant. No two officials can be the same person.

A. Project Director

This official must be an employee of the applicant agency or from a contractor organization, at the applicant's option, who will be directly responsible for operation of the project.

B. Financial Officer

This person must be the chief financial officer of the applicant agency such as the county auditor, city treasurer/controller, or the board treasurer.

C. Authorized Official

This person is the official who is authorized to apply for, accept, decline, or cancel the grant for the applicant agency. This must be the executive director of a state agency, chairperson of the county Board of Commissioners, city mayor, chairperson of the city council, or the chairman/president of the board of directors. All correspondence regarding the grant application must be signed by the authorized official. Once an award has been made, the authorized official may designate someone to sign this documentation by submitting a letter on agency letterhead to CJCC.

DESIGNATION OF GRANT OFFICIALS

LEGAL NAME OF AGENCY: _____

PROJECT TITLE: _____

GRANT NUMBER: _____

☐ Mr.

☐ Ms.

PROJECT DIRECTOR NAME (Type or Print)

Title and Agency

Official Agency Mailing Address

City

Zip

Daytime Telephone Number

Fax Number

E-Mail Address

☐ Mr.

☐ Ms.

FINANCIAL OFFICER (Type or Print)

Title and Agency

Official Agency Mailing Address

City

Zip

Daytime Telephone Number

Fax Number

E-Mail Address

☐ Mr.

☐ Ms.

AUTHORIZED OFFICIAL (Type or Print)

Title and Agency

Official Agency Mailing Address

City

Zip

Daytime Telephone Number

Fax Number

E-Mail Address

CRIMINAL JUSTICE COORDINATING COUNCIL REIMBURSEMENT SELECTION FORM

SUBGRANT NUMBER: _____

AGENCY NAME: _____

1. SELECT A SCHEDULE FOR SUBMITTING REIMBURSEMENTS (CHECK ONE BOX)

- ☐ **MONTHLY** (Requests for reimbursement are due 15 days after the end of the month)
- ☐ **QUARTERLY** (Requests for reimbursement are due 30 days after the end of the quarter)

2. SELECT A PROCESS FOR RECEIVING REIMBURSEMENT PAYMENTS (CHECK ONE BOX)

- ☐ **ELECTRONIC FUNDS TRANSFER** (Reimbursements will be deposited into the bank account listed below.
A voided check must be attached to ensure proper routing of funds.)

BANK NAME: _____

BANK ROUTING NUMBER: _____

BANK ACCOUNT NUMBER: _____

AGENCY CONTACT NAME: _____

AGENCY CONTACT
TELEPHONE NUMBER: _____

AGENCY AUTHORIZED
OFFICIAL NAME AND TITLE: _____

AGENCY AUTHORIZED
OFFICIAL SIGNATURE: _____

- ☐ **CHECK** (Reimbursements will be mailed in the form of a check to the address listed below)

MAILING ADDRESS: _____

CITY, STATE & ZIP: _____

ATTENTION: _____

AGENCY AUTHORIZED
OFFICIAL SIGNATURE: _____

For CJCC Use ONLY

CJCC Auditor:	
Phone Number:	
Grant Award Number:	
GBI Entry Initial/Date:	

SUPPLIER CHANGE REQUEST FORM

Agency Supplier Liaisons MUST complete the Agency Liaison Use Only sections AND ensure the supplier has completed sections 1 - 3, the Supplier Use Only sections prior to submitting this form to SAO.

NEW

☐ EXISTING

EXISTING

SUPPLIER ID NUMBER: Agency Use Only

0	0	0	0						
---	---	---	---	--	--	--	--	--	--

SECTION 1: SUPPLIER IDENTIFICATION

FEI/SSN/TIN

Supplier Name: _____

Doing Business As (dba): if applicable

SUPPLIER ADDRESS

Address 1:

Address 2: _____

City:

State: **Postal Code:**

Contact Email:	
----------------	--

Primary Phone #: Ext: Secondary Phone #: Ext:
☐ Landline ☐ Cell Used for Identity Verification ☐ Landline ☐ Cell Used for Identity Verification

Driver's License #: For individuals only **DL State:**

SECTION 2: BANK ACCOUNT INFORMATION

Required for New and Reactivating suppliers to add/change bank information to receive payments via ACH.

☐ I do not wish to provide banking information and understand all payments made to me will be via check.

☐ Replace Remittance Address at Loc # With Addr ID # ☐ Replace Invoicing Address at Loc # With Addr ID #

☐ Add New Bank Account ☐ Change Bank Account Enter Loc # Agency Liaisons are required to complete items on this line for bank changes

ROUTING #

--	--	--	--	--	--	--	--	--

NEW ACCOUNT #

Last Four Digits of Previous Bank Account # For changes only

☐ Check here if General Bank Account can be used by ALL State of Georgia agencies making payments.

☐ Check here if this account can only be used for a SPECIFIC PURPOSE	
---	--

DESCRIBE SPECIFIC PURPOSE

ACCOUNTS RECEIVABLE NOTIFICATION

PAYMENT REMIT EMAIL ADDRESS 1:	
--------------------------------	--

PAYMENT REMIT EMAIL ADDRESS 2:	
--------------------------------	--

I authorize the State of Georgia to deposit payment for goods and/or services received into the provided bank account by the Automated Clearing House (ACH). I further acknowledge that this agreement is to remain in full effect until such time as changes to the bank account information are submitted in writing by the vendor or individual named below. It is the sole responsibility of the vendor or individual to notify the State of Georgia of any changes to the bank account information. The State of Georgia independently authenticates bank account ownership.

Printed Name of Company Officer

Signature of Company Officer

Date _____

SECTION 3: DIVERSITY IDENTIFICATION (Check ALL That Apply)

BUSINESS CERTIFICATIONS

- | | |
|---|--|
| ☐ GA Small Business* | ☐ Women Owned |
| ☐ GA Resident Business** | ☐ Minority Business Certified |
| ☐ Not Applicable | ☐ Prefer Not to Disclose |

MINORITY BUSINESS ENTERPRISE (51% ownership)

- | | |
|---|---|
| ☐ Hispanic – Latino | ☐ African American |
| ☐ Native American | ☐ Asian American |
| ☐ Pacific Islander | ☐ Not Applicable |
| ☐ Prefer Not to Disclose | |

*Based on Georgia law (OCGA 50-5-21) (3) “**Small Business**” means any business which is independently owned and operated. Additionally, such business must either have 300 or less employees OR \$30 million or less in gross receipts per year.

****Georgia resident business** is defined as any business that regularly maintains a place from which business is physically conducted in Georgia for at least one year prior to any bid or proposal to the state or a new business that is domiciled in Georgia and which regularly maintains a place from which business is physically conducted in Georgia; provided, however, that a place from which business is conducted shall not include a post office box, a leased private mailbox, site trailer, or temporary structure.

VETERAN-OWNED SMALL BUSINESS (Check ALL That Apply)

- ☐ Nonveteran-owned Small Business ☐ Veteran-owned Small Business ☐ Service Disabled VOSB ☐ Prefer Not to Disclose

SECTION 4: REQUESTED CHANGE(S) – (Check ALL That Apply)

- ☐ **FEI/TIN Change** (Cannot change if supplier is 1099 applicable)
- ☐ **Business Name Change**
- ☐ **1099 Eligible** Cannot change to non-eligible if supplier is already 1099 eligible

1099 Addr ID # Agency Liaisons are REQUIRED to enter the AddrID # where to mail 1099

☐ 1099 – M Enter Code (Required for Form 1099 – M)

☐ 1099 – N **Code 01** (01 is the only code available for the 1099 – NEC)

- ☐ **Reactivate Supplier Profile**
- ☐ **Deactivate Supplier Profile** (Agency Liaison MUST attach written justification from the supplier with the SCR.)
- ☐ **Add Additional Business Address** (Enter additional address in Section 1)
- ☐ **Change Existing Business Address** Enter Addr ID # to change: (Agency Liaisons are required to enter Addr ID # to change)
- ☐ **Change/Add Payment Alt Name to an existing address** (if payable to a different name).

Payment Alt Name:

- ☐ **Classification Change:** (Agency Liaisons are required to check one for Classification Changes.)
- | | | | |
|--|---------------------------------------|--|--|
| ☐ Attorney | ☐ HCM | ☐ Student | ☐ Supplier Non-minority |
| ☐ Gov Non-State of GA | ☐ Non-Supplier | ☐ Supplier Minority | |

- ☐ **Statewide Contract** (DOAS Use Only)
- ☐ **HCM Vendor**
- ☐ **Other** (Provided details in the Comments section below)
- ☐ **Comments**

AGENCY USE ONLY SECTION 5: AGENCY LIAISON CERTIFICATION (REQUIRED)

By my signature below, I certify that all reasonable effort has been made to submit information that is complete, accurate, true, and is associated with the supplier's name and Tax ID listed above.

AGENCY LIAISON NAME

AGENCY LIAISON SIGNATURE

DATE

B/U#

Revised 01/2024

BRIAN P. KEMP
GOVERNOR



JAY NEAL
DIRECTOR

MEMORANDUM

To: Accountability Court Grantees

From: The Council of Accountability Court Judges
Criminal Justice Coordinating Council

Date: April 15, 2021

Re: New Rideshare/Public Transportation policy

The purpose of this policy is to be consistent in the guidance provided to courts regarding the procurement of public transportation and/or rideshare services and thus to manage costs and ensure compliance with state rules. Courts have a responsibility to use grant funds prudently in support of their services and furtherance to CACJ's mission. Due to the number of courts relying on Uber, Lyft other ridesharing services, as well as public transportation for participants and to establish uniformity related to reimbursement for these services, a new policy will become effective beginning July 1, 2021.

Rideshare Services

To be reimbursed for ride share transportation courts should set-up business accounts to ensure that rides are being used specifically for participants transportation to/from court, to/from drug testing, to/from treatment, or any court mandated event. When seeking reimbursement, a report of all rides should be included.

Public Transportation

To be reimbursed for public transportation courts should demonstrate that the number of tickets/passes bought in a quarter correlates to the number of active participants. Tickets/passes should be purchased on a quarterly basis and provided to participants during that period. Bulk tickets/passes should not be purchased far in advance and held for an upcoming period.



LEGISLATIVE SPONSORS

- | | |
|--|---|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION TO AUTHORIZING THE MAYOR TO CLOSE AND ABANDON THAT REMAINING PORTION OF THE RIGHT-OF-WAY OF TELFAIR STREET LANE, LYING BETWEEN ASH STREET AND ELM STREET AND TO REMOVE SUCH PATH FROM THE OFFICIAL ROAD MAP OF MACON-BIBB COUNTY; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, Macon-Bibb County is in receipt of a petition to purchase the remaining portion of the unopened right-of-way of Telfair Street Lane, lying between Ash Street and Elm Street; and

WHEREAS, prior to the 1991 sale of a portion of this same right-of-way, this stretch of Telfair Street Lane ran between Ash Street and Elm Street; and

WHEREAS, in 1991, a nearby church purchased a portion of Telfair Street Lane, making that right-of-way unusable as a public thoroughfare; and

WHEREAS, Macon-Bibb County has received a petition to purchase the remaining portion of Telfair Street Lane in this area, from the owner of 740 Ash Street; and

WHEREAS, a public hearing regarding the closure and abandonment of this portion of right-of-way is to be held on June 18, 2024, at 5:45 p.m., and notice of such public hearing has been advertised in the Macon Telegraph on June 4, 2024, and June 11, 2022; and

WHEREAS, abutting property owners received notice by letter of this abandonment hearing; and

WHEREAS, the Macon-Bibb County Board of Commissioners has considered abandoning the petitioned for portion of right-of-way; and

WHEREAS, the Board of Commissioners of Macon-Bibb County has determined that the petitioned for portion Telfair Street Lane has ceased to be used by the public to the extent that no substantial public purpose is served by it and that its removal from the municipal road and rights-of-ways system is in the best public interest; and

WHEREAS the Macon-Bibb County Commission finds this Resolution necessary and proper to promote or protect the safety, health, peace, security, and general welfare of Macon-Bibb County and its inhabitants.

NOW, THEREFORE, LET IT BE RESOLVED by the Macon-Bibb County Commission and it is hereby so resolved by the authority of the same that the Macon-Bibb County Commission authorizes that the petitioned for portion of Telfair Street Lane be closed and abandoned, and that it shall no longer be part of the road and rights-of-ways system of Macon-Bibb County.

BE IT FURTHER RESOLVED that the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED That in the event scrivener's errors shall be discovered in this Resolution or in any Exhibits hereto after the adoption hereof, the Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED that the Macon-Bibb County Commission grants the Mayor the authority to take any and all further actions necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as specifically provided herein, any and all ordinances or resolutions or parts of ordinances or resolutions in conflict with this Resolution shall be and the same hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED In the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act

of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or upon its adoption into law without such approval.

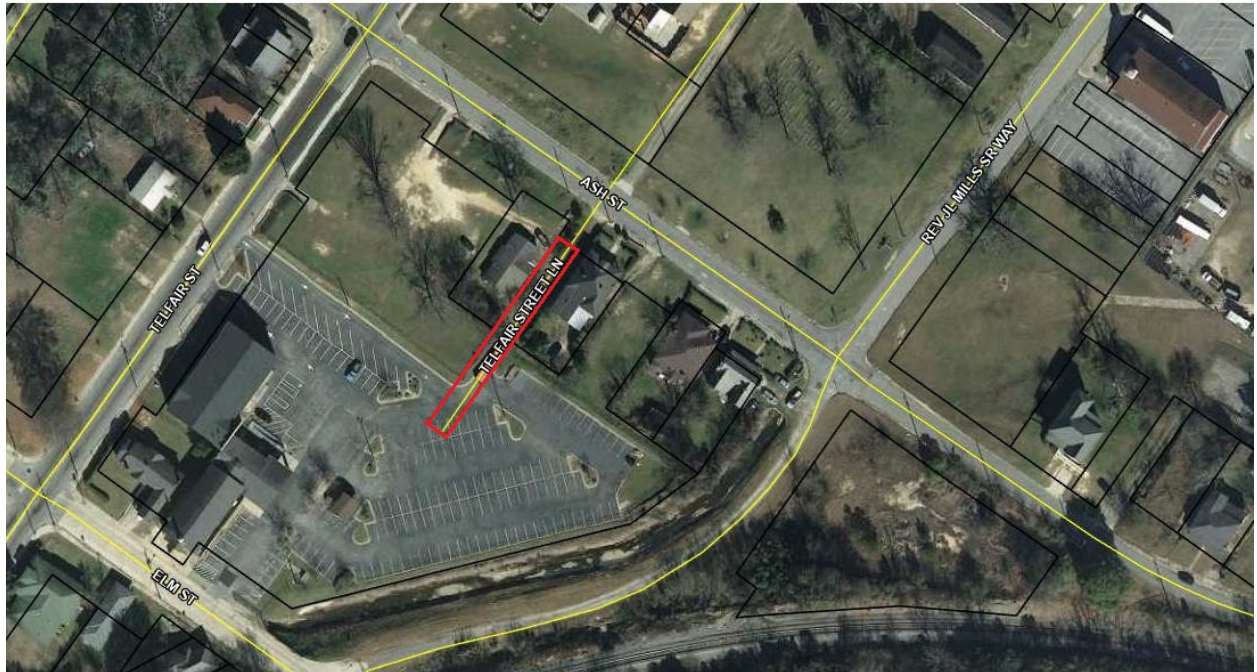
IT IS SO RESOLVED this _____ day of _____, 2024.

BY: _____
LESTER M. MILLER, MAYOR

ATTEST: _____
JANICE ROSS, CLERK OF COMMISSION

(SEAL)

EXHIBIT “A”





LEGISLATIVE SPONSORS

- | | |
|---|--|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE MAYOR TO EXECUTE A QUITCLAIM DEED FOR THE SALE OF THE REMAINING PORTION OF THE FORMER RIGHT OF WAY OF TELFAIR STREET LANE, TOTALING 2000 SQUARE FEET, MORE OR LESS, FOR ITS APPROXIMATE FAIR MARKET VALUE OF \$ 4204.00, TO MICHAEL & ROSE BRYANT; AND OTHER LAWFUL PURPOSES

WHEREAS, Macon-Bibb County is in receipt of a Petition to Purchase a portion of the former 20' alleyway of Telfair Street Lane, near its intersection with Ash Street (the "Property"), made by Michael & Rose Bryant, the owners of the abutting 740 Ash Street; and

WHEREAS, in 1991, a nearby Church purchased the majority of Telfair Street Lane in this block, to expand their parking area, rendering the remainder of Telfair Street Lane not viable for public use as a thoroughfare; and

WHEREAS, O.C.G.A. § 36-9-3(h) permits a county to sell parcels of small or narrow strips of real property, so shaped or so small as to be incapable of being used independently as zoned or under applicable subdivision or other development ordinances or land use plans, or as streets, whether owned in fee or used by easement, to abutting property owners where such sales and conveyances facilitate the enjoyment of the highest and best use of the abutting owner's property without first submitting the sale or conveyance to the process of an auction or the solicitation of sealed bids; provided, however, that each abutting property owner shall be notified

of the availability of the property and shall have the opportunity to purchase said property under such terms and conditions as set out by ordinance; and

WHEREAS, Macon-Bibb County Ordinance Section 19-12 (c) further authorizes the conveyance of such properties; and

WHEREAS, the sale or conveyance of such properties may be accomplished without first submitting to the process of an auction or the solicitation of sealed bids; provided, however, that each abutting property owner shall be notified not less than fifteen (15) days nor more than sixty (60) days preceding the day of the auction or, if by sealed bids, preceding the last day for the receipt of proposal; and

WHEREAS, abutting property owners were notified of the Petition to Purchase filed by and their statutory right to bid on the subject Property via letter on May 28, 2024; and

WHEREAS, no abutting property owner other than Petitioner has expressed their desire to bid on the Property; and

WHEREAS, the Property is more particularly described on Exhibit "A", attached hereto and incorporated by reference; and

WHEREAS, the calculated fair market value of this parcel is \$4204.00, based on the assessed value of unimproved adjacent parcels; and

WHEREAS, in accordance with Georgia Law and Section 19-12(c) of the Macon-Bibb County Code of Ordinances, the Macon-Bibb County Commission desires to sell the Property to Old Post Real Estate for \$4204.00; and

WHEREAS, the sale of the Property will not affect the operations of Macon-Bibb County, and will allow the Property to be returned to the tax digest for ad valorem taxes to be collected on said property; and

WHEREAS, the Macon-Bibb County Commission finds that this Resolution is necessary and proper to promote the health, safety, morals, and welfare of Macon-Bibb County and its inhabitants;

NOW, THEREFORE, LET IT BE RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same, that the Mayor is authorized to execute a quit claim deed for the sale of 2000 square feet, more or less, of duly abandoned right-of-way of Telfair Street Lane, between its intersection with Ash Street, and running southwest approximately 100 feet, more or less, and lying in Macon, Georgia, to Michael & Rose Bryant, for the calculated approximate fair market value of \$ \$ 4204.00.00, and to execute a deed of conveyance and any other documents necessary to complete the transaction.

BE IT FURTHER RESOLVED that the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED that in the event scrivener's errors shall be discovered in this Resolution or in any exhibit attached hereto after the adoption hereof, the Macon-Bibb County Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission grants the Mayor the authority to take any and all further action necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as provided herein, any and all ordinances or resolutions or parts of ordinances or resolutions in conflict with this Resolution shall be and the hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED In the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of

this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or adoption into law without such approval.

SO RESOLVED this ____ day of _____, 2024.

By: _____

LESTER M. MILLER, MAYOR

Attest: _____

(SEAL)

JANICE S. ROSS, CLERK OF THE COMMISSSION

Exhibit A





LEGISLATIVE SPONSORS

- | | |
|---|--|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION TO AUTHORIZING THE MAYOR TO ABANDON A PORTION OF UNOPENED RIGHT-OF-WAY RUNNING BETWEEN VIOLET STREET AND JESSAMINE STREET AND TO REMOVE SUCH PATH FROM THE OFFICIAL ROAD MAP OF MACON-BIBB COUNTY; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, Macon-Bibb County is in receipt of a petition to purchase certain real property owned by Macon-Bibb County located at 1026 Violet Street; and

WHEREAS, in investigating the potential for sale of the aforesaid parcel, Macon-Bibb County discovered that an a portion of unopened right-of-way lies between the Petitioner's property and the petitioned for property; and

WHEREAS, in the interests of economic development, Macon-Bibb County deems it necessary to abandon and disclaim any interest in the portion of unopened right-of-way; and

WHEREAS, a public hearing regarding the closure and abandonment of this portion of right-of-way is to be held on June 8, 2024, at 5:45 p.m., and notice of such public hearing has been advertised in the Macon Telegraph on June 4, 2024, and June 11, 2022; and

WHEREAS, letters notifying owners abutting this portion of right-of-way were sent on May 28, 2024; and

WHEREAS, the Macon-Bibb County Board of Commissioners has considered abandoning the petitioned for portion of right-of-way; and

WHEREAS, the Board of Commissioners of Macon-Bibb County has determined that the petitioned for portion of unopened right-of-way has ceased to be used by the public to the extent that no substantial public purpose is served by it and that its removal from the municipal road and rights-of-ways system is in the best public interest; and

WHEREAS the Macon-Bibb County Commission finds this Resolution necessary and proper to promote or protect the safety, health, peace, security, and general welfare of Macon-Bibb County and its inhabitants.

NOW, THEREFORE, LET IT BE RESOLVED by the Macon-Bibb County Commission and it is hereby so resolved by the authority of the same that the Macon-Bibb County Commission authorizes that the petitioned for portion of unopened right-of-way more readily shown in the attached Exhibit A be closed and abandoned, and that it shall no longer be part of the road and rights-of-ways system of Macon-Bibb County.

BE IT FURTHER RESOLVED that the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED That in the event scrivener's errors shall be discovered in this Resolution or in any Exhibits hereto after the adoption hereof, the Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED that the Macon-Bibb County Commission grants the Mayor the authority to take any and all further actions necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as specifically provided herein, any and all ordinances or resolutions or parts of ordinances or resolutions in conflict with this Resolution shall be and the same hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED In the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of this

Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or upon its adoption into law without such approval.

IT IS SO RESOLVED this _____ day of _____, 2024.

BY: _____
LESTER M. MILLER, MAYOR

ATTEST: _____
JANICE ROSS, CLERK OF COMMISSION

(SEAL)

EXHIBIT “A”





LEGISLATIVE SPONSORS

- | | |
|---|--|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE MAYOR TO EXECUTE A QUITCLAIM DEED FOR THE SALE OF PROPERTY TOTALING 0.14 ACRES, MORE OR LESS LOCATED AT 1026 VIOLET STREET AND ABUTTING FORMER ALLEYWAY, FOR ITS CALCULATED FAIR MARKET VALUE OF \$2,947.00, TO REDD’S CATERING AND MORE, LLC.; AND OTHER LAWFUL PURPOSES

WHEREAS, Macon-Bibb County owns the real property known at 1026 Violet Street, and has recently abandoned certain adjacent alleyway, encompassing 0.14 acres, more or less (the “Property”); and

WHEREAS, the Property, an undeveloped single lot and unopened former alleyway, is not in use by Macon-Bibb County; and

WHEREAS, Macon-Bibb County is in receipt of a Petition to Purchase filed by Redd’s Catering and More, LLC, to purchase the Property; and

WHEREAS, O.C.G.A. § 36-9-3(h) permits a county to sell parcels of small or narrow strips of real property, so shaped or so small as to be incapable of being used independently as zoned or under applicable subdivision or other development ordinances or land use plans, or as streets, whether owned in fee or used by easement, to abutting property owners where such sales and conveyances facilitate the enjoyment of the highest and best use of the abutting owner’s property without first submitting the sale or conveyance to the process of an auction or the solicitation of sealed bids; provided, however, that each abutting property owner shall be notified

of the availability of the property and shall have the opportunity to purchase said property under such terms and conditions as set out by ordinance; and

WHEREAS, Macon-Bibb County Ordinance Section 19-12 (c) further authorizes the conveyance of such properties; and

WHEREAS, the sale or conveyance of such properties may be accomplished without first submitting to the process of an auction or the solicitation of sealed bids; provided, however, that each abutting property owner shall be notified not less than fifteen (15) days nor more than sixty (60) days preceding the day of the auction or, if by sealed bids, preceding the last day for the receipt of proposal; and

WHEREAS, all abutting property owners were notified of the Petition to Purchase filed by Redd's Catering and their statutory right to bid on the subject Property via letter on May 28, 2024; and

WHEREAS, no abutting property owner other than Petitioner has expressed their desire to bid on the Property; and

WHEREAS, the Property is more particularly described on Exhibit "A", attached hereto and incorporated by reference; and

WHEREAS, the calculated per acre value of the land is \$21,050.00, and the Property is 1466 square feet, causing the Property to be valued at \$ \$2,947.00; and

WHEREAS, in accordance with Georgia Law and Section 19-12(c) of the Macon-Bibb County Code of Ordinances, the Macon-Bibb County Commission desires to sell the Property to Old Post Real Estate for \$2,947.00; and

WHEREAS, the sale of the Property will not affect the operations of Macon-Bibb County, and will allow the Property to be returned to the tax digest for ad valorem taxes to be collected on said property; and

WHEREAS, the Macon-Bibb County Commission finds that this Resolution is necessary and proper to promote the health, safety, morals, and welfare of Macon-Bibb County and its inhabitants;

NOW, THEREFORE, LET IT BE RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same, that the Mayor is authorized to execute a quit claim deed for the sale of the real property located at 1026 Violet Street and certain adjacent former alleyway in, Macon, Georgia, totaling 0.14 acres, more or less, to Redd's Catering and More, LLC, for the calculated approximate fair market value of \$ \$2,947.00, and to execute a deed of conveyance and any other documents necessary to complete the transaction.

BE IT FURTHER RESOLVED that the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED that in the event scrivener's errors shall be discovered in this Resolution or in any exhibit attached hereto after the adoption hereof, the Macon-bibb County Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission grants the Mayor the authority to take any and all further action necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as provided herein, any and all ordinances of resolutions or parts of ordinances or resolutions in conflict with this Resolution shall be and the hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED In the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or adoption into law without such approval.

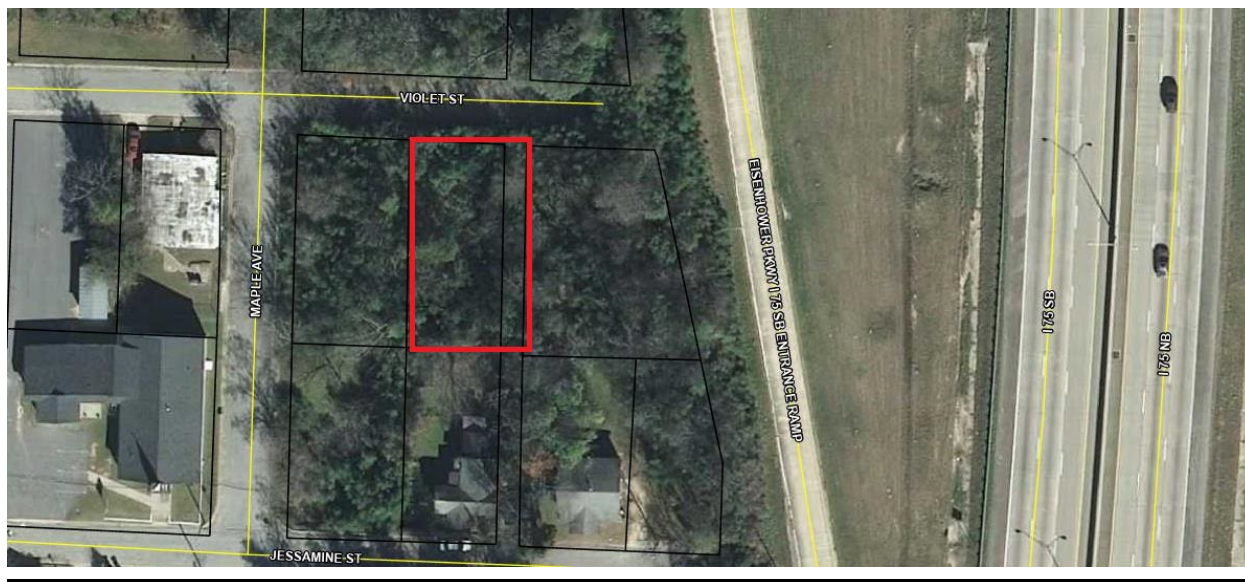
SO RESOLVED this ____ day of _____, 2024.

By: _____
LESTER M. MILLER, MAYOR

Attest: _____
JANICE S. ROSS, CLERK OF THE COMMISSION

(SEAL)

Exhibit A





LEGISLATIVE SPONSORS

- | | |
|--|---|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER AL TILLMAN |
-

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION TO AUTHORIZING THE MAYOR TO CLOSE AND ABANDON A PORTION OF RIGHT-OF-WAY ADJACENT TO 142 HILL STREET AND TO REMOVE SUCH PATH FROM THE OFFICIAL ROAD MAP OF MACON-BIBB COUNTY; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, Macon-Bibb County is in receipt of a petition to purchase a portion of right-of-way lying in front of 142 Hill Street; and

WHEREAS,; historically, certain roads in Macon were planned to be wider than the road that was developed, resulting in certain property lines lying much further back than an owner originally expected; and

WHEREAS, over time, property owners obtained encroachments into the rights-of-way, resulting in uneven right-of-way lines and property lines; and

WHEREAS, to encourage economic development in the area, Macon-Bibb County has endeavored to square up the rights-of-way to make properties more attractive to investment while still ensuring g adequate right-of-way for the public use; and

WHEREAS, the owner of 142 Hill Street desires to bring his road-front property line level with that of that of the adjacent property; and

WHEREAS, pursuant to Macon-Bibb County Code of Ordinances Section 25-62, minor streets within the old Macon City limits must maintain a minimum right-of-way width of fifty-five feet (55'); and

WHEREAS, abandoning the petitioned for portion of right-of-way shall cause the right-of-way to be fifty-five feet (55') wide, in compliance with the applicable Ordinance; and

WHEREAS, the Petitioner is the only landowner abutting the petitioned for property and has waived notice by letter; and

WHEREAS, a public hearing regarding the closure and abandonment of this portion of right-of-way is to be held on June 18, 2024, at 5:45 p.m., and notice of such public hearing has been advertised in the Macon Telegraph on June 4, 2024, and June 11, 2022; and

WHEREAS, the Macon-Bibb County Board of Commissioners has considered abandoning the petitioned for portion of right-of-way; and

WHEREAS, the Board of Commissioners of Macon-Bibb County has determined that the petitioned for portion Hill Street has ceased to be used by the public to the extent that no substantial public purpose is served by it and that its removal from the municipal road and rights-of-ways system is in the best public interest; and

WHEREAS the Macon-Bibb County Commission finds this Resolution necessary and proper to promote or protect the safety, health, peace, security, and general welfare of Macon-Bibb County and its inhabitants.

NOW, THEREFORE, LET IT BE RESOLVED by the Macon-Bibb County Commission and it is hereby so resolved by the authority of the same that the Macon-Bibb County Commission authorizes that the petitioned for portion of Hill Street be closed and abandoned, and that it shall no longer be part of the road and rights-of-ways system of Macon-Bibb County.

BE IT FURTHER RESOLVED that the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED That in the event scrivener's errors shall be discovered in this Resolution or in any Exhibits hereto after the adoption hereof, the Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED that the Macon-Bibb County Commission grants the Mayor the authority to take any and all further actions necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as specifically provided herein, any and all ordinances or resolutions or parts of ordinances or resolutions in conflict with this Resolution shall be and the same hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED In the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or upon its adoption into law without such approval.

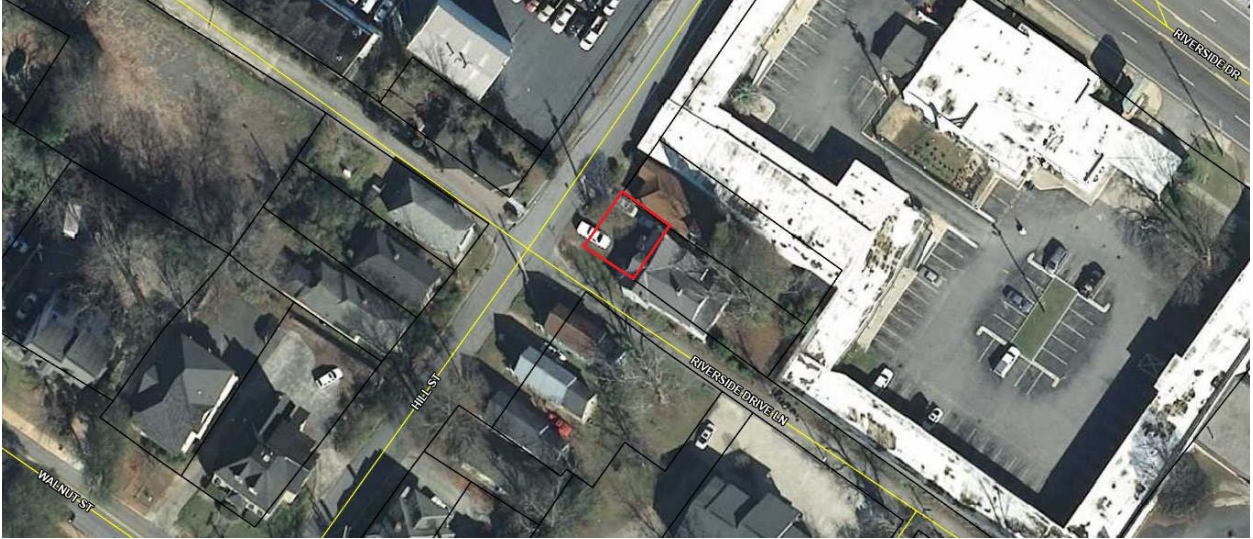
IT IS SO RESOLVED this ____ day of _____, 2024.

BY: _____
LESTER M. MILLER, MAYOR

ATTEST: _____
JANICE ROSS, CLERK OF COMMISSION

(SEAL)

EXHIBIT “A”





LEGISLATIVE SPONSORS

- | | |
|---|--|
| ☒ MAYOR LESTER M. MILLER | ☐ MAYOR PRO TEMPORE SETH CLARK |
| ☐ COMMISSIONER VALERIE WYNN | ☐ COMMISSIONER PAUL BRONSON |
| ☐ COMMISSIONER ELAINE LUCAS | ☐ COMMISSIONER MALLORY C. JONES, III |
| ☐ COMMISSIONER RAYMOND WILDER | ☐ COMMISSIONER BILL HOWELL |
| ☐ COMMISSIONER VIRGIL WATKINS, JR. | ☐ COMMISSIONER BRENDA LYN BAILEY |
-

A RESOLUTION OF THE MACON-BIBB COUNTY COMMISSION AUTHORIZING THE MAYOR TO EXECUTE A QUITCLAIM DEED FOR THE SALE OF FORMER RIGHT OF WAY ADJACENT TO 142 HILL STREET, TOTALING 1400 SQUARE FEET, MORE OR LESS, FOR ITS APPROXIMATE FAIR MARKET VALUE OF \$1400.00, TO MICHAEL & ROSE BRYANT; AND OTHER LAWFUL PURPOSES

WHEREAS, Macon-Bibb County owns an unused section of right-of-way at the corner of Hill Street and Riverside Drive Lane, encompassing 1400 square feet, more or less (the “Property”); and

WHEREAS, over time in this area, certain properties obtained encroachments, resulting in uneven property lines; and

WHEREAS, Macon-Bibb County is in receipt of a Petition to Purchase filed by Michael & Rose Bryant to purchase the unused portion of right-of way lying between their property and the roadway; and

WHEREAS, O.C.G.A. § 36-9-3(h) permits a county to sell parcels of small or narrow strips of real property, so shaped or so small as to be incapable of being used independently as zoned or under applicable subdivision or other development ordinances or land use plans, or as streets, whether owned in fee or used by easement, to abutting property owners where such sales and conveyances facilitate the enjoyment of the highest and best use of the abutting owner's property without first submitting the sale or conveyance to the process of an auction or the solicitation of sealed bids; provided, however, that each abutting property owner shall be notified

of the availability of the property and shall have the opportunity to purchase said property under such terms and conditions as set out by ordinance; and

WHEREAS, Macon-Bibb County Ordinance Section 19-12 (c) further authorizes the conveyance of such properties; and

WHEREAS, the sale or conveyance of such properties may be accomplished without first submitting to the process of an auction or the solicitation of sealed bids; provided, however, that each abutting property owner shall be notified not less than fifteen (15) days nor more than sixty (60) days preceding the day of the auction or, if by sealed bids, preceding the last day for the receipt of proposal; and

WHEREAS, abutting property owners were notified of the Petition to Purchase filed by and their statutory right to bid on the subject Property via letter on May 28, 2024; and

WHEREAS, no abutting property owner other than Petitioner has expressed their desire to bid on the Property; and

WHEREAS, the Property is more particularly described on Exhibit "A", attached hereto and incorporated by reference; and

WHEREAS, the calculated fair market value of this parcel is \$1400.00, based on the assessed value of unimproved adjacent parcels; and

WHEREAS, in accordance with Georgia Law and Section 19-12(c) of the Macon-Bibb County Code of Ordinances, the Macon-Bibb County Commission desires to sell the Property to Old Post Real Estate for \$1,400.00; and

WHEREAS, the sale of the Property will not affect the operations of Macon-Bibb County, and will allow the Property to be returned to the tax digest for ad valorem taxes to be collected on said property; and

WHEREAS, the Macon-Bibb County Commission finds that this Resolution is necessary and proper to promote the health, safety, morals, and welfare of Macon-Bibb County and its inhabitants;

NOW, THEREFORE, LET IT BE RESOLVED by the Macon-Bibb County Commission, and it is hereby so resolved by the authority of the same, that the Mayor is authorized to execute a quit claim deed for the sale of 1400 square feet, more or less, of previously abandoned right-of-way, adjacent to 142 Hill Street, Macon, Georgia, totaling acres, to Michael & Rose Bryant, for the calculated approximate fair market value of \$ \$1,400.00, and to execute a deed of conveyance and any other documents necessary to complete the transaction.

BE IT FURTHER RESOLVED that the Macon-Bibb County Commission hereby declares that the foregoing preamble and whereas provisions set forth hereinabove constitute, and shall be considered to be, substantive provisions of this Resolution and are hereby incorporated by reference into this provision.

BE IT FURTHER RESOLVED that in the vent scrivener's errors shall be discovered in this Resolution or in any exhibit attached hereto after the adoption hereof, the Macon-bibb County Commission hereby authorizes and directs that each such scrivener's error shall be corrected in all multiple counterparts of this Resolution.

BE IT FURTHER RESOLVED the Macon-Bibb County Commission grants the Mayor the authority to take any and all further action necessary to carry out the intents and purposes of this Resolution.

BE IT FURTHER RESOLVED that except as provided herein, any and all ordinances of resolutions or parts of ordinances or resolutions in conflict with this Resolution shall be and the hereby are repealed, and this Resolution shall be in full force and effect from and after its adoption.

BE IT FURTHER RESOLVED In the event that this Resolution or part thereof is found by any court of competent jurisdiction to be substantively more appropriately denominated an act of ordinance by the Macon-Bibb County Commission, it is the intent of this Commission that this Resolution or such portion thereof shall be considered to have been adopted as an ordinance of the Macon-Bibb County Commission. Where any law bearing on the subject matter of this Resolution calls for the taking of any legislative action by the governing authority of Macon-Bibb County, and such law specifies for such action to be taken by resolution or by ordinance, it is the intent of this Commission that this Resolution satisfy such requirement, and that this Resolution be construed accordingly.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its approval by the Mayor or adoption into law without such approval.

SO RESOLVED this ____ day of _____, 2024.

By: _____
LESTER M. MILLER, MAYOR

Attest: _____
JANICE S. ROSS, CLERK OF THE COMMISSION

(SEAL)

Exhibit A

