



CITY OF PORT WENTWORTH

CITY COUNCIL

AUGUST 5, 2021

Council Meeting Room

Special Called Meeting

6:30 PM

7224 GA HIGHWAY 21
PORT WENTWORTH, GA 31407

1. **CALL MEETING TO ORDER**
2. **PRAYER AND PLEDGE OF ALLEGIANCE**
3. **ROLL CALL - CLERK OF COUNCIL**
4. **APPROVAL OF AGENDA**
5. **RECOGNITION OF SPECIAL GUESTS**
6. **ELECTIONS & APPOINTMENTS**
7. **ADOPTION OF MINUTES**
8. **COMMUNICATIONS & PETITIONS**
 - A. City Hall To Serve As An Early Voting Polling Site
 - B. Request for Proposal (RFP) - Metropolitan Savannah Hispanic Chamber of Commerce
 - C. Request for Proposal (RFP) - Port Wentworth Chamber of Commerce
 - D. Request for Proposal (RFP) - Port Wentworth Tourism Bureau
9. **COMMITTEE REPORTS**
10. **CONSENT AGENDA**
11. **UNFINISHED BUSINESS**
12. **NEW BUSINESS**
13. **RESOLUTIONS/ORDINANCES/PROCLAMATIONS**
 - A. ORDINANCE NO. 21-02, Millage Rate, First Reading
 - Public Hearing
 - Action
 - B. ORDINANCE NO. 21-02, Millage Rate, Second Reading
14. **EXECUTIVE SESSION**
15. **ADJOURNMENT**
16. **PUBLIC COMMENTS - REGISTERED SPEAKERS**



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 08/05/21 06:30 PM
Department: City Administrator
Category: Report
Prepared By: Shanta Scarboro
Department Head: Edwin L. Booth

SCHEDULED

AGENDA ITEM (ID # 2481)

DOC ID: 2481

City Hall To Serve As An Early Voting Polling Site

Issue/Item: City Hall To Serve As An Early Voting Polling Site.

Background: A great way to participate in the voting process and have an active role in your community is to have your building serve as polling place for your county, city, state, and federal elections. There are buildings that the elections office will designate to serve as a polling site, but as a community member, you may also suggest a location or volunteer your location.

This is a great outreach opportunity. Every place that serves as a polling site receives a voter asking about the location's services/business.

Facts/Findings: The Director of the Chatham County Voter Registration office, Sabrina German and Ms. Carolyn Childers, Customer Service Representative Supervisor completed a site visit of the 2nd floor Council Chambers on Thursday, July 29, 2021.

Both were impressed with the facilities and hopes Council will approve Chatham County's usage for the upcoming November 2, 2021 General Election and/or any future elections.

The dates for early voting for the upcoming November 2nd election is October 11 thru October 29, 2021.

Recommendation: Approval.



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 08/05/21 06:30 PM
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AGENDA ITEM (ID # 2478)

DOC ID: 2478

Request for Proposal (RFP) - Metropolitan Savannah Hispanic Chamber of Commerce.

Issue/Item: Request for Proposal (RFP) - Metropolitan Savannah Hispanic Chamber of Commerce.

Background: The City of Port Wentworth, Georgia is authorized by the State of Georgia to levy and collect an excise tax upon hotels and motels in the City. The City may spend a percentage of the excise taxes for the purpose of promoting tourism, trade shows and for promoting, attracting, stimulating, and developing conventions and tourism in the City, etc.

As a result, a Request for Proposal (RFP) for any organization defined under Official Code of Georgia, Section 48-13-50.2 as being eligible to receive such designated tax funds and use them for the purposes intended by law was posted on June 3, 2021 with a deadline for submissions being set for July 6, 2021 by 5:00 p.m.

Those organizations that submitted a proposal will be given the opportunity to elaborate on how their organization would use the funds for the benefit of the City and the Citizens of Port Wentworth.

ATTACHMENTS:

- Metropolitan Savannah Hispanic Chamber of Commerce (PDF)



HISPANIC

CHAMBER OF COMMERCE OF METROPOLITAN SAVANNAH

Tu Cámara de Comercio En Español

info@msvhcc.org
www.msavhcc.org

Bylaws Of The Metropolitan Savannah Hispanic Chamber of Commerce, Inc.

As of: 27 November 2014

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ARTICLE I - NAME AND PURPOSE

Section 1.1. Name - This organization is incorporated under the laws of the State of Georgia and shall be known as Metropolitan Savannah Hispanic Chamber of Commerce, herein after referred to as the "MSAVHCC", or The Chamber.

Section 1.2. Incorporation - The MSAVHCC is organized pursuant to the Georgia Nonprofit Corporation Code. MSAVHCC shall observe all local, state, county and federal laws that apply to tax-exempt entities as defined in 501(c) (6) of the Internal Revenue Code. No part of the net earnings of this corporation inures to the benefit of any private shareholder or individual.

Section 1.3. Purpose - The mission of the Chamber is to provide leadership and support to the economic development of the Hispanic business community of the Savannah Metropolitan Area. Our vision is to be the economic development organization of choice in the Savannah metropolitan area for Hispanics when starting, operating, and growing a successful business enterprise, and to the community at large when seeking to partner with Hispanic businesses.

Section 1.3. Goals - The goals of the Chamber are:

- a. To develop and strengthen the relationship with Hispanic companies, organizations, professionals, corporations, and many cultural and civic entities in Metropolitan Savannah.
- b. To promote programs, events, resources and activities aimed at improving the economic development of Hispanics in the region.
- c. To serve as the gateway for large organizations and national corporations to connect with the Hispanic business community in Metropolitan Savannah.
- d. support other organizations that recognize the contributions Hispanic businesses bring to the nation, and the community at-large.
- e. To support and promote those entities that actively recognize the Hispanic integration and allowing for the preservation of the Hispanic heritage.
- f. To recognize the achievement of Hispanic individuals and companies that have been a positive influence in the Metropolitan Savannah area.

Section 1.4 Parliamentary Procedure. All Board of Directors (hereinafter "The Board" or "Directors") and General Membership meetings shall be governed by the latest edition of the Robert's Rules of Order, in as much as the rules do not conflict with these Bylaws.

Section 1.5 Financial Records. The financial records of the Chamber shall be either audited or reviewed, as decided by its duly elected Board of Directors, on an annual basis by either an auditor or Certified Public Accountant, as decided by the Board, to be recommended by the President and approved by the Executive Committee of the Board.

Section 1.6 Registered Office. The principal office of this organization shall be in Savannah, Chatham County, Georgia with address of 105 Blueberry CT, Savannah, GA 31419.

ARTICLE II - MEMBERSHIP

Section 2.1. Eligibility. All individuals, organizations, governmental agencies, business owners, entrepreneurs, and entities doing business with or who wish to engage in business with Hispanic individuals, Hispanic-owned organizations, or serve the Hispanic communities located mainly in Metropolitan Savannah and Southeast Georgia Coastal Area shall be eligible to apply for membership in the MSAVHCC.

For purposes of these Bylaws, the term "Hispanic" shall mean a person of Cuban, Mexican, Puerto Rican, Dominican, South or Central American descent regardless of color, age, religion, gender, or political affiliation.

Section 2.2. Approval. An applicant, who meets the guidelines set and approved by the Board, shall become a member upon approval by the President of MSAVHCC or by approval of the Chairperson of the Membership Committee, if such a committee is established.

Any other applicant shall become a member upon approval by the Board, which has full authority to establish and maintain any criteria regarding categories and types of membership, and the components of each category of membership, including membership period and the dues amount for each such category. Either the Board or the President may deny membership to any entity or individual with or without cause. Said membership shall be non-transferable.

Section 2.3. Membership. Each member must meet the eligibility requirements set forth in Section 1 of this Article and the criteria set by the Board for entitlement to membership, and shall pay dues as established by the Board. All membership is annual unless the membership category is assigned an alternative membership period. There will be three (3) types of membership; General, Associate, and Corporate.

a. General membership – has all the benefits of the membership category that dues were paid for and is entitled to vote on Chamber issues or direction including the election of Chamber Board of Directors.

b. Associate membership – has all the benefits of the membership category that dues were paid for but cannot vote on Chamber issues or direction.

c. Corporate member - Each corporate member that is paying dues at a \$5,000 or higher membership category may designate up to three (3) persons to represent its interests and to exercise all rights and privileges of the organization's membership in the MSAVHCC.

Section 2.4. Dues. Membership dues, by classification, shall be in such amounts and shall be paid at such a time and a place as may be prescribed from time to time by the Board.

Section 2.5. Membership Meetings. Membership meetings shall be held at a minimum once per year to review the actions taken during the prior year.

ARTICLE III - BOARD OF DIRECTORS

Section 3.1. Composition of the Board. The Board shall be composed of a minimum of seven (7) persons and a maximum of twenty-one (21) persons. Only individuals who are dues-paying members of the MSAVHCC and who are current in payment of their dues may be elected to the Board. MSAVHCC aspires to have a Board reflective of the diverse interests of the Hispanic community and attuned to its needs; therefore, Board Members should be able to demonstrate cultural competence in dealing with the Hispanic community, including proficiency in the Spanish language. Unless otherwise determined by the Board, at least seventy percent (70%) of all members of the Board shall be Hispanic. Exceptions to these criteria will be made at the discretion of the Board. To be eligible to be elected to the Board, all individuals must meet all other criteria for Board membership eligibility that are adopted by the Board including signing MSAVHCC Board Code of Ethics and MSAVHCC Confidentiality Agreement. Members in good standing that elect not to sign both agreement will not be able to become Directors.

Section 3.2. Election of the Board. Members of the Board ("Board Members") at least annually or otherwise as needed based on vacancies on the Board.

Section 3.3 Votes. Officers and Directors shall be part of the Board and shall have the right to participate in and vote on the decisions of the Board.

Section 3.4. Management and Control. The Board shall be the governing body of the MSAVHCC. The Board shall have the authority to hire the MSAVHCC President to manage the day-to-day operation of the MSAVHC. It is the authority of the President to hire or terminate employees subject to any restrictions on such authority as imposed by the Executive Committee. The President is responsible for the daily operations of the Chamber as well as for employees and personnel hired to carry the Chamber's Mission.

Section 3.5. Organization of the Board. The Board shall establish the number of committees and their respective functions.

a. Executive Committee. The MSAVHCC's Executive Committee shall consist of Chair of the Board, President, Vice Chair, Treasurer, Secretary and up to three (3) other Directors appointed by the Chair. The Board of Directors hereby delegates to the Executive Committee all of the powers of the Board of Directors, except power to amend the Bylaws, but such delegated power may be revoked by the Board.

The Executive Committee, under the leadership of the Chair of the Board, shall be responsible for reviewing the MSAVHCC's compliance with rules and regulations, reviewing organizational documents such as the Bylaws, reviewing all suggestions for nominees to become directors or officers of the MSAVHCC and any committees, and serve as brand ambassadors for the MSAVHCC. The Executive Committee will be responsible for any action and performance evaluations of the President as well as fixing its compensation structure.

b. Directors At Large. Directors At Large will:

1. Chair standing committees and sub-committees to which they have been appointed by the Chair of the Board.
2. Contribute membership referrals regularly and help secure at least three (3) new members (Small Business level or higher) per year.
3. Participate in At Large Board of Directors meetings and decision making process of the organization.
4. Participate and contribute as members of committees and sub-committees.
5. Serve as brand ambassadors for the MSAVHCC.
6. Maintain all records relating to their office.

c. Special Committees. When the Board deems it advisable or convenient, it shall establish special committees of the Board to manage and operate the MSAVHCC's affairs and to implement the MSAVHCC's programs and policies.

Section 3.6 Compensation. Officers and Directors shall not be entitled to compensation unless otherwise approved by the two-thirds (2/3) of the Board eligible to vote. All full and part-time compensation packages shall be recommended by the President and approved by the Board. Employment at the MSAVHCC is subject to a comprehensive agreement approved by the Board and in accordance with the laws of the State of Georgia.

Section 3.7 Standing. All members of the Board must be members in good standing and remain in good standing as members of the Chamber during their entire term of office.

Section 3.8 Tenure. The Chair of the Board will hold office for a maximum period of 24 months, approved annually by the Board of Directors, and may serve for one (1) term. Directors of the MSAVHCC shall hold office from the first day of the fiscal year beginning after their election, until the expiration of a thirty-six (36) month term, unless a Director's tenure is terminated earlier by his or her death, disability, removal or resignation. Directors may serve for no more than three (3) consecutive terms.

At the first election of Board Members and after this date, between four (4) and seven (7) Board Members as determined by the Board will be elected to one-year initial terms with the remaining Board Members elected to three year initial terms so that all Board Members will have staggered terms.

Section 3.9. Replacement. Should a Board member become unable to complete his/her term, or should he/she be removed as provided in herein, the Chair shall promptly appoint a member in good standing to complete the term, subject to prior approval of the Board by majority vote.

Section 3.10. Removal or Resignation. A director may be removed from office with or without cause by a two-thirds (2/3) majority vote of the MSAVHCC's Board at a meeting called for the purpose of removing the director, provided that the fact of the vote on a director's removal must be included in the notice of the meeting at which such removal is to be voted upon. Any director may resign at any time by giving written notice to the Board, the Chair or the Secretary of the MSAVHCC, and unless otherwise specified in such notice, such resignation shall take effect upon its delivery to the Board or individual to whom such notice was properly given. A resignation need not be accepted before it becomes effective.

Section 3.11 Other Duties. In addition to the duties stated under Article VI below, each Board member shall perform such other duties as may be required or assigned from time to time by the members or the Board, as well as duties customarily incident to his/her office.

Section 3.12. Vacancies. The Board shall fill any vacancies arising on the Board.

ARTICLE IV - OFFICERS

Section 4.1. Officers. The MSAVHCC's Officers shall consist of a Chair of the Board, President, Vice Chair, Secretary, and a Treasurer each of whom shall be elected in accordance with the Bylaws. The election or appointment of any Officer shall not itself create contract rights for any such officer. Any officers of the MSAVHCC shall exercise such powers and perform such duties as shall from time to time be determined by the Board.

Unless otherwise determined by the Board, each officer of the MSAVHCC shall be a current Board Member, Hispanic and Spanish-fluent. For purposes of these By-Laws, the term "Spanish-fluent" or "Spanish proficient" shall mean the ability to communicate effectively in oral and written form in Spanish.

During the first year of the Chamber, two (2) or more offices may be held by the same person. The Chair may appoint an individual to hold the other office if necessary. After the first year and thereafter two (2) offices may be held by the same person except the offices of Chair, President and Secretary.

Section 4.2. Election and Term of Office. The officers of the MSAVHCC shall be elected by the Board from nominees recommended by the Executive Committee to terms of two (2) years. All nominees shall be current Board Members. No officer may be elected to or may serve more than two (2) consecutive terms in the same office. New officer positions may be created and filled at any meeting of the Board.

A. Procedures for Election of the Officers of the Board of Directors

1. General elections of the Board will be held in the last quarter of the year ending appointment time frame in accordance with Section 3.8.
2. An Elections Committee Chair shall be appointed by the Chair of the Board in concurrence with the President.
3. The Chair of the Elections Committee will appoint the members of the committee. The President of the MSAVHCC will be a non-voting member of this committee.
4. Nominations for elections as a Board member shall be submitted in writing to the committee chair. Any member can nominate any other member, and can nominate him/herself, unless the standing for election by the potential nominee would otherwise be prohibited by these Bylaws.
5. The Elections Committee will determine and prepare a proposed slate of nominees. The proposed slate shall go to the Board for approval no later than the December board meeting of the year ending the Director's time in office. After Board approval, the slate will be emailed to the General Membership for election and vote prior to December 31 of the year ending the Director's time in office.
6. The election will be by electronic vote requiring a majority. In the case of a tie, there will be a runoff vote.
7. The Elections Committee Chair will certify the Elections.
8. The Elections Committee will approve all election materials prior to its distribution via newsletter, internet or other

media. All election materials that are submitted in favor of candidates shall be published simultaneously, whether by newsletter, Internet or other.

Section 4.3 Vacancies. Any vacancy in any officer position because of death, resignation, removal, or otherwise, shall be filled by the Board. The Board, at its discretion, may delegate this responsibility to the President or to any other officer of the board.

Section 4.4 Chair of the Board. The Chair of the Board shall be an officer and, subject to the direction of the Board, shall perform such executive, supervisory and management functions and duties as may be assigned to him or her by the Board. The Chair of the Board will preside over MSAVHCC's Board meetings and lead the Executive Committee.

Section 4.5 President. The President is a permanent position and part of the full time staff of the MSAVHCC. The President shall be reimbursed for all expenses incurred during the course of his or her job duties which include memberships to clubs and professional associations within the Savannah Metro area as budgeted and/or approved by the Board. The President shall be an officer and, subject to the direction of the Executive Committee, shall perform such executive, supervisory and management functions and duties as may be assigned to him or her by the Board. The President will preside over meetings whenever the Chairman of the Board and Vice Chair are not available. Additionally, the President shall:

1. Serve as the spokesperson and primary leadership point of contact for the MSAVHCC.
2. Lead and manage the day-to-day operations of the MSAVHCC, full and part-time staff, and all associated parties.

Section 4.6 Vice Chair. The Vice Chair shall be an officer and, subject to the direction of the Board, shall perform such executive, supervisory and management functions and duties as may be assigned to him or her by the Board. The Vice Chair will preside over meetings or act on behalf of the Chair whenever MSAVHCC's Chair is not available.

Section 4.7 Secretary. The Secretary shall attend the meetings of the Board and record all votes and the proceedings of the meetings to be kept for that purpose, and shall perform like duties for committees if requested or required. The Secretary will give notice of all meetings (through electronic communication or any other approved means) of the Board and shall perform such other duties as may be prescribed by the Board, Chair of the Board, or President. The Secretary shall act under the supervision of the Chair of the Board and President. The Secretary shall maintain and update Bylaws and other governing documents as directed by the Chair of the Board.

Section 4.8 Treasurer. The Treasurer shall oversee MSAVHCC's funds and other valuable assets, including securities, and shall keep full and accurate accounts of receipts and disbursements in books belonging to MSAVHCC, and shall deposit all moneys and other assets in MSAVHCC's name and to its credit in such depositories as may be designated by the Board. The Treasurer shall disburse the MSAVHCC's funds as may be ordered by the Board, taking proper vouchers or such disbursements, and shall render to the Chair of the Board and the Board whenever required an account of the Treasurer's transactions and of the MSAVHCC's financial condition. Additionally, the Treasurer shall:

1. Prepare monthly financial statements for the Board.
2. Coordinate the membership renewal notice to each member 30 days before their anniversary date.
3. Be one of the checking or savings account co-signers.

Section 4.9 Conduct. All Officers, Directors and staff are expected to demonstrate the organization's core values and conduct themselves in a manner that is professional, respectful and appropriate for their positions.

Section 4.10 Compensation of Officers. Officers, except the President, shall not be compensated, except that they submit in writing a request for reimbursement for activities undertaken on behalf of the Board. Such activities will have gained the prior approval and consent of the Board.

ARTICLE V - INDEMNIFICATION AND COMPENSATION

Section 5.1 Indemnification in General. To the greatest extent permitted by applicable law, the MSAVHCC shall indemnify each director, officer, employee, committee member and any other person acting on behalf of the MSAVHCC or at

the direction of an officer or the Board against liability, fines, penalties and claims imposed on or asserted against him or her, including any amounts paid in settlement and any attorney's fees or other expenses incurred in connection therewith by reason of having been a director, officer, employee, committee member or any other person acting on behalf of the MSAVHCC or at the direction of an officer of the Board as the case may be, whether or not the individual is then continuing in that capacity. This right of indemnification is not exclusive of any other rights any officer or director may have against any person.

Section 5.2 Gross Negligence or Willful Misconduct. No person shall be indemnified in connection with any matter in which: (1) he or she shall have been finally adjudged to have been guilty of gross negligence or willful misconduct in the performance of his or her duties as a director, officer, employee, committee member and any other person acting on behalf of the MSAVHCC or at the direction of an officer or Board or (2) if there is a settlement, the MSAVHCC is advised by its Board that the person, if a director, officer, employee, committee member or any other person acting on behalf of the MSAVHCC or at the direction of an officer or Board, was guilty of gross negligence or willful misconduct in the performance of his or her duties as a director or officer, employee, committee member or any other person acting on behalf of the MSAVHCC or at the direction of an officer or the Board.

Section 5.3 Definitions. Every reference to "director", "officer", "committee member", "employee" or any other person acting on behalf of the MSAVHCC or at the direction of an officer or Board, in this article includes both serving and former directors, officers, committee members, employees and any other person acting on behalf of the MSAVHCC or at the direction of an officer or Board and persons who may have served at the request of the MSAVHCC as a director or officer of another trust or corporation in which the MSAVHCC is the grantor, a beneficiary, owns shares of stock, is a creditor, or to which it contributes in the case of a non-stock corporation. It also includes the administrators, personal representatives and executors of the estates of such persons.

ARTICLE VI - AUTHORITY

Section 6.1 Authority - The primary power and authority of the MSAVHCC shall be vested in its Board; provided however, that the President and his officers shall manage the day-to-day affairs of the MSAVHCC. The Chair of the Board and the President shall be the primary spokespersons for the MSAVHCC and shall be empowered to act in any official capacity on any and all matters pertaining to the MSAVHCC. No action by any Board member or employee shall be binding upon or constitute an expression of or the policy of the MSAVHCC until it has been approved or ratified by the Board.

ARTICLE VII - FINANCES

Section 7.1. Deposits. All funds of the MSAVHCC shall be deposited daily to the credit of the MSAVHCC in such banks, trust companies or other depositories as shall be determined by the President and/or Treasurer and approved by the Board.

Section 7.2. Signatures. All checks, drafts, promissory notes and other evidence of indebtedness of the MSAVHCC shall be signed by the Treasurer (or a designee which has been approved by the Board) and countersigned by the President (or a designee which has been approved by the Board). The Board may approve limitations on the signatures by the designees.

Section 7.3. Fiscal Year. The business year of the MSAVHCC shall be a fiscal year from January 1 to December 31st, inclusive. However, the Board shall have the authority to change the fiscal year.

Section 7.4. Annual Audit. The accounts of the MSAVHCC shall be audited (uncertified) annually after the close of its business year by a certified public accountant selected by the Board. Compiled financial reports and/or audit reports shall be presented to the Board annually. A certified audit may be required every other year. All Board Members of the MSAVHCC shall have the right, at the office of the MSAVHCC, to review any final audit report during regular business hours and upon appointment.

Section 7.5 Disbursements. Notwithstanding the powers of the Executive Committee, unbudgeted expenses exceeding one thousand dollars (\$1000) per occurrence and/or one thousand dollars (\$1000) per event (in total) must be approved by the Board. Any disbursements or payments above one thousand dollars (\$1000) must be countersigned or approved by the Treasurer and the Chair, or in the absence of the Board Chair, by the Vice Chair.

ARTICLE VIII - VOTING RIGHTS AND MEETINGS

Section 8.1 Voting. At any meeting of the MSAVHCC Board, each director shall be entitled to one (1) vote on any matter. Proxy votes will be allowed in writing for specific actions or decisions that need to be made by the Board. Proxy votes must be communicated to the Chair and Secretary, in writing, at least three days prior to the meeting and must state which voting items are included.

Section 8.2 Majority Vote. Voting at any Board and General Membership meetings will be decided by a simple majority, unless otherwise stated by these Bylaws.

Section 8.3 Notice. Notice of each regular meeting shall be given at least seven (7) days before each meeting is called. Notice shall be provided to all members of the Board in writing or via electronic mail.

Section 8.4 Order of Business. At any meeting of the MSAVHCC Board, or Committees, ordinary parliamentary procedures will be followed, and the Chair of the meeting shall establish the order of business. The order of business shall, in all events, include the following items:

1. Calling of the meeting to order
2. Declaring that notice of the meeting has been given or waived
3. Declaring that a quorum is present
4. Reading and approving the minutes of the prior meeting, or waiver thereof
5. Transacting new and old business
6. Receiving reports
7. Electing officers and directors, where appropriate
8. Adjourning

Section 8.5 Minutes. A written record of the actions taken at any meeting of the Board will be made by the MSAVHCC's Secretary or by any other person requested by the chair of the meeting (collectively, the "Chair of the Meeting").

Section 8.6 Quorum. A quorum of the MSAVHCC's Board is required for action to be taken at any meeting. A quorum is at least 50% of the number of directors elected. The act of a majority of the members of the Board present at a meeting at which there is a quorum constitutes an act of the Board. Less than a quorum of the Board may adjourn a meeting.

Section 8.7 Secretary of the Meeting. The Secretary of all Board meetings shall be (in order of priority):

1. MSAVHCC's Secretary
2. Anyone appointed by the Chair

Section 8.8 Board Meetings. The MSAVHCC Board shall take all actions at meetings to be held, at such time and place as the Board shall determine. All actions at such meetings shall be taken by resolution adopted by an affirmative vote of a majority of the members voting and entitled to vote at such meeting. The Chair of the Board shall lead and facilitate all meetings. In the absence of the Chair, the Vice Chair will conduct the meetings. If the Vice Chair is unavailable, the President or other officer will run the meeting as requested by the Chair.

Section 8.9 Annual Meeting. The MSAVHCC Board shall have an annual meeting each year at a time and place to be determined by the Board. During this meeting strategies, budgets, and all pertinent matters relating to the next fiscal year shall be discussed.

Section 8.10 Regular Meetings. The MSAVHCC Board shall have such additional regular meetings as it may determine.

Section 8.11 Special Meetings. Special meetings of the MSAVHCC Board may be called by the Chair of the Board or the affirmative vote of a majority of the Board of Directors for any purpose which the Chair of the Board, or a majority of the Board of Directors, deems appropriate.

Section 8.12 Action without Meeting. The Board may act without a meeting, in the event of an emergency where a time sensitive decision needs to be made and the Board cannot meet or a quorum be established. Consent must be submitted in writing by each Board Member setting forth the actions authorized. Majority approval by elected Board Members is required. The consent must be sent to the Chair, President and Secretary. A written consent and electronic approval may be accomplished by one or more electronic transmissions as approved by the Executive Committee and coordinated by the Secretary and/or staff.

ARTICLE IX - DISSOLUTION

Section 9.1. In the event of dissolution, no part of the net earnings of the Chamber shall inure to the benefit of any member, trustee, director, officer of the organization, or any private individual (except that reasonable compensation may be paid for services rendered to or for the organization), and no member, trustee, officer of the Chamber or any private individual shall be entitled to share in the distribution of any of the organization's assets upon dissolution.

ARTICLE X - AMENDMENTS

Section 10.1. These Bylaws of the MSAVHCC may be altered, amended or repealed and new bylaws may be adopted only after a vote of at least two-thirds (2/3) of the members of the Board who are present at any regular meeting of the Board or at any special meeting of the Board, if at least fifteen (15) days notice is given of the general intention to alter, amend, repeal or to adopt new by-laws at such meeting.

Section 10.2 Bylaws may be amended, repealed or changed as recommended by a two-thirds (2/3) majority vote by the Board. The Board may also amend the Bylaws by two-thirds (2/3) majority vote without having received recommendations by an appointed Bylaws Committee.

Section 10.3 Should a particular article or clause in the Bylaws be found to be unenforceable, the remaining Bylaws shall remain the official mandate and be binding in the manner of which they were intended.

Section 10.4 These Bylaws shall come into force as of the date of approval by the Board. Any Director who holds office as of the date of approval shall count his/her present term as the first term for purposes of counting the limit of consecutive terms in accordance with Section 3.8 of this document.

Section 10.5 Voting for Amendments to the Bylaws shall be reserved for Directors with at least six (6) months tenure on the Board of Directors.

ARTICLE XI - GENERAL

Section 11.1. Certificate of Membership. The Board may provide for the issuance of a certificate evidencing membership in the MSAVHCC, which certificate shall be signed by the President and sealed with the seal of the MSAVHCC. The name of each member and the date of issuance of the certificate shall be entered on the records of the MSAVHCC. If any certificate is lost, mutilated, or destroyed, a new certificate may be issued on such terms and conditions as the Board may determine. The MSAVHCC may deliver such certificate to a member in person or through use of the mail. Members will also receive a Membership sticker to be placed on establishment door, and a wallet size membership card.

Section 11.2. Books and Records. The MSAVHCC shall keep at the principal office, complete and accurate books and records which shall include, at a minimum, all financial records, all minutes of its meetings, a listing of the names and addresses of its Board and its membership and all such records necessary to carry out business purposes of the MSAVHCC.

Section 11.3. Seal. The Board may provide a corporate seal, which shall be enclosed and contain the name of the MSAVHCC.

Section 11.4. Inspection of Bylaws. The corporation shall keep in the principal office for the transaction of business, the original or a copy of these By-Laws as amended, duly certified by the Secretary, which shall be open to inspection by all of the MSAVHCC's members and to all then current members of the Board of the MSAVHCC at all reasonable times upon their written request.

ARTICLE XII - PARLIAMENTARY PROCEDURE

Section 12.1 Procedures - All questions of parliamentary procedure shall be governed by the charter of the MSAVHCC and/or by these By-Laws, if applicable. Where not applicable, Roberts Rules of Order - Newly Revised, by Gen. Henry M. Robert, revised by Sarah Corbin Robert, and shall govern.

ARTICLE XIII - LANGUAGE

Section 13.1 Language - The language to be used in the business dealings within Chamber members will be either Spanish or English. These By-Laws once approved will be translated into Spanish by a Certified Translator and approved by the Board. The translated document will be considered an official document of the Chamber.

ARTICLE XIV STANDING AND SPECIAL COMMITTEES

Section 14.1 Appointment. All Committee Chairs will be appointed by the Chair of the Board with the concurrence of the MSAVHCC's President.

Section 14.2 Business Development Committee. The Business Development Committee shall consist of a number of members as determined by the Board of Directors. Overall, the Business Development Committee will be responsible for the membership growth and will be the main revenue growth engine of the MSAVHCC. The Business Development Committee may be comprised of Sub-Committees as the Board sees applicable.

Section 14.3 Media and Public Relations Committee. The Media and Public Relations Committee is responsible for creating brand recognition and awareness for MSAVHCC with both members and non-members while maintaining good relations with all media outlets. This committee is responsible for ensuring MSAVHCC events and news are released to city and regional publications and media outlets in an effort to gain awareness of what MSAVHCC and business members do for, and in, our community and attract new professionals to the Chamber in cooperation with Membership. Members of the media industry could be invited by the President, with concurrence of the Chair of the Board, to join the Media and Public Relations Committee. This committee has two main purposes which are:

1. For the region and membership to be considered THE place to come for Small Business resource expertise, and;
2. To promote the programs and value of MSAVHCC to drive more members to ACTIVATE their membership participation. The ultimate purpose is to advance the small business resource as part of the business community to work with large corporations.

Section 14.4 Finance and Administration Committee. The Finance and Administration Committee will be responsible for maintaining, reviewing and communicating all financial data to the Board on a monthly basis. This Committee will be developing budgets, financial forecasts and make recommendations to the Board on financial and administrative matters. An annual budget must be approved by the Board no later than December 31st of each year for the following calendar year. This committee will oversee all Human Resource functions and decisions, develop plans, and make recommendations to the Chair and Board for approval. It is also responsible for documenting and reporting the inventory of the Chamber and identifying all donations received as well as all inventory items sold or disposed of in any manner.

Section 14.5 Reporting. Each committee shall report to the Board on the activities and goals of the committee on a regular basis, or as requested by the Chair of the Board.

Section 14.6 Other Committees. The Board may, by majority vote, establish such other standing or special committees and/or sub-committees as it deems advisable and may fix the number of members of such committees, their terms of office and their authority.

Section 14.7 – General Rules Governing Committees. Any committee established by the Board may hold regular and special meetings. Each committee shall establish its own rules of procedure and shall meet at such times and places as may be provided for in such rules. Committee members are required to be members in good standing with the Chamber.

Section 14.8 Exception to this Article. In the event that any standing or special committee cannot be formed, including for reasons of cost or expediency, the duties and functions of these committees shall be performed by the Executive Committee. The Executive Committee, however, will strive to establish all of the committees in this article within 2 years of the execution of these bylaws.

ARTICLE XV CONFLICT OF INTEREST, CONFIDENTIALITY, AND ETHICS

Section 15.1 Code of Ethics. Board members have a duty to subordinate personal interests to the welfare of MSAVHCC and those we serve. Conflicting interests can be financial, personal relationships, status or power.

Board members and employees are prohibited from receiving gifts, fees, loans, or favors from suppliers, contractors, consultants, or financial agencies, which obligate or induce the board member or employee to compromise responsibilities to negotiate, inspect or audit, purchase or award contracts, with the best interest of MSAVHCC in mind.

Board members and employees are prohibited from knowingly disclosing information about MSAVHCC to those who do not have a need to know or whose interest may be adverse to MSAVHCC, either inside or outside MSAVHCC. Nor may board members or employees in any way use such information to the detriment of MSAVHCC.

Board members or employees may not have a significant financial interest in any property which MSAVHCC purchases, or a direct or indirect interest in a supplier, contractor, consultant or other entity with which MSAVHCC does business.

Since it is not possible to write a policy that covers all potential conflicts, board members and employees are expected to be alert for and avoid situations which might be construed as conflicts of interests.

Any possible conflict of interests on the part of any board member should be disclosed to the other board members and made a matter of record, either through an annual procedure or when the interest becomes a matter of board action.

Any board member having a conflict of interests or possible conflict of interests should not vote or use his/her personal influence on the matter, and he/she should not be counted as part of a quorum for the meeting. The minutes of the meeting should reflect that a disclosure was made, the abstention from voting and the quorum situation.

These restrictions should not be construed as preventing the board member from briefly stating his/her position in the matter, nor from answering pertinent questions of other board members, since his or her knowledge could be of assistance to the deliberations.

Section 15.2 Conflict of Interest Statement. All board members will be required to complete the Conflict of Interest Statement. This policy will be reviewed by the board and given to each board member for signature annually.

Section 15.3 Confidentiality Agreement. As a requirement for service on the MSAVHCC board, all board members will be required to read and sign the Confidentiality Agreement annually as a requirement for service on the MSAVHCC board, all board members will be required to read and sign the confidentiality agreement annually.

Section 15.4 Code of Ethics Pledge. As a member of the MSAVHCC board, Board Members shall read and understand the Code of Ethics Pledge in the Board Member Assurances - Attachment 1.

ATTACHMENT 1 - BOARD MEMBER ASSURANCES

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Board Member Conflict of Interests Agreement

I have read and am familiar with the MSAVHCC board policy concerning conflict of interests, and I have initialed the line opposite the appropriate paragraph below.

_____ During the past year, neither I, nor to the best of my knowledge, any member of my family has had an interest or taken any action which would contravene the policy of this board.

_____ During the past year, neither I, nor to the best of my knowledge, any member of my family has had an interest or taken any action which would contravene the policy of this board, except such interest or action fully disclosed below:

Board member signature _____ Date _____

Board Member Name _____

Board Member Confidentiality Agreement

As a member of the MSAVHCC board, I acknowledge the importance of confidentiality with respect to the affairs of MSAVHCC. In light of this acknowledgement, I agree to keep confidential, during and after service on the board, all confidential information acquired pertaining to MSAVHCC and any related activities in the course of membership on the board.

____ I particularly recognize the sensitivity of information regarding capital decisions, real estate purchases, decisions regarding closures, mergers and other strategic plans that may have impact on MSAVHCCs competitive position relative to other organizations.

____ I agree that this confidentiality agreement includes, but is not limited to:

Information pertaining to performance of MSAVHCC employees or staff including evaluation data, compensation, and grievances.

Issues related to the board's legal, moral and regulatory responsibility for the oversight of statistical data, risk management information and litigation information, and reviews of attitudes and opinions from those who work at MSAVHCC.

____ I understand that it is the board chairperson's responsibility to address infractions of confidentiality by individual board members and to take action to remedy the problem.

____ I also understand that if infractions of confidentiality by individual board members continue, it is the expectation that the board chairperson will ask for the resignation of the individual board member who has violated this confidentiality agreement.

____ I agree to resign my board membership if requested by a majority vote of the board members for any confidentiality infraction.

Board member signature

Date

Board Member Name

Attachment: Metropolitan Savannah Hispanic Chamber of Commerce (2478 : Request for Proposal (RFP) - Metropolitan Savannah Hispanic

The MSAVHCC Board Code of Ethics Pledge

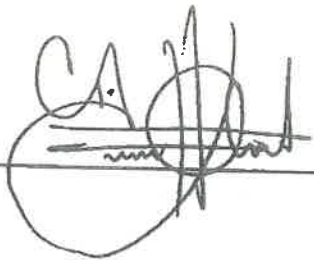
As a member of the MSAVHCC board, I will...

- ✓ listen carefully to my teammates, and those served by MSAVHCC.
- ✓ respect the opinion of other board members.
- ✓ respect and support the majority decisions of the board.
- ✓ recognize that all authority is vested in the board when it meets in legal session and not with individual board members.
- ✓ keep well-informed of developments that are relevant to issues that may come before the board.
- ✓ participate actively in board meetings and actions.
- ✓ call to the attention of the board any issues that I believe will have an adverse effect on MSAVHCC or those we serve.
- ✓ attempt to interpret the needs of constituents to MSAVHCC and interpret the action of MSAVHCC to its constituents.
- ✓ refer constituent or staff complaints to the proper level on the chain of command.
- ✓ recognize that the board member's job is to ensure that MSAVHCC is well managed, not to manage MSAVHCC.
- ✓ vote to hire the best possible person to manage MSAVHCC.
- ✓ represent all constituents of MSAVHCC and not a particular geographic area or special interest groups.
- ✓ consider myself a "trustee" of MSAVHCC and do my best to ensure that MSAVHCC is well maintained, financially secure, growing and always operating in the best interests of constituents.
- ✓ always work to learn more about the board member's job and how to do it better.
- ✓ declare any conflict of interests between my personal life and my position on the MSAVHCC board, and avoid voting on issues that appear to be a conflict of interest.

As a member of the MSAVHCC board I will not...

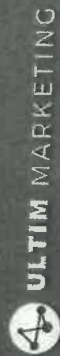
- ✓ be critical, in or outside of the board meeting, of other board members or their opinions.
- ✓ use MSAVHCC or any part of MSAVHCC for my personal advantage or the personal advantage of my friends or relatives.
- ✓ discuss the confidential proceedings of the board outside the board meeting.
- ✓ promise prior to a meeting how I will vote on any issue in the meeting.
- ✓ interfere with duties of the executive Board or undermine the executive's Board authority.

I hereby certify that these Bylaws of the Metropolitan Savannah Hispanic Chamber of Commerce consisting of fifteen (15) Articles and seventeen (17) pages including attachments have been adopted by at least two-thirds (2/3) majority vote of the Board of Directors as provided in the Bylaws at the time of the vote, on November 27, 2014.

SIGNED:  _____ Date: 12/19/14

Diana Arevalo, BOARD SECRETARY

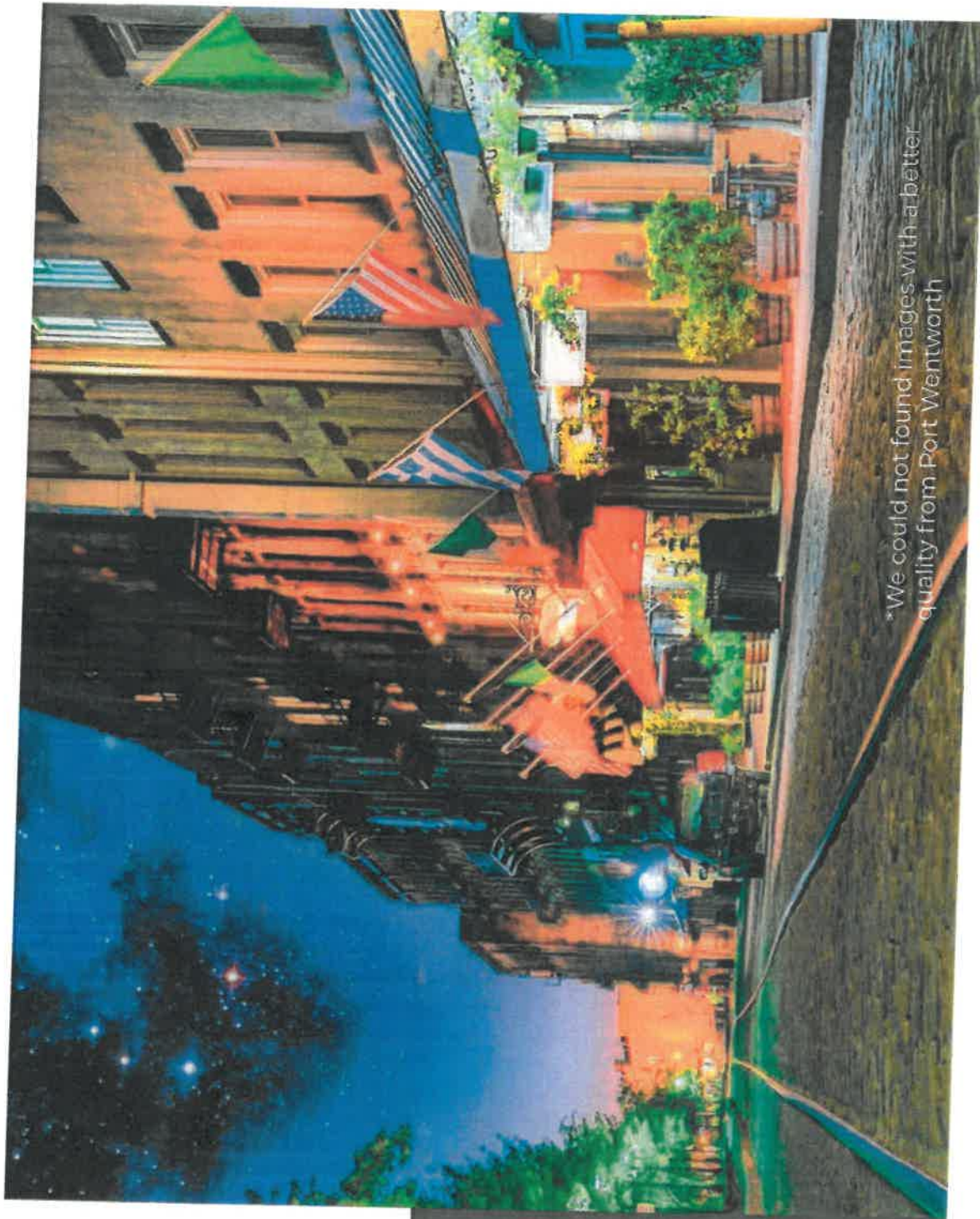
Attachment: Metropolitan Savannah Hispanic Chamber of Commerce (2478 : Request for Proposal (RFP) - Metropolitan Savannah Hispanic



PROPOSAL
July 1st, 2021

Port Wentworth

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*We could not find images with a better quality from Port Wentworth



OBJECTIVE

The objective of this proposal is to make recommendations on how to position the **Port Wentworth** brand in the market to attract leads and visitors on a consistent basis in the areas of tourism, entertainment, city awareness, and engagement with different population segments.

We will review an analysis of the market and consumer behavior to guide us in how to increase meaningful connections and generate leads with effective branding, messaging, and ads.

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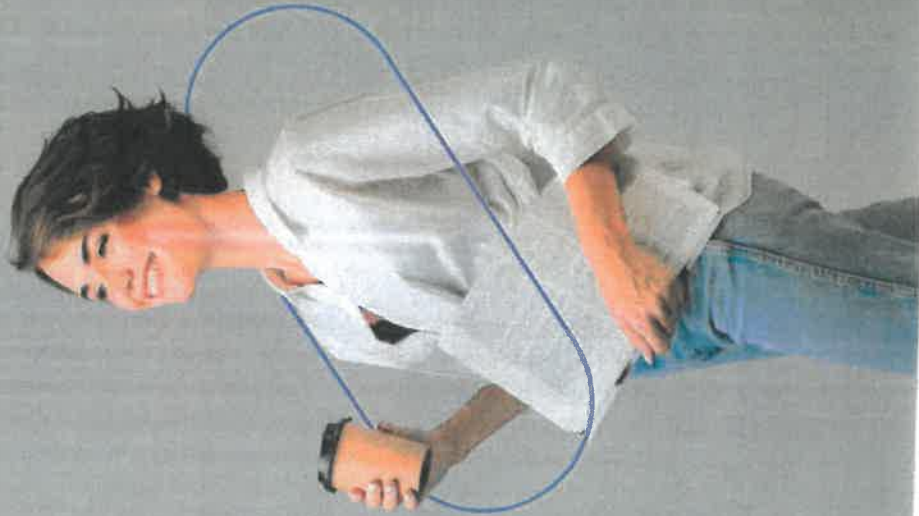


ULTIM MARKETING



RECOGNITIONS

With a total of 16 Emmy awards under our belt in the last 8 years and certifications on Google, Facebook, LinkedIn, and other platforms, ULTIM Marketing has positioned itself to back its services with well-rounded strategies.



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We have provided services to public and private companies with successful cases in the state of Georgia in a convincing way, clients such as Bader Scott Injury Lawyers which have marketing all over the state can vouch for these results-driven strategies that we are committed to carrying as our great distinguisher.

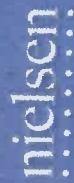
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PORT WENTWORTH

"The perfect city to anchor in"

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ULTIM MARKETING

How we want Port Wentworth to be known?

We want to deliver a proposal for Port Wentworth that includes a marketing plan that encourages tourism within the region, our strategy includes temporary advertising billboards on the main roads that flow through the city, geo-localized marketing (Waze) for people to get to know the variety and diverse offerings Port Wentworth has for them, a photo and video session that will be executed every 3 months highlighting the most emblematic places, people who live in the town, drone shots of hotels, cafes, and places within the city to encourage tourism and growth of the region. In addition to all of this, we would serve as a support organization in all graphic pieces related to the tourism plan to maintain a consistent image in all plans related to the distribution of the city.

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It is important to incentivize through visual ads on Google and Facebook, the new Visitor Center of Port Wentworth. We will show the people within X miles of the city or in neighboring cities, information about the Center and how they can make proper use of it. along with the marketing efforts to get the Center rolling and visible to visitors, we will promote restaurants, hotels, motels, and places of interest through different landing pages that will show relevant information about these key locations inside the city.

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GEO TARGETING

We will use GEO Targeting tools to invite tourists and people in nearby regions to stop by the Visitor Center and then engage them to stop by all the entertainment venues the city has to offer.

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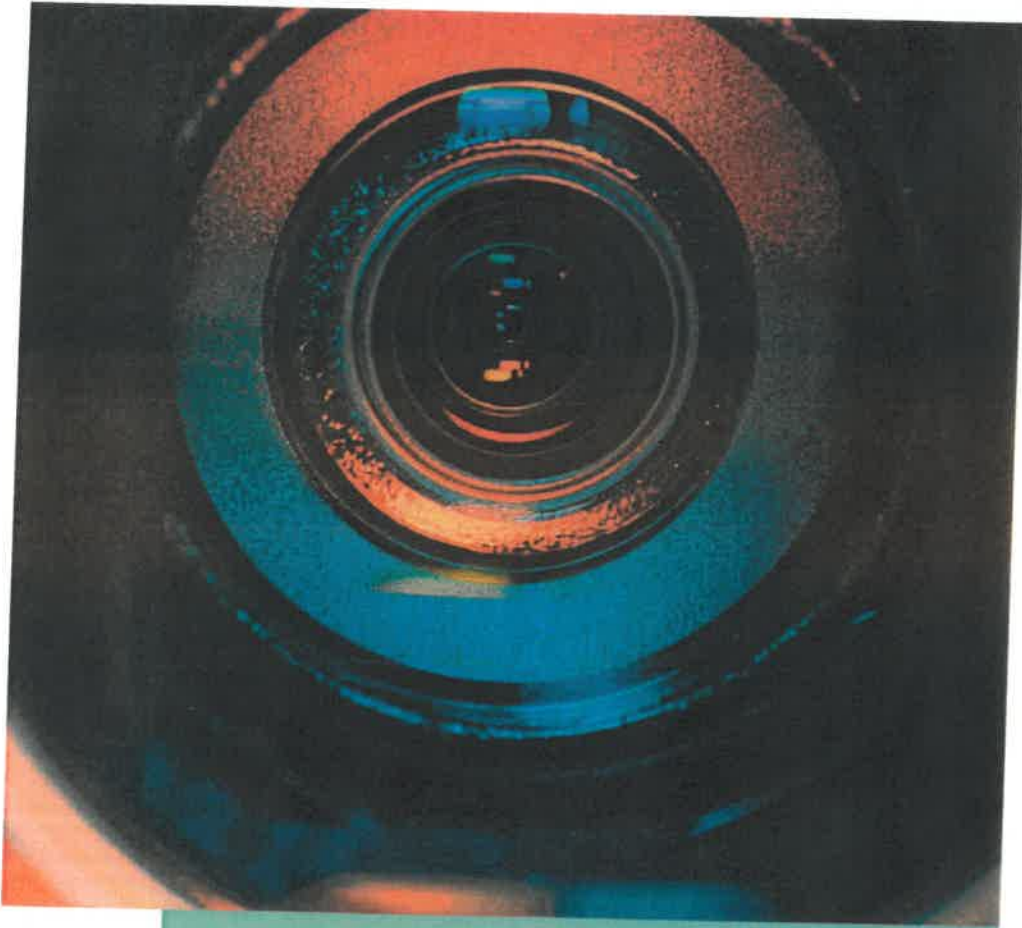
VIDEO & PHOTO

Every 3 months our production team will travel for 1-2 days to take photos, videos and make drone or aerial shots of the city, its emblematic places, and also the people. Additionally, we will use this material to fuel the social media platforms of Port Wentworth, keeping them active and alive, and lastly, we will also take advantage of these videos to create advertisements encouraging the hotel industry and tourism segment.

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ULTIM MARKETING



DISPLAY ADS / PORT WENTWORTH VISITOR AND WELCOME CENTER

This location will welcome visitors from the North as well as the South that pass by the 109 Exit. Not only will increase visitors but will entice passer-bys to stop and get to know more about Port Wentworth. We will create advertisements on important websites with high traffic in the region and all over the Country to encourage tourism and get people to know the Visitor Center that will start working in the city.






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LET'S TALK ABOUT WHAT
WE CAN DO FOR YOU!

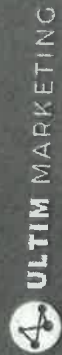
United States	+1 (770) 209 2302
México	+52 (229) 300 9010
Colombia	+57 (1) 508 7695
Spain	+34 (919) 155 509

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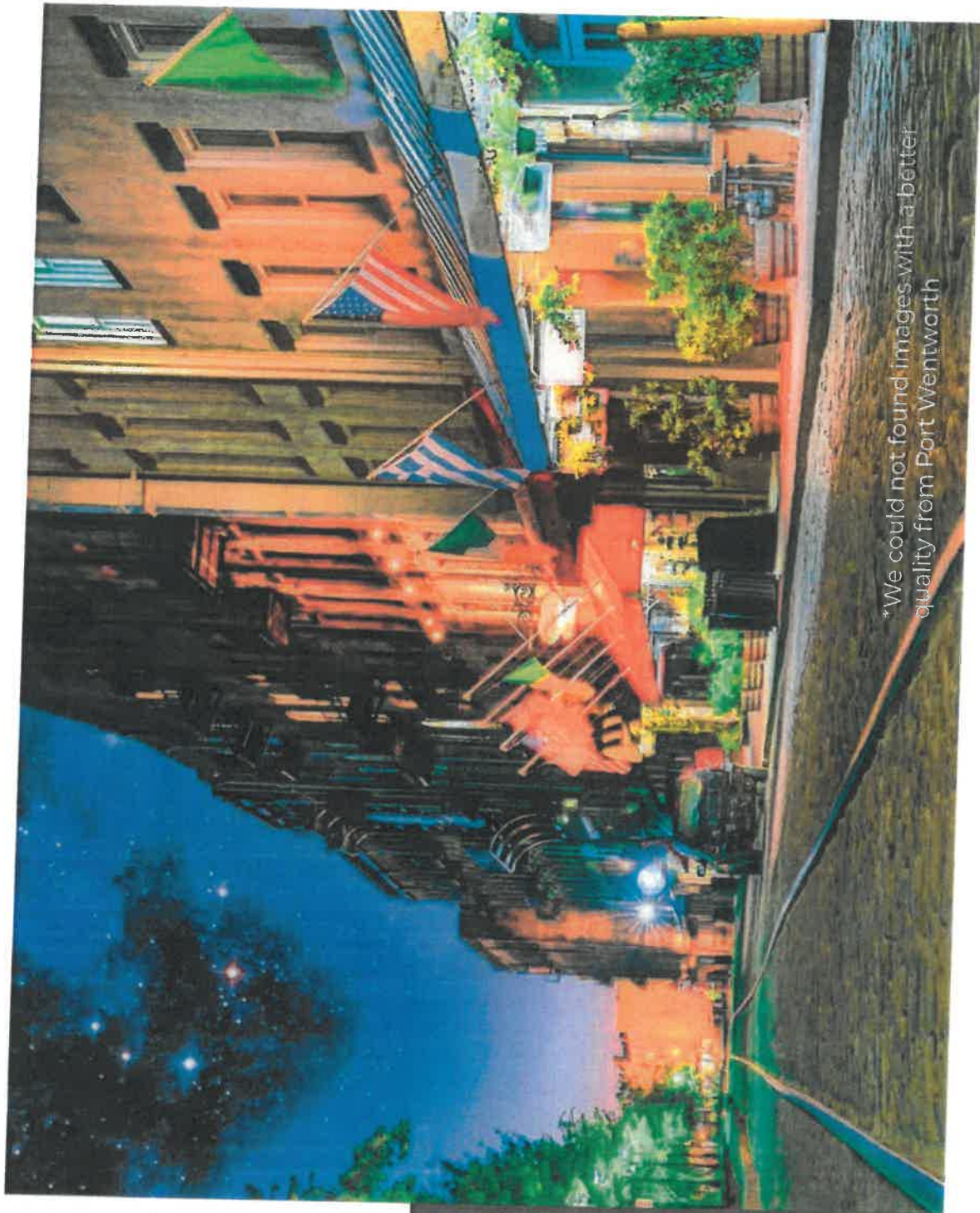




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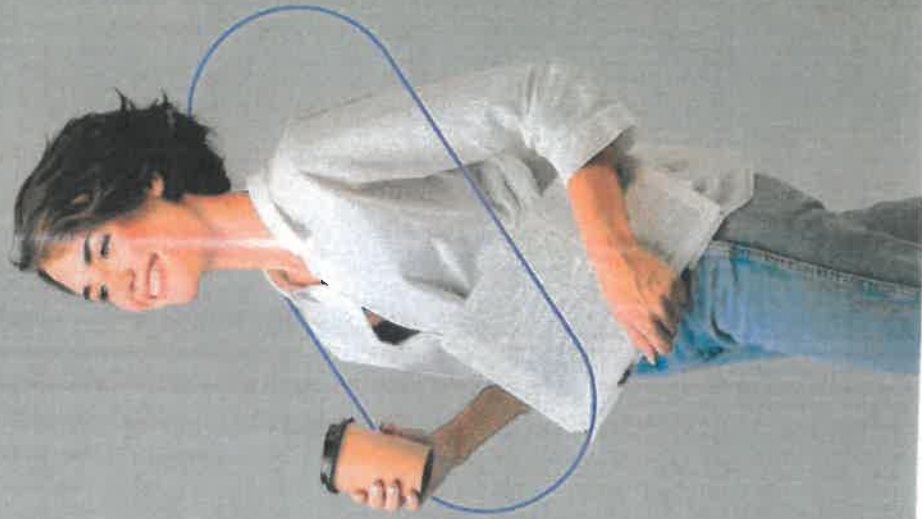


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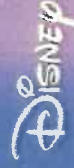
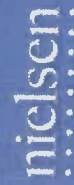
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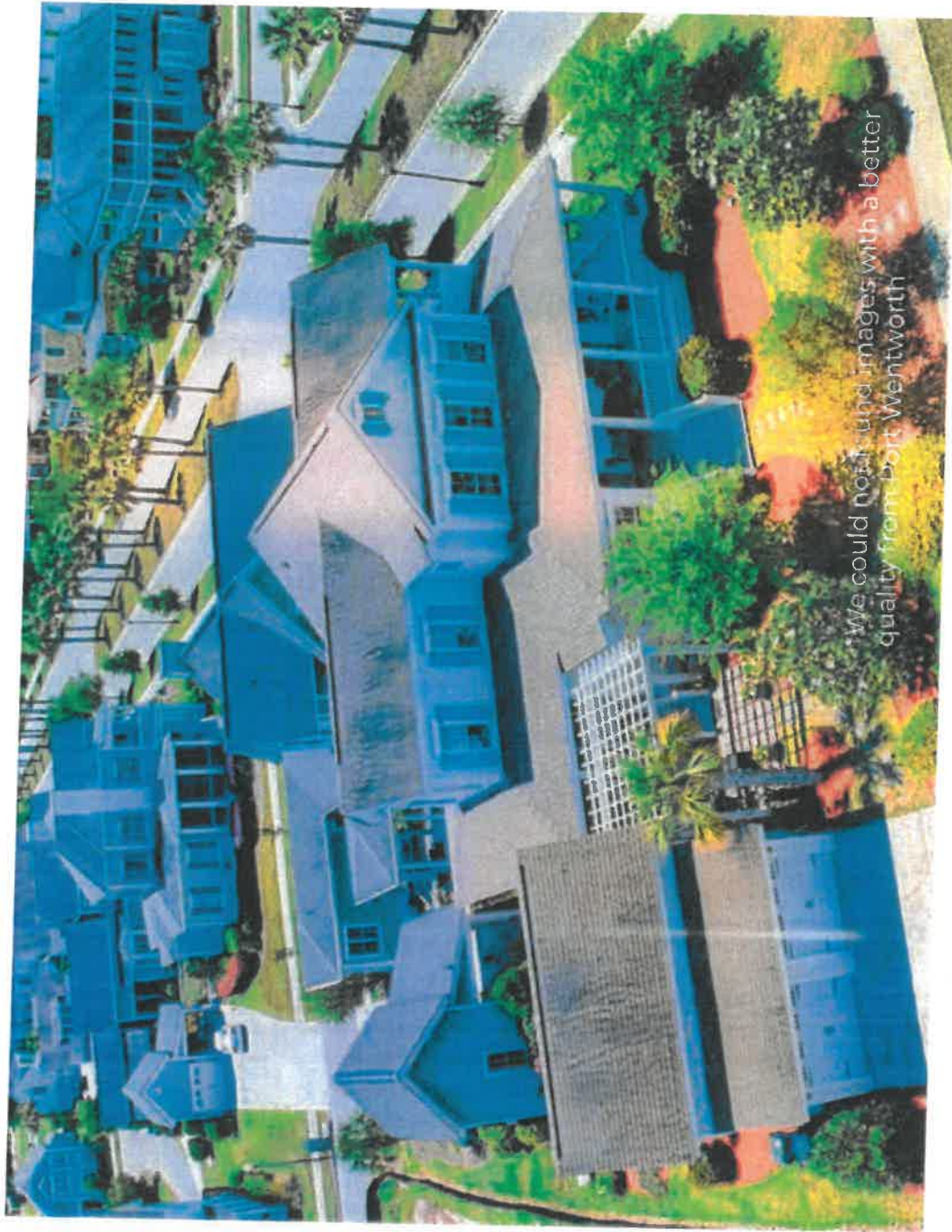
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PROPOSAL

ULTIM Marketing wants to offer marketing services to Port Wentworth to promote tourism, events, and conventions in the city, in addition to setting up content strategies to build loyalty and motivate visitors and residents by showing them the progress of the region, not only in the present times but also showing what the bright future holds for Port Wentworth.

This campaign will be divided into two sections, the first one focusing on a young audience with a more active presence on social networks. For this section, We will use Youtube, Google, and Facebook ads that will focus on inviting these young people into visiting the town. The second section of this campaign will target a more adult audience with key incentive information about the progress of the city/region, places for local entertainment, and the benefits of investing in Port Wentworth for living and businesses.

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BILLBOARDS

During certain times of the year, we will use billboards in strategic and specific locations near the region to encourage visitors to pass through the city.

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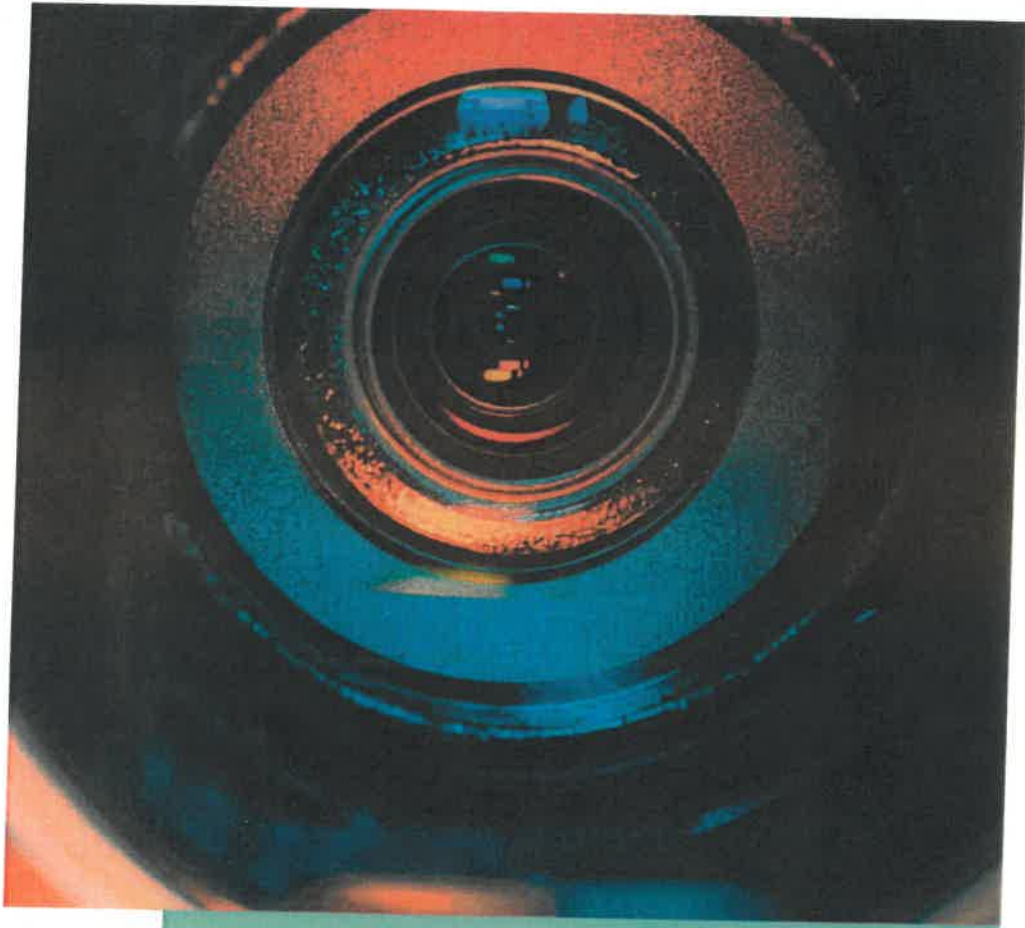


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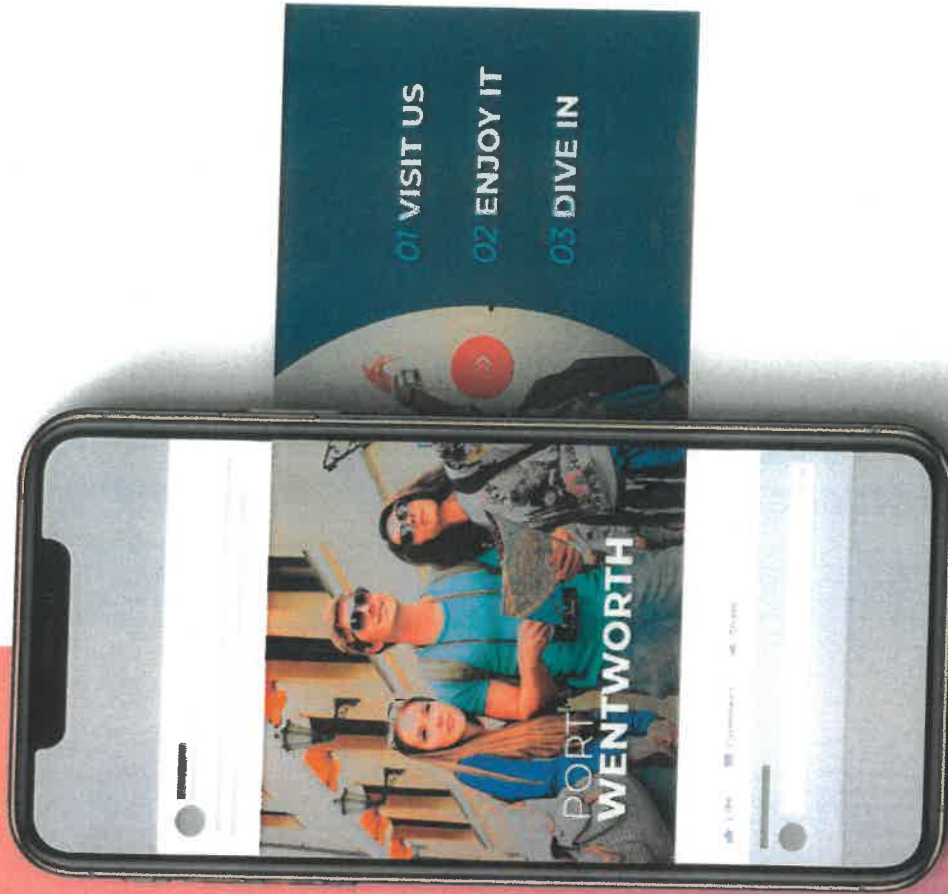
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City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 08/05/21 06:30 PM
Department: City Administrator
Category: Presentation
Prepared By: Shanta Scarboro
Department Head: Edwin L. Booth

SCHEDULED

AGENDA ITEM (ID # 2476)

DOC ID: 2476

Request for Proposal (RFP) - Port Wentworth Chamber of Commerce

Issue/Item: Request for Proposal (RFP) - Port Wentworth Chamber of Commerce

Background: The City of Port Wentworth, Georgia is authorized by the State of Georgia to levy and collect an excise tax upon hotels and motels in the City. The City may spend a percentage of the excise taxes for the purpose of promoting tourism, trade shows and for promoting, attracting, stimulating, and developing conventions and tourism in the City, etc.

As a result, a Request for Proposal (RFP) for any organization defined under Official Code of Georgia, Section 48-13-50.2 as being eligible to receive such designated tax funds and use them for the purposes intended by law was posted on June 3, 2021 with a deadline for submissions being set for July 6, 2021 by 5:00 p.m.

Those organizations that submitted a proposal will be given the opportunity to elaborate on how their organization would use the funds for the benefit of the City and the Citizens of Port Wentworth.

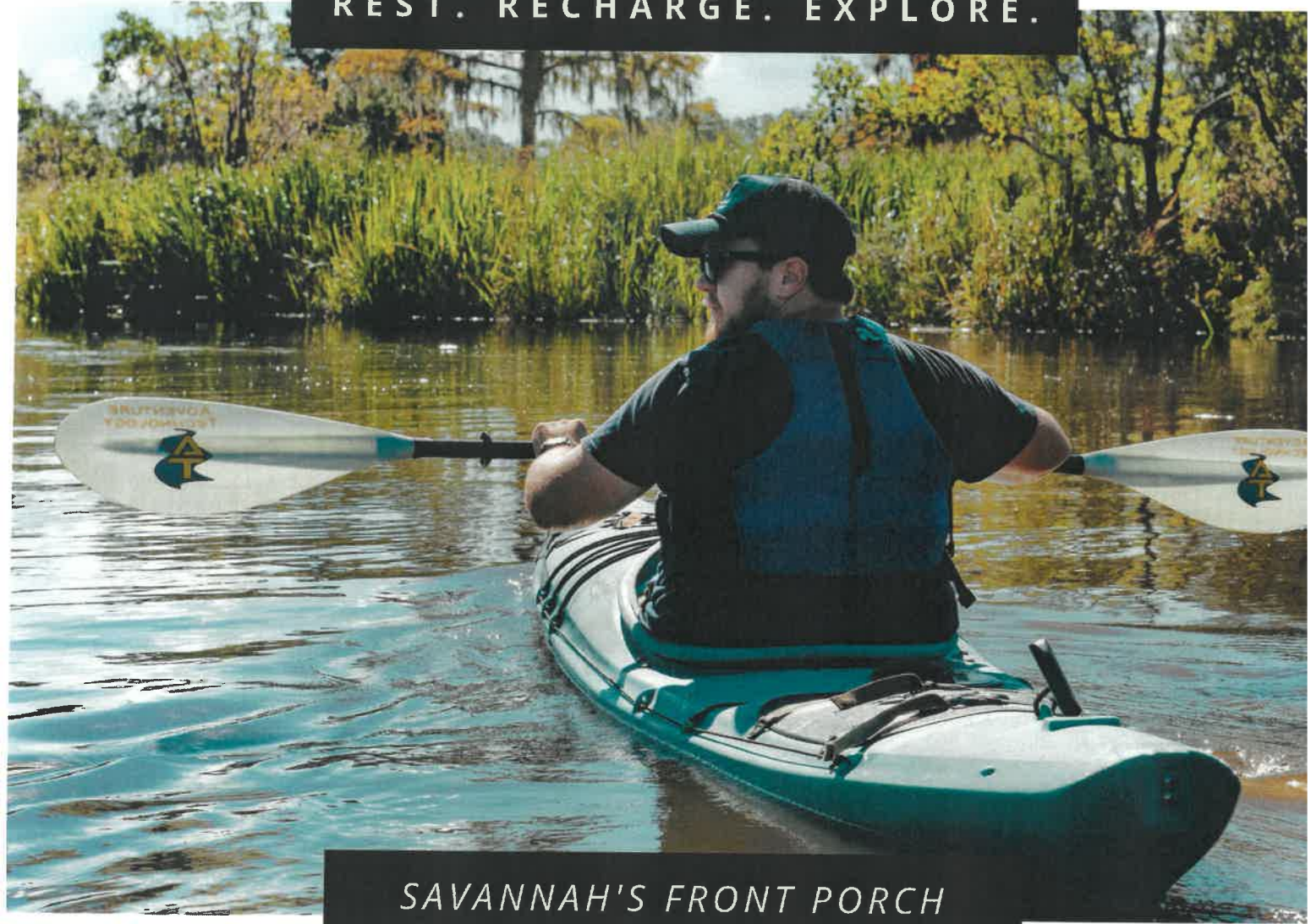
ATTACHMENTS:

- Port Wentworth Chamber of Commerce (PDF)

2021 - 2022 DESTINATION MARKETING PLAN FOR

PORT WENTWORTH GEORGIA

REST. RECHARGE. EXPLORE.



SAVANNAH'S FRONT PORCH

PREPARED BY:



www.VisitPortWentworth.com



July 2, 2021

Mr. Edwin L. Booth
 City Manager
 City of Port Wentworth
 7224 GA Hwy 21
 Port Wentworth, GA 31407
 (912) 964-4379
 ebooth@cityofportwentworth.com

Dear Mr. Booth and Evaluation Committee Members,

Please find enclosed a copy of the Port Wentworth Chamber of Commerce's initial proposal in response to the City of Port Wentworth's Request for Proposal (RFP) publicized June 2021 to produce and execute a Destination Marketing Plan for the City of Port Wentworth. The digital copy, sent by e-mail, includes hyperlinks to view further information.

Please note that our organization, established in 1997, is a 501(c)6 non-profit corporation organized under the laws of the State of Georgia that engages in the promotion of tourism, conventions and trade shows and meets all requirements outlined in the Request for Proposal. This organization has been actively involved in these activities for over twenty years.

The Port Wentworth Chamber of Commerce - Visitors and Tourism Bureau is also recognized by Explore Georgia, the tourism division of the Georgia Department of Economic Development, as a Qualified Destination Marketing Organization (DMO), is a member of the Georgia Association of Convention and Visitors Bureaus, Georgia Coast Travel Association, Southeast Tourism Society, the Savannah Chamber of Commerce and many other state and regional associations.

The chamber is positioned to execute this contract immediately, and all financial and legal requirements are in place to ensure compliance with the state regulated hotel-motel tax law. This includes a Certified Public Accounting firm with expertise in local government and hotel-motel tax accounting and reporting requirements and a law firm capable of working through a broad range of complex legal issues for governmental entities and organizations.

The chamber's Tourism Advisory Committee, comprised of local hospitality owners and managers, is a group of industry professionals dedicated to promoting Port Wentworth as a tourism destination. This past year and a half has been extremely challenging for our local economy, especially for businesses that rely heavily on drawing tourists to this city and to their business's doorstep. Many businesses have suffered permanent losses. The TAC's main priority is attracting visitors and growing Port Wentworth's tourism industry to expand its tourism-related revenues.

This organization, in cooperation with the city, has thrived by working together to promote tourism and brand Port Wentworth as an attractive and welcoming community to visit, to live, and to do business. The Port Wentworth Chamber of Commerce - Visitors and Tourism Bureau, is a group of local businesses, hospitality businesses, professionals, and concerned citizens who strive to work together for the advancement of our city, the first city travelers visit when they enter the state of Georgia from South Carolina.

The chamber looks forward to the city releasing more details on the proposed budgetary figure, to include FY21 hotel-motel tax collections held in reserves and the projected FY22 budget figure, so that our organization can create a direct and indirect cost allocation schedule for the Evaluation Committee Members to review.

Please review the attached initial proposal. All information and content included within this proposal are the sole property of the Port Wentworth Chamber of Commerce, Inc. and is not to be used without the written permission of the chamber.

The chamber continues to be focused on the success of Port Wentworth and looks forward to continuing our partnership with the city and advancing the goals of this community. It is time to get back to business and once again attract visitors and tourism dollars to our community.

Sincerely,

Port Wentworth Chamber of Commerce Board of Directors

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MISSION STATEMENT

Your chamber is citizens, businesses and professional people working together to make your community a better place for everyone.

Established in 1997, the Port Wentworth Chamber of Commerce, Inc. is a private sector non-profit 501(c)6 organization.

This member-driven association of businesses, professionals, and concerned citizens was created to:

- Promote, support and strengthen businesses in the community
- Solicit for, promote and encourage businesses to locate in the incorporated area of Port Wentworth, Georgia
- Encourage travelers to visit Port Wentworth by marketing the city as a travel destination regionally, domestically and internationally
- Create a viable environment for business interest
- Promote sustainable economic growth in Port Wentworth, Region 12, and the State of Georgia
- Work for effective government to facilitate the goals of the Chamber of Commerce
- Enhance the overall quality of life in our community

Date of Incorporation: March 11, 1997, Chatham County, Georgia

Accounting Firm: Coomer, Coomer & Routhier

Attorney: Leamon R. Holliday - Bouhan Falligant Attorneys & Counselors at Law

Attachment: Port Wentworth Chamber of Commerce (2476 : Request for Proposal (RFP) - Port Wentworth Chamber of Commerce)

COMMUNITY PROFILE

Port Wentworth, Georgia is known as “Savannah’s Front Porch” – and you’ll feel the warm embrace of welcome the minute you set foot inside the city limits.



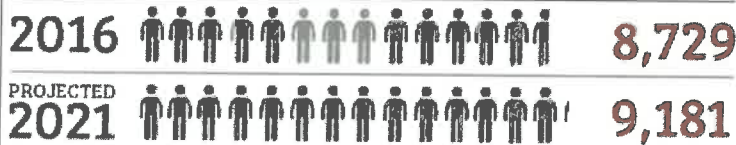
With Interstates 95 and 16 delivering visitors and new residents monthly, Port Wentworth, Georgia is a growing community of people who recognize that this city offers families good housing values, safe neighborhoods, great educational opportunities for children, a growing retail sector, a history of which to be proud, and a future that means more jobs and prosperity for everyone. Visitors know they can rest easy in Port Wentworth’s safe, comfortable, affordable accommodations, convenient to every fun thing to see and do in the area.

Demographics

Port Wentworth, Georgia is an incorporated city within Chatham County on Georgia’s coast, only 11 miles from Savannah’s historic district. Savannah is the largest city within Chatham County.

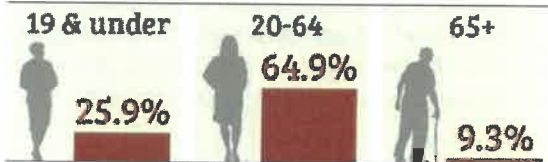
Port Wentworth is 11.22 square miles with a total population of 9,641 (2019 estimates). This Chatham County city is conveniently located near neighboring counties Effingham and Bryan, and is minutes from the Savannah/Hilton Head International Airport, Tybee Island Beach, Historic Savannah District and the Georgia Ports Authority.

Population



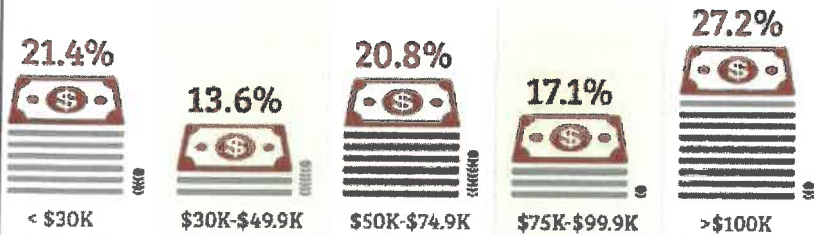
Source: Applied Geographic Solutions via Georgia Power/Select Georgia, 2016

Age Distribution



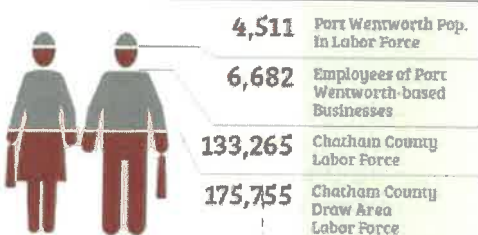
Source: Applied Geographic Solutions via Georgia Power/Select Georgia, 2016

Annual Household Income



Source: Applied Geographic Solutions via Georgia Power/Select Georgia, 2016

Labor Force



Source: Applied Geographic Solutions via Georgia Power/Select Georgia, 2016; GA Department of Labor, Chatham County Area Labor Profile 2015

Attachment: Port Wentworth Chamber of Commerce (2476 : Request for Proposal (RFP) - Port Wentworth Chamber of Commerce)

recovering from COVID-19 pandemic

WHERE WE ARE NOW

The Port Wentworth Chamber of Commerce has -- and will continue to make -- a lasting impact on Port Wentworth's business and tourism community. As the business organization in the area, we've led the way for years in terms of business growth and development, destination marketing, support for existing business, and raising awareness for the opportunities that exist within our region.

The previous and current years have been extremely challenging for the travel industry and our organization has been working to track data, stay up to date on state and local directives, and pivoted marketing efforts to keep visitors, residents and businesses informed. The chamber launched the #Together4PW campaign in 2020 to support local businesses and keep Port Wentworth out front and top of mind with consumers.

As part of the FY21 amended budget, Governor Brian P. Kemp and the Georgia General Assembly allocated \$1 million to Explore Georgia, the tourism division of the Georgia Department of Economic Development, to support marketing efforts to bolster the recovery of Georgia's Tourism industry from the COVID-19 pandemic. Half of those funds (\$500,000) were allocated to create the Explore Georgia Tourism Recovery Marketing Program. Demand was so high, that Explore Georgia then contributed an additional \$1 million to the grant funds. The grant requirements stated that the applicant must be a qualified Georgia-based tourism DMO and have received hotel-motel excise tax collections for FY19 and FY20. Our organization did qualify under those terms. Unfortunately, due to the chamber not being under contract with the city at the time the grant was announced, Port Wentworth lost out on the opportunity to apply to receive grant funding to support our local hospitality businesses. The chamber's Tourism Advisory Committee (TAC) has identified applying for any new grants available once the chamber is actively working with the city to promote Port Wentworth again.

Longwoods International reported that 90% of American travelers now have travel plans within the next six months which are the highest figures in over one year. *Source: Longwoods International*

The opportunity to attract the largest share of these anticipated travelers is now, while they are still in the market, and finalizing their travel plans. The chamber has the resources in place to coordinate in-market and out-of-market advertising to help stimulate destination visitors to our city. This marketing is critical to area businesses impacted by reduced occupancy and reduced average daily rates, which lead to drastically declined revenues, due to COVID-19.

Recent data shows figures gradually climbing upwards as potential visitors begin to make travel plans. The chamber is prepared to promote Port Wentworth to these consumers by continuing to focus on outdoor assets, natural resources, historical assets and our close proximity to historic downtown Savannah. Americans are fighting cabin fever - now more than ever - and Savannah's Front Porch is the perfect setting to unwind.

Branding Port Wentworth as Savannah's Front Porch was designed to reflect the natural elements that make this region of Georgia a desirable place to visit: productive and historic land, a flowing river, burgeoning industry that began with mill villages, proximity to historic downtown Savannah, a friendly city and welcoming people. This marketing plan is designed to assure those who see Port Wentworth's branding that our city is a friendly, safe, active, conveniently located, culturally diverse and welcoming city with plenty of nature and history to enjoy.

FY19 vs. FY20 YTD

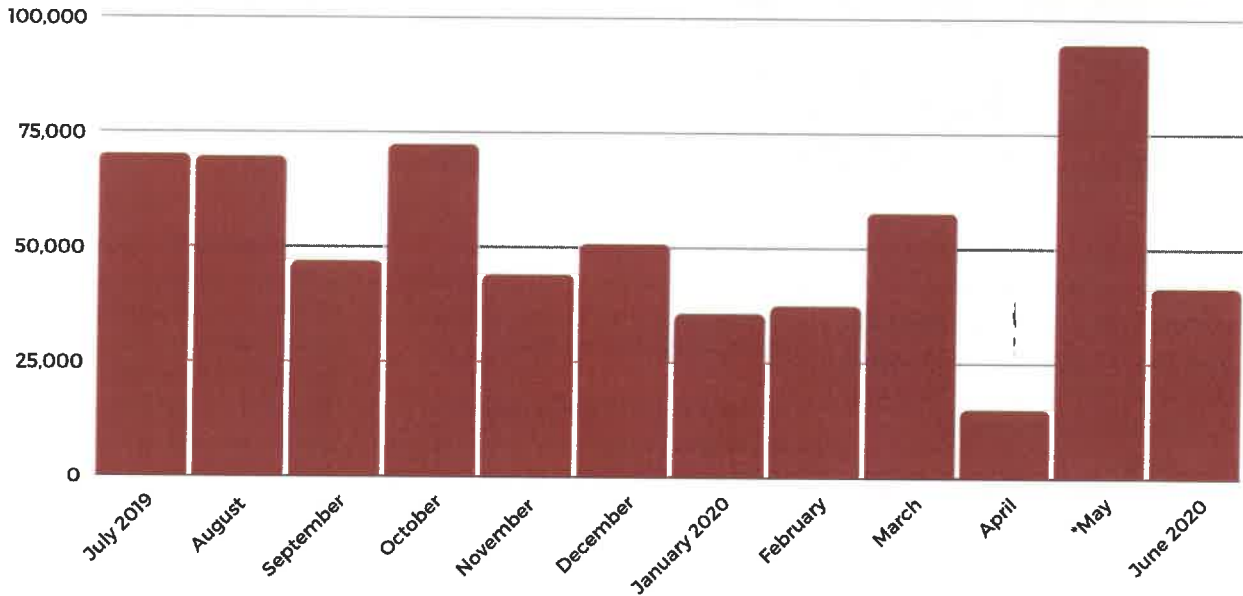
Hotel-Motel Tax Collections

**CORONAVIRUS
AFFECT ON
PORT WENTWORTH
TRAVEL**

-29%
collections FY20 vs FY19

-38%
occupancy rates

**Spike in May collections was due to several months of late hotel-motel collections being made in May.*



According to Georgia Department of Economic Development's latest report on current traveler behavior and forecast scenarios, the following points were taken into account:

- Total tourism spending losses reach \$11.2 billion in 2020, a 34% drop compared to 2019. 69,300 jobs supported by tourism spending are lost.
- The negative impact has been severe in the tourism sector, and hotels are amongst the hardest hit businesses, but GA's hotels are doing better than the US as a whole.
- Recovery rates will largely depend on a destination's market mix.
- Destinations with high share of domestic and transient visitors will recover faster, along with destinations with recreation opportunities that allow for social distancing.
- Return to "normal" levels will be a multi-year effort, with domestic travel leading followed by regional, international and finally long-haul international.
- Half of the US population will likely be vaccinated in the early summer and this will significantly boost the tourism sector's recovery.

Sources: Tourism Economics; STR; US Travel ; Oxford Economics.; CDC

ATTRACTING VISITORS TO OUR CITY

Measuring the Economic Impact of Tourism on Port Wentworth



"The chamber is committed to supporting the business community in Port Wentworth, and attracting visitors through destination marketing is a key component of the local economy."

- Vicki Waters, Past-Chair

The Port Wentworth Chamber of Commerce has been Port Wentworth's Destination Marketing Organization (DMO) for over twenty years.

As the DMO, the chamber has been dedicated to creating tourism programs and events that benefit both the visitors we attract to the area and the local business community. In addition, the festivals and tourism programs that the chamber executes provide activities for our citizens to participate in and be proud of.

The chamber creates and carries out an annual destination marketing plan which is designed to attract more visitors to Port Wentworth and increase the city's accommodation and hospitality taxes. These taxes are collected by the city and a portion is then reinvested back into tourism and marketing activities.

The purpose of the chamber's destination marketing plan is to promote Port Wentworth, Georgia as a travel destination, encourage residential and commercial growth, and to make the community the best place possible for existing residents.

The FY22 plan and subsequent plans are designed to grow each target project outcome from year to year and to fully support the advertising and marketing needs of the City of Port Wentworth, its citizens, tourists and business community.

The following sections outline how the hotel-motel taxes are collected and distributed by the City of Port Wentworth, how the chamber markets the city to attract visitors and the economic impact that tourism has on our community.

HOTEL-MOTEL TAX COLLECTIONS

FY19 & FY20

GOAL: Increase visitation and extend length of stay by positioning Port Wentworth as the year-round top choice of stay when visiting the Savannah and Coastal Georgia area.

The chamber's objective was to increase hotel-motel bed tax revenues, occupancy rates and average daily rates (ADR) through increased media placement and targeted PR efforts. Pre COVID-19 pandemic collections outperformed the budgeted collection figures in FY19. Once the COVID-19 restrictions began, collections and local businesses bottom lines were drastically impacted.

FY19 OUTCOME: The City of Port Wentworth, in conjunction with the Port Wentworth Chamber of Commerce, has again exceeded the hotel-motel tax collection goal for the fiscal year. **In FY2019, collections totaled \$899,459.99, which is \$49,457 over the figure of \$850,000 that the city budgeted for the year.**

FY20 OUTCOME: The last hotel-motel tax collection report received by the chamber from the City of Port Wentworth showed a total of \$634,711.61 in collections through the end of fiscal year 2020 which was June 2020. **Collections were down \$264,748.38 over the previous year due to the pandemic.**

The Port Wentworth Chamber of Commerce receives 33.33% of the 6% lodging tax. The chamber uses those funds on promoting tourism, conventions and trade shows, marketing, branding, public relations, advertising, sponsoring of special events, and providing assistance to other Port Wentworth organizations and businesses for purposes of promoting the city.

The city sends 16.66% of the total collections to the Savannah Convention Center. Every municipality in Chatham County does the same. www.savconventioncenter.com

The city keeps 50.01% of the total collections which is budgeted as income to the general fund. These proceeds are considered "unrestricted" and can be used for any legal general fund purpose. The general fund is the primary fund used by the city and the activities being paid through this fund constitute the core administrative and operational tasks. The city and chamber working together to execute the hotel-motel tax agreement is beneficial to the business community and to the residents that live in Port Wentworth. As the hotel-motel tax collections increase, the tax burden to the residents decreases.

IMPACT: In FY19, **\$450,629.46** (50.1% of collections) in unrestricted funds were reported as income to the city's general fund through hotel-motel tax collections.

IN FY20, **\$317,990.51** (50.1% of collections) in unrestricted funds were reported as income to the city's general fund through hotel-motel tax collections.

Port Wentworth benefits from the city and chamber of commerce working together to expand and increase Port Wentworth's tax base through tourism promotion.

Source: City of Port Wentworth Hotel-Motel Tax Fund for the Year Ended 6/30/19, FY20 YTD May 2020, Smith Travel Research (STR) July 2018 - June 2019, July 2019 - June 2020

COMMUNITY BRANDING

Building equity among citizens, investors, and visitors by telling Port Wentworth's story through imagery and a cohesive brand message.



The Port Wentworth logos were designed to reflect the natural elements that make this region of Georgia a desirable place to visit: productive and historic land that once belonged to cotton and rice plantations, a flowing river, friendly city and welcoming people. There are two logos, one for the Chamber and one for Tourism.

The logos use the same colors and fonts. The dark blue color in the logos represents the Savannah River that invites outdoor recreation as well as industry thanks to the Georgia Ports Authority and the Port of Savannah; abstractly, the color symbolizes loyalty, strength, wisdom and trust. The red color in the logos is associated with energy, strength, power, determination and passion. Taken together and with the white accents in the logos, the red and blue also symbolize patriotism and the thoroughly appropriate colors for the city that annually presents "Stand Up for America Day."

The third color in the two logos is a tint of olive green, which is the traditional color to represent peace, diplomacy, harmony. This color also indicates a strength of character that can overcome adversity.

The combination of colors, shapes, fonts and elements in the two logos for Port Wentworth are meant to subliminally assure those who see the logo that Port Wentworth is a friendly, safe, active, welcoming city with a lot of nature and history to enjoy.

COMMUNITY INVOLVEMENT

To carry out our mission statement, the chamber staff, Board of Directors and membership are greatly involved in the Port Wentworth community. We participate in, support and sponsor many community organizations, events and local businesses. In FY2022, our organization is committed to carrying out projects that support our mission statement.



Producing New Tourism Videos



Working with Chamber Members to Drive Business to Our City



Working for the Community



New Businesses Breaking Ground



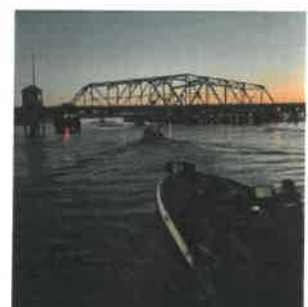
Supporting Our Local Veterans



Working with Local Partners to Attract Visitors



Creating Business Opportunities Through Local Festivals & Events



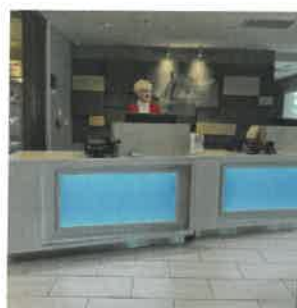
Sponsoring Local Events That Feature Our Community Assets



Hosting Events That Foster Community Interaction



Creating Fun, Family Friendly Activities



Supporting Business Expansion



Youth Volunteer Opportunities

Attachment: Port Wentworth Chamber of Commerce (2476 : Request for Proposal (RFP) - Port Wentworth Chamber of Commerce)

IDENTIFYING PORT WENTWORTH'S TOURISM COMPETITIVE EDGE

Packaging Port Wentworth's historic, natural, and outdoor assets to attract visitors during uncertain times.

Just off I-95's Exit 109, you can learn about the Savannah River plantations, explore the living history of Sherman's infamous "March to the Sea", visit African-American praise houses, go on your own photo safari in the Savannah National Wildlife Refuge, and more. And the best thing – most activities in Port Wentworth are free! There is something for everyone.

Georgia is open for business and so is the first city in Georgia - Port Wentworth!

Port Wentworth is in a unique position to attract visitors from other states as well as from within our region. By promoting assets such as free access to the Savannah River, the Historical Driving tour and our locally owned and operated farms and food markets such as Promised Land Farm and Woods Seafood Market - we can attract many visitors to our city to spend money and infuse the economy.

The chamber is in possession of numerous historical documents, pictures, historic artifacts, oral histories - both audio and video, and many other items that have been donated to our organization for safe keeping. All items are being safely stored until the day when they can be displayed in a permanent home.

In FY22, the chamber will continue to market these assets and create attractions to entice new visitors to our doorstep.

Projects include:

- Savannah River Adventure promotion (min. 6 month lead time)
- Houston Baptist Church (circa 1886)
- African American Heritage tourism / story telling
- Industrial Heritage / Mill Village
- Outdoor Recreation
- Sporting events
- Georgia Made / Georgia Grown



Attachment: Port Wentworth Chamber of Commerce (2476 : Request for Proposal (RFP) - Port Wentworth Chamber of Commerce)

OUTDOOR RECREATION

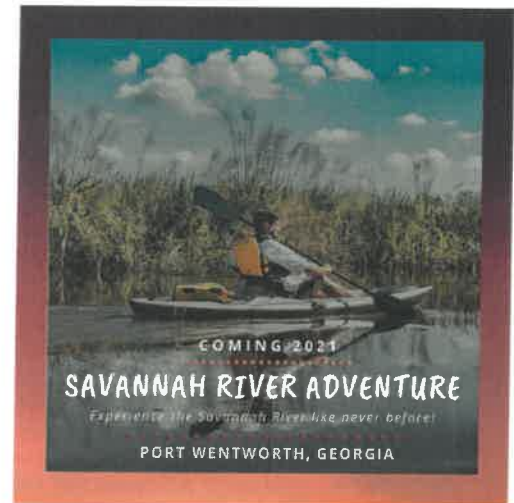
Investing in outdoor recreation both drive tourism and make communities a more desirable place to live.

#VisitPW #FishPW #ExplorePW #SavannahRiverAdventure



@HoulihanBoatRamp

@SavannahRiverAdventure



"When visitors participate in outdoor recreation, they spend their hard-earned money on gear, equipment, food, lodging and more, and contribute \$65.3 billion in annual tax revenue to federal coffers and untold billions to state and local community funding streams." - Outdoor Industry Association

The Houlihan Boat Landing in Port Wentworth, with free public access to the Savannah River, has the potential to generate economic impact for Port Wentworth by attracting tourists and outdoor enthusiasts throughout the region and beyond with the promise of kayaking, boating, fishing, nature/wildlife viewing, interesting historical facts about Savannah River Plantations, development of Port Wentworth as a mill town to present day and the development of the ports. As our website statistics show - VisitPortWentworth.com/river-outdoor-adventures is one of the most visited pages on our website (refer to Websites page of this marketing plan for details). **Note - all tourism pages of the website are not live due to end of tourism contract*

OPPORTUNITIES:

Free public access to the Savannah River is a unique opportunity for Port Wentworth due to lack of other public access points this side of Savannah to South Carolina.

The convenience of the Houlihan Boat Landing, just off South Coastal Highway / 25 / 17 and minutes from I-95, makes visitors feel as if they can take advantage of nature while not having to leave an urban setting.

Promoting the history of the area, recreational opportunities, and natural assets will attract visitors outside the region to Port Wentworth. Visitors to our city will spend money at our restaurants, our retail stores, and fill up their gas tanks at our fueling stations.

This promotion increases the opportunity to attract visitors to Port Wentworth for overnight stays, day trips and as an extension of their stay in the greater Savannah area. The chamber plans to work with Visit Savannah by running advertising on VisitSavannah.com (refer to Digital Marketing page of this marketing plan for details).

Attract visitors, locals, school groups through story-telling:

- History of the Savannah River Plantations by water. These areas are not accessible to the public by land.
- History of Port Wentworth and the development of the area as a mill town / village to present day
- Port Tours
- Participants will help to enhance depth of promotion by uploading content from their experience on the water. Savannah River Adventure program will be interactive and promotion will grow through fresh user-generated content (UGC).

HERITAGE TOURISM DEVELOPMENT

When communities' travel-related entities partner with public or private organizations, the historic, cultural, and natural resources are more effectively promoted to meet the heritage traveler's desire for an integrated and enriching experience.



@HoustonMuseumPortWentworth
www.HoustonMuseum1886.org

#VisitPW #ExplorePW #HistoricPW #HoustonMuseum



Winner of the 2012 Historic Savannah Foundation's Presidential Award for Historic Preservation

"Tourism, the world's largest industry, is essential to a community's economic vitality, sustainability, and profitability. In Georgia, tourism is the state's second largest industry and heritage tourism is its fastest-growing segment. Georgia is among the top 10 states in the country in heritage tourism visitation. More travelers than ever are walking the historic streets of Savannah . . . visiting the remnants of Native American culture . . . exploring antebellum plantations . . . learning about the Civil Rights Movement . . . and discovering agricultural history around the state."

-Heritage Tourism Handbook: A How-To-Guide for Georgia | Georgia Department of Natural Resources, Historic Preservation Division

The Board of Directors, community leaders, local business owners and citizens realize that this fast growing community is in need of developing a Port Wentworth "community site" that will benefit the business, tourism and residential sectors as a whole and provide a much needed brick and mortar attraction for Port Wentworth.

The continued growth of the community, the recent opening and planning of many new businesses and other development both inside and outside of the city limits, offer new opportunities to recraft the City's public perception while honoring its long standing appreciation of the rich history and people of the area.

The chamber has made several proposals over the years to the City of Port Wentworth to utilize the Houston Museum site as a tourism draw for the area. Once again, we ask for the city to consider opening the doors of Houston to the public. Due to the historic and faith based nature of this site - there are still Port Wentworth residents who have family buried here - and due to the fact that this site is still an active burial site - the chamber feels it is only appropriate to do this with the guidance and partnership of the North Port Wentworth Citizens Council. The NPWCC were the previous owners of the historic site.

If done the proper way, and with respect, this will be an opportunity to invite the public to look into the past and explore the cultural heritage of African-Americans during the Civil War / Post-Civil War Era on the Savannah River Plantations.

The chamber has hosted events at Houston in the past, open-houses, interpretive story telling, private events, weddings - the opportunities are endless.

OPPORTUNITIES:

- Open Houston to the public - start with a few days a month and revise schedule as needed
- Invite school groups to tour building and historic cemetery to learn about the history of the area
- Interactive app with plot of gravesites and information on people buried there / include on interactive tour app of PW
- Host small group meetings / private events - potential for new revenue stream for Leisure Services
- Schedule community events and invite interpretive story tellers and historians to participate - give lectures
- Honor the descendants by opening the doors

WELCOME TO THE HOUSTON MUSEUM

Houston Baptist Church and its adjoining cemetery were organized in 1886 under the leadership of Reverend Ulysses L. Houston, minister of First Bryan Baptist Church in Savannah.

Stretching back for centuries, African American heritage has shaped life in Georgia. From the Gullah-Geechee culture near Sapelo Island, to the civil rights movement, Georgia has deep, historic African American roots. Paying homage to the strengths, struggles, and steps taken by African Americans, the Peach State has numerous museums, memorial sites and historical centers. These honored historical hubs educate and inspire visitors of all backgrounds.

- ExploreGeorgia.com



COMMUNITY EVENTS

Opportunity to open the site up to the public and provide programs of information on history of Houston, African American Praise Houses, and Port Wentworth. The Chamber of Commerce is in possession of many historic artifacts, documents, pictures, and more to house in the museum.

PRIVATE EVENTS

Opportunity to package event rentals for weddings, family reunions, and other small gatherings with local hotels for lodging, event rental space, restaurants for catering and transportation to and from museum site.

PARTNER OPPORTUNITIES -

U.S. Civil Rights Trail - Deadline fast approaching July 15, 2021

Rural Placemaking Innovation Challenge grant - Deadline fast approaching July 26, 2021

ExploreGeorgia.com: African American Historical Sites in Georgia | African American Heritage Three Day Tour: Coast to Atlanta

Visit Savannah: Savannah Black Heritage Experience



Attachment: Port Wentworth Chamber of Commerce (2476 : Request for Proposal (RFP) - Port Wentworth Chamber of Commerce)

EVENTS & FESTIVALS

Pre-COVID, the Port Wentworth Chamber of Commerce hosted, sponsored, collaborated on and sent representatives to a number of events every year. The events ranged from large-scale community celebrations to small training workshops and advocacy trips. In FY22, the chamber plans on producing and/or supporting the following tourism and community events in addition to our chamber member and networking events if restrictions permit.



FY22 Events:

**12th Annual Oyster Roast, BBQ & Music Festival
Saturday, November 20, 2021**



2019 Estimated Attendance: 3,500

Event draws over 80% of attendees from outside of the city limits of Port Wentworth. This event is an economic driver for the city and generates over \$130,000 in direct sales, \$208,781 total sales and \$4,925 in local taxes.

This event also generates income for Port Wentworth businesses that supply products and services for the event and businesses that participate as vendors the day of the event.

Source: Georgia Department of Economic Development / Destinations International Events Impact Calculator

**St. Patrick's Day Promotional Program
March 17, 2022**

Goal: Capture largest market share of visitors coming to the greater Savannah area for the event that are seeking lodging.

Outcome: Historically March is the largest hotel-motel collection month for the City of Port Wentworth.



**14th Annual Savannah River Spring Classic
Friday, April 29, 2022 – Saturday, April 30, 2022**



Goal: Create an event to compliment Stand Up for America Day that will draw out of town visitors, highlight Port Wentworth's natural resources, honor veterans and raise money for veterans organizations.

Outcome: The chamber has grown the event to become one of the largest bass fishing tournaments in the area and host over 100 anglers and their families every year while raising money for injured veterans.

**50th Annual Stand Up for America Day
(if city chooses to have the event)
Saturday, April 30, 2022**

Goal: Support the advertising and marketing needs of the City of Port Wentworth for Stand Up for America Day. Coordinate interviews with the media, parade coverage and advertising.



Attachment: Port Wentworth Chamber of Commerce (2476 : Request for Proposal (RFP) - Port Wentworth Chamber of Commerce)

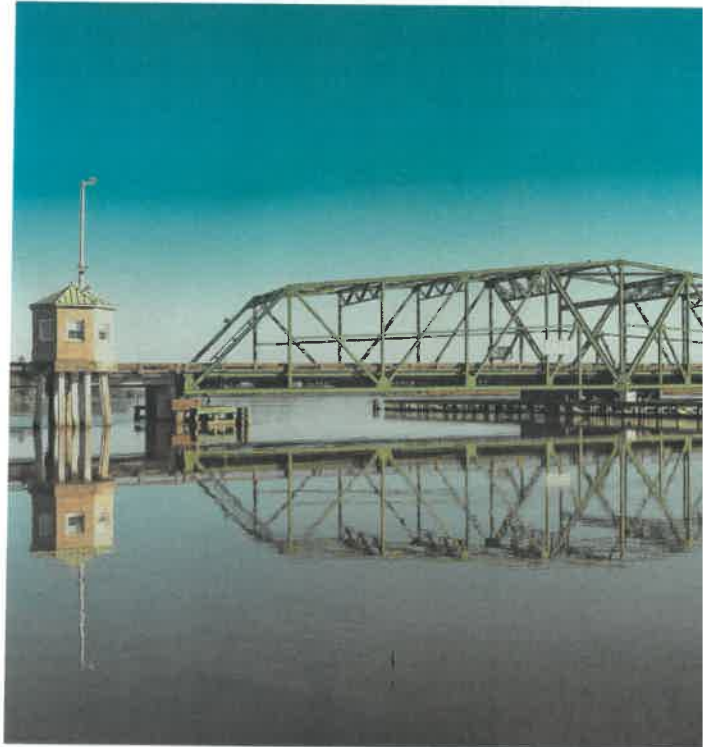
PR EFFORTS

As Port Wentworth's Destination Marketing Organization (DMO) the Chamber of Commerce is responsible for promoting tourism, conventions and trade shows, marketing, branding, public relations, advertising, sponsoring of special events, and providing assistance to other Port Wentworth organizations and businesses for purposes of promoting the city. To execute these goals, the chamber is regularly featured in local television news broadcasts, newspaper articles, radio interviews, online publications and e-newsletters. Chamber representatives are frequently requested as an interviewee by the press for stories on local business development, tourism programs, Port Wentworth's public events and community initiatives.

The chamber regularly compiles and distributes press releases to the local media notifying the public of updates in the Port Wentworth community, tourism initiatives, events, member news and general updates as needed.

The Port Wentworth Chamber of Commerce's PR efforts in FY20 generated over 4.3 million opportunities to see. The equivalent advertising spend was \$43,373.83.

Source: Meltwater Media Intelligence, July 2019 - June 2020



Attachment: Port Wentworth Chamber of Commerce (2476 : Request for Proposal (RFP) - Port Wentworth Chamber of Commerce)

DIGITAL MARKETING

In Fiscal Year 2021, the Port Wentworth Chamber of Commerce focused more solidly on digital marketing and due to the success of our campaigns, the same strategy will be used in FY22. While traditional formats -- print, TV, radio and billboards -- are still reliable methods for reaching potential customers, clients, visitors and consumers, digital marketing offers a plethora of additional benefits. Utilizing social media advertising, online placements, blogs and website improvements has allowed us to reach a much broader swath of the marketplace. In addition, digital marketing is very cost effective, allowing us to reach more people for a fraction of the cost of traditional advertising. The chamber's online campaigns have helped us track responses to our marketing efforts and even allowed us to interact with prospects to learn what they're looking for.

Furthermore, maintaining a strong digital presence is of utmost importance in this day and age. Most online users expect every business or organization to at least maintain a website and a Facebook page. We try to exceed that with a presence on additional social media accounts, regular e-newsletters, online ad campaigns and more.

The chamber maintains a strong presence on the State of Georgia's website, www.exploregeorgia.org, and the RTA website, www.visitcoastalgeorgia.org. The heavily promoted sites drive referrals to our website and to our local partner sites. FY22 plans include digital advertising on www.visitsavannah.com to target visitors looking to visit the greater Savannah area.



WEBSITES

The Chamber of Commerce website, VisitPortWentworth.com, incorporates the Port Wentworth brand images and message to create a very visually appealing experience. The website provides information for current residents, prospective residents, tourists and business prospects. The chamber also manages SavannahRiverSpringClassic.com, the bass tournament event site, and owns numerous domain's which reflect the Port Wentworth brand and key attractions for future use. The chamber plans to unveil a brand new website in FY22.



In the past year, VisitPortWentworth.com has attracted more than **85% brand new website visitors** looking for authoritative information on the destination. With this higher than industry average percentage of new users, the site has maintained high engagement metrics.

The website's visitors span almost evenly across all ages, proving the wide audience VisitPortWentworth.com is serving.

VisitPortWentworth.com has been the authority for Google search (organic source) and for users who know to come to this domain to find the information they need (direct source). In addition, the social channels VisitPortWentworth runs delivers 14% of all site sessions, far above industry averages.

TOP PERFORMING PAGES

1. Home page
2. News/Oyster Roast event
3. Events
4. What to do
5. What to do arts & culture
6. Where to stay
7. List/featured event
8. Events/Oyster Roast details
9. River Outdoor Adventures
10. Events Calendar

The top 25 pages viewed on VisitPortWentworth.com show the type of content people are coming to VisitPortWentworth.com to see, and they are all direct, low-funnel drivers of tourism and lodging tax collection.

Attachment: Port Wentworth Chamber of Commerce (2476 : Request for Proposal (RFP) - Port Wentworth Chamber of Commerce)

GETTING SOCIAL



- #VisitPW**
- #PortWentworth**
- #FishPW**
- #PWOyster**
- #PWGA**
- #ExplorePW**
- #PWChamber**

The Port Wentworth Chamber of Commerce is very active on social media, engaging with thousands of citizens and visitors on a regular basis about business opportunities, community events, current initiatives, new developments and a range of other topics, which are addressed as needed. Port Wentworth utilizes Facebook, Twitter, YouTube and Instagram. The following statistics exhibit the chamber's social media presence between July 2020 to June 2021.

Social media provides an opportunity for people to remain highly engaged with our community and give visitors a reason to come back again and again.

Over 10,500 people follow us on social media!

Facebook	6,496 followers	Chamber page
	507 followers	Sav. River Spring Classic
	759 followers	Oyster Roast Festival
Twitter	1,478 followers (21,400+ impressions)	
Instagram	1,219 followers	
YouTube:	56 subscribers (10,353 video views / 14,147 impressions)	



PRINT

The chamber produces several print pieces, which are also available on VisitPortWentworth.com in digital format for visitors to download. The Visitors Guide and Driving Tour brochures are available at the Chamber Visitors Center, Georgia State Welcome/Visitors Centers, Savannah Welcome/Visitors Centers, area hotels, the Savannah/Hilton Head International Airport, Savannah Convention Center and numerous other distribution locations.

The chamber partners with Official Guides of Savannah to distribute our brochures around the greater Savannah area. The company also delivers brochures to our visitors center to ensure that the welcome center always has current information for visitors.

The chamber also places ads in several annual and monthly publications to attract visitors to Port Wentworth. Examples include the Georgia State Travel Guide, Visit Savannah's Insider's Guide and Georgia Coast Travel Association's Guide to the Coast.

The chamber plans to print and distribute new visitors brochures in FY22.

Attachment: Port Wentworth Chamber of Commerce (2476 : Request for Proposal (RFP) - Port Wentworth Chamber of Commerce)

VIDEO MARKETING CAMPAIGN



The Port Wentworth Chamber of Commerce launched the first phase of the new video marketing campaign in an effort to help local businesses as COVID-19 restrictions continue as well as to highlight the community's area merchants, local landmarks and attractions. The initiative is an important facet of the chamber's overall mission to promote tourism and support area businesses.

The Chamber partnered with Elevated Coastal Productions on this project, which is designed to boost awareness for businesses during this difficult time and to showcase the city's normally-thriving business and tourism climate while homing in on what makes the community unique. The first video is now available for viewing at <https://bit.ly/3e2jAqq>. More tourism videos will soon be available for viewing on the chamber's website, www.visitportwentworth.com, as well as on their social media accounts.

PUBLICATIONS / NEWSLETTERS

To promote tourism activities, highlight chamber and community accomplishments, as well as the achievements of chamber members, the Port Wentworth Chamber of Commerce will produce monthly informative e-newsletters targeted to each interest group.

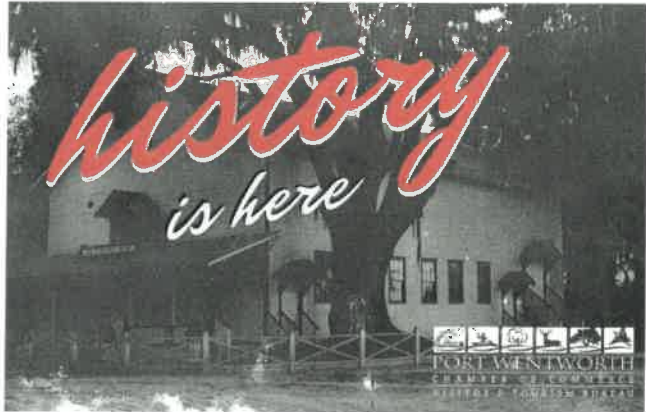
In FY20, the chamber sent out 12 monthly e-newsletters and 20 tourism e-updates to our visitors that have subscribed to our tourism updates. Updates had an average open rate of 34%, which is 15% above the industry standard average of 19%. The chamber also sent out e-updates regarding special events, annual events, chamber events and business updates.

INTERACTIVE CONSUMER MESSAGING

Interactive post cards will be available for visitors to customize and send online through the VisitPortWentworth.com website. The post cards will also be available to download and print.



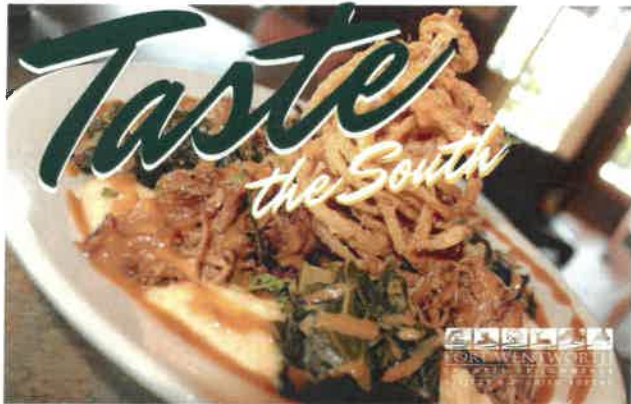
SAVANNAH NATIONAL WILDLIFE REFUGE | VISITPORTWENTWORTH.COM



PORT WENTWORTH COMMUNITY HOUSE 1939 | VISITPORTWENTWORTH.COM



ANNUAL OYSTER ROAST, BBQ & MUSIC FESTIVAL | VISITPORTWENTWORTH.COM



SWEET TEA GRILLE | VISITPORTWENTWORTH.COM



SAVANNAH RIVER, PORT WENTWORTH | VISITPORTWENTWORTH.COM

Attachment: Port Wentworth Chamber of Commerce (2476 : Request for Proposal (RFP) - Port Wentworth Chamber of Commerce)

"ONE OF MY PRIMARY OBJECTS IS TO FORM THE TOOLS SO THE TOOLS THEMSELVES SHALL FASHION THE WORK AND GIVE TO EVERY PART ITS JUST PROPORTION."

- ELI WHITNEY
INVENTOR OF THE COTTON GIN, MULBERRY GROVE PLANTATION

PORT WENTWORTH
CHAMBER OF COMMERCE



Fiscal Year 2022 Destination Marketing Plan

All information and content included within this proposal are the sole property of the Port Wentworth Chamber of Commerce, Inc. and is not to be used without the written permission of the chamber.

Port Wentworth Chamber of Commerce ©2021



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 08/05/21 06:30 PM
Department: City Administrator
Category: Presentation
Prepared By: Shanta Scarboro
Department Head: Edwin L. Booth

SCHEDULED

AGENDA ITEM (ID # 2477)

DOC ID: 2477

Request for Proposal (RFP) - Port Wentworth Tourism Bureau

Issue/Item: Request for Proposal (RFP) - Port Wentworth Tourism Bureau

Background: The City of Port Wentworth, Georgia is authorized by the State of Georgia to levy and collect an excise tax upon hotels and motels in the City. The City may spend a percentage of the excise taxes for the purpose of promoting tourism, trade shows and for promoting, attracting, stimulating, and developing conventions and tourism in the City, etc.

As a result, a Request for Proposal (RFP) for any organization defined under Official Code of Georgia, Section 48-13-50.2 as being eligible to receive such designated tax funds and use them for the purposes intended by law was posted on June 3, 2021 with a deadline for submissions being set for July 6, 2021 by 5:00 p.m.

Those organizations that submitted a proposal will be given the opportunity to elaborate on how their organization would use the funds for the benefit of the City and the Citizens of Port Wentworth.

ATTACHMENTS:

- Port Wentworth Tourism Bureau (PDF)

**Port Wentworth Tourism Bureau, Inc.
Response to City of Port Wentworth Request for Proposals**

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About Us	Page 4
Experience	Page 4
Board	Page 4
Community Support	Page 5
Proposed Services	Page 6

Attachment: Port Wentworth Tourism Bureau (2477 : Request for Proposal (RFP) - Port Wentworth Tourism Bureau)

City of Port Wentworth
 Attn: Edwin L. Booth, City Manager
 7724 GA Highway 21
 Port Wentworth, Georgia 31407

Avril Roy-Smith
 President/CEO
 Port Wentworth Tourism Bureau, Inc.
 16 Roseberry Circle
 Port Wentworth, Georgia 31407

June 6, 2021

Dear Sir,

The Port Wentworth Tourism Bureau, Inc. is a 50(c)6 organization, incorporated is a private sector, non-profit organization with the State of Georgia. We would like to tender our proposal in response to your Request for Proposals, of June 3, 2021.

The Port Wentworth Tourism Bureau, Inc. certifies that it was incorporated March 11, 2020, and that the Internal Revenue Service determined the corporation was exempt from federal income tax, under Internal Revenue Code Section 501(c) (6) on February 10, 2021.

Although a newly organized non-profit corporation, the Port Wentworth Tourism Bureau, Inc. has enlisted a diverse and educated Board, whose skills and relevant experience would guide and help the corporation operate as an effective and responsive destination marketing organization for the City of Port Wentworth through its promotion of the City .

The Port Wentworth Tourism Bureau, Inc. certifies that it has read, understands, and has the ability to comply with the applicable ordinances and resolutions of the City, the regulations, and ordinances of the County in which the work is to be performed, the laws of the State of Georgia and those of the United States.

The Port Wentworth Tourism Bureau, Inc. certifies that, if awarded the contract with the City of Port Wentworth, the corporation consents to an annual audit from an independent certified public accounting firm to ensure full compliance with Georgia Law and City ordinances. The Tourism Bureau understands that such annual audits shall be made public in such a manner as the City shall designate.

In support of our proposal, please find attached an executive summary, statements about the Port Wentworth Tourism Bureau, Inc., the composition of its Board of Directors, details of support from the community and from non-profit organizations with relevant goals, and an itemized proposal of services offered as our tender.

Thank you for considering the Port Wentworth Tourism Bureau, Inc. for the contract with the City of Port Wentworth.

Yours Sincerely,



Avril Roy-Smith
 President/CEO
 Port Wentworth Tourism Bureau
 818-926-9468
 President@PWTB.org

Executive Summary
Port Wentworth Tourism Bureau, Inc.
Response to City of Port Wentworth Request for Proposals

Port Wentworth Tourism Bureau, Inc. is a new 501(c) 6 non-profit, organized and incorporated for the purpose of promoting the City of Port Wentworth and its tourism, engaging in such activities as are consistent with the promotion of the City of Port Wentworth, and supporting those activities and events within the City of Port Wentworth with the potential to attract visitors to the city.

The Port Wentworth Tourism Bureau, Inc. understands that the funding from the City of Port Wentworth consists primarily of a percentage of the excise taxes the city levies on hotels and motels in the city, as authorized under GA Code 48-13-51. The Tourism Bureau's promotional activities will be scaled to reflect the budget provided by the city, and to make the best usage of those funds for the promotion of tourism in the city.

If awarded the contract with the City of Port Wentworth, the organization will provide the services including, but not limited to, the following:

- Creation, maintenance, and regular updating of a modern website, to include integrated use of social media and links to local businesses and organizations websites and social media presences.
- Creation and updating of leaflets and brochures, and its distribution to the various State and Savannah based Welcome Centers.
- Other advertising, both online and in various printed publications, through such companies as Visit Savannah (<https://www.visitsavannah.com>) and Go South Savannah (<https://gosouthsavannah.com>) to raise the profile of the City of Port Wentworth. Advertising will also be placed with relevant travel magazines and/or travel websites.
- Support for, and promotion of, local events.
- Support for, and promotion of, Port Wentworth related organizations, businesses, entities, persons, and landmarks such as Mulberry Grove Foundation and Promised Land Farms.
- Seek out corporate sponsors to fund projects related to the discovery and preservation of the history and heritage of the city, to include actively supporting the creation and maintenance of a Port Wentworth Museum to showcase the city's history from pre-history to the present.
- Work to build a strong working relationship with the Mayor and Council members of the City of Port Wentworth.

About Us

Port Wentworth Tourism Bureau, Inc.

Response to City of Port Wentworth Request for Proposals

Port Wentworth Tourism Bureau, Inc. is a new 501(c) 6 non-profit, organized and incorporated for the purpose of promoting the City of Port Wentworth and its tourism, engaging in such activities as are consistent with the promotion of the City of Port Wentworth, and supporting those activities and events within the City of Port Wentworth with the potential to attract visitors to the city.

Board

The Port Wentworth Tourism Board, Inc. is a Port Wentworth based non-profit corporation. The Board of Directors will consist of City of Port Wentworth residents, allowing for the inclusion of non-residents who possess strong ties to the city or who are the representative of an organization whose interests are based in, or around, the City of Port Wentworth. While the Port Wentworth Tourism Bureau is still actively recruiting for our Board of Directors, the following have accepted positions on the Board of Directors of the Port Wentworth Tourism Bureau, Inc.:

Avril Roy-Smith, President/CEO. A resident of the City of Port Wentworth for more than six years, Avril Roy-Smith trained as an advertising copy writer at J. Walter Thompson, Sydney. Her career in Australia centered on the film and television industry. Since moving to the US, she continued to work in film and television as a writer and editor. The last ten years have been spent designing, writing, and maintaining websites for non-profit corporations.

Derrick Sample: Derrick Sample is a lifelong resident of the City of Port Wentworth. Amongst his many achievements, he is currently President of the local Metal Workers Union.

Ken Miller: Ken Miller is the Mulberry Grove Foundation's Archaeologist Advisor. He served in the United States Air Force from 1967-1971, retiring as a Staff Sergeant after a two year tour in Vietnam. He holds a Bachelor of Science degree in Anthropology, a Bachelor of Science degree in Judaic Studies, a master's degree in Judaic Studies, and worked on the Tel Gezer Archaeological Excavation from 2007-2014.

Dr Patricia D Brown: A resident of the City of Port Wentworth for almost a decade, Dr Patricia Brown has a background in Nursing, holding an Associate Degree in Applied Science, a bachelor's degree in Nursing, and a Master of Science Degree in Integrative Nursing. She also earned two Doctorates in Education.

Captain Bryan H. Roy-Smith (US Army Ret): Captain Roy-Smith is a combat veteran with multiple tours in both Iraq and Afghanistan. He served in the Army Chemical Corps, which is the branch of the US Army tasked with defending against chemical, biological, radiological, and nuclear weapons. Captain Roy-Smith was medically retired after injuries sustained in both theatres. Captain Roy-Smith holds a Bachelor of Arts Degree in Communication, with Minors in American History and Leadership. He also earned a Master of Science Degree in Environmental Science.

Experience

Although the Port Wentworth Tourism, Inc. is a newly incorporated non-profit organization, the Board of Directors have been chosen for the experience that they bring relative to an organization tasked with the promotion of the City of Port Wentworth and to its tourist potential.

Community Support

As of this time, the Port Wentworth Tourism Bureau, Inc. has the full support of the Mulberry Grove Foundation. The Foundation and the Tourism Bureau have created a secure working relationship, which includes a concrete commitment of support. This working relationship will strengthen the depth of experience and the resources available to the Port Wentworth Tourism Bureau, Inc. The Mulberry Grove Foundation's personnel as listed below, and Ken Miller, their Archeological Advisor and a Port Wentworth Tourism Bureau, Inc. Board member, would be volunteering their time and expertise, making a valuable contribution to the Tourism Bureau's mission.

Key among the Mulberry Grove Foundation personnel with regards their support for the Port Wentworth Tourism Bureau, Inc. are:

- Dr. Simona Perry is a pioneer in community-based practices for understanding environmental and social change. She is founder and director of c.a.s.e. Consulting Services, communications coordinator, and director of infrastructure & livelihoods for Livelihoods Knowledge Exchange Network, and a board member of Mulberry Grove Foundation.
- Marty Barnes, a respected historian with an extensive background as the Managing Editor of three travel oriented magazines in her career. She is also on the Board of the Mulberry Grove Foundation.

Among the Mulberry Grove Foundation Advisors, who the Tourism Bureau will have as extra support, are the following:

- Stan Deaton: Ph.D., Senior Historian, Georgia Historical Society; Elaine B. Andrews Historian, Georgia Historical Society.
- Hugh Golson: Historian, former Chatham County School Board Chairman and descendant of a family who once owned the Mulberry Grove Plantation.
- Michael Jordan: Historian, author, and documentary film producer.
- Stratton Leopold: Hollywood movie producer and owner of Leopold's Ice Cream Co.
- Martha McCullough: Granddaughter of Christmas Moultrie, one of the last persons born into slavery at Mulberry Grove and a long-time caretaker of the Plantation.
- Mary Morrison: Philanthropist and owner of Lebanon Plantation.
- Mark Murphy: Medical doctor and author

The Port Wentworth Tourism Bureau, Inc. is in the process of reaching out to other organizations, businesses, and individuals, such as the Promised Land Farm, that are located within the City of Port Wentworth.

**Proposed Services
Port Wentworth Tourism Bureau, Inc.
Response to City of Port Wentworth Request for Proposals**

Overview:

- The Port Wentworth Tourist Bureau, Inc. is an organization whose mission is to promote the City of Port Wentworth and to promote the tourist potential within the city. If awarded the contract with the City of Port Wentworth, the organization will provide the services including, but not limited to, the following proposed services.
- The Port Wentworth Tourism Bureau, Inc. will use the internet, advertising in print media, and the production and display of brochures at State and other Welcome Centers to publicize the history and the available amenities of the City of Port Wentworth in order to increase the number of visitors to the city. The Port Wentworth Tourism Bureau, Inc. will promote the City of Port Wentworth's proximity to both the City of Savannah, and its tourist attraction, and to Interstate 95, and conveniences offered to overnight visitors seeking to break their trips. The Port Wentworth Tourism Bureau will support and promote local events, including Stand Up for America Day.
- The Port Wentworth Tourism Bureau, Inc. will seek a strong working relationship with the Mayor and Council members of the City of Port Wentworth, to include seeking their input and advice on projects and activities undertaken by the Tourism Bureau.
- The Port Wentworth Tourism Bureau, Inc. understands that the funding from the City of Port Wentworth consists primarily of a percentage of the excise taxes the city levies on hotels and motels in the city, as authorized under GA Code 48-13-51. The Tourism Bureau's promotional activities will be scaled to reflect the budget provided by the city, and to make the best usage of those funds for the promotion of tourism in the city. To this end, the Tourism Bureau proposes to perform the majority of the promotional work in house, outsourcing only those processes, such as mass printing of promotional materials, that are normally performed by third-party businesses.

Office:

- The Port Wentworth Tourism Bureau, Inc. will be setting up welcoming offices, open to the public, for in-person visits or for contact via phone and emails, at a location within the City of Port Wentworth. These offices can be at an address as directed or suggested by the City of Port Wentworth, and at a reasonable rent as suggested or directed by the City of Port Wentworth. These offices will maintain regular posted hours for the convenience of local residents, and of tourists seeking information about the City of Port Wentworth and surrounding areas and will feature displays of historical and cultural relevance. The office will be a distribution point for the any brochures and leaflets produced by the Tourism Bureau.

Staff:

- The President/CEO of the Tourism Bureau will perform much of the design work for the web site and publications, as well as acting as a liaison with local businesses, organizations, and individuals.
- A well-qualified assistant who will be a resident of the City of Port Wentworth, will be hired to facilitate reliable and regular hours at the Tourism Bureau offices.

Memberships:

- The Port Wentworth Tourism Bureau, Inc. will sell both Citizen and Business level memberships in the organization to engage and involve local residents, businesses located within the City of Port Wentworth, and other interested parties. These memberships will provide a secondary form of funding.. The income from these Membership fees will be directly applied to the Tourism Bureau's mission of promoting the City of Port Wentworth and encouraging tourists.
- The Port Wentworth Tourism Bureau, Inc. will hold regular meetings, open to the public.

Website:

The primary method, employed by the Port Wentworth Tourism Bureau, Inc., to promote the City of Port Wentworth will be the creation of promotional materials, consistent with current technology, which will be available online. These promotional materials will include:

- A modern accessible website with effective SEO and links to City attractions and businesses.
- A Social Media presence on Facebook, Twitter, and Instagram.
- A regular blog promoting historical aspects of the city, as well as local businesses and events, available on the Tourism Bureau website.
- Links will be provided to the web sites and social media presences of businesses in the City of Port Wentworth.
- A 'virtual museum' showcasing the history and heritage of the City of Port Wentworth. Documents and photos will be solicited from residents and others to be converted into digital copies for this museum.

Print and Other Media:

- The Port Wentworth Tourism Bureau, Inc. will create, and have printed, promotional brochures and leaflets, to be physically distributed, amongst other locations, at the Tourism Bureau offices, at the Georgia Welcome Centers located at the Savannah/Hilton Head Airport, at I-95 South, Mile Marker 111, and at the Savannah Welcome Center at 214 Boundary St, the Savannah Visitors Center at 301 Martin Luther King Jr Blvd, and the Visitor Center at 1 W River Street. These brochures and leaflets will also be available online.
- The Port Wentworth Tourism Bureau, Inc. will create and place print media advertisements highlighting the City of Port Wentworth, its history, and amenities. This activity would be an ongoing process, with the advertisements and publicity being constantly updated and refreshed. The process will require researching and contacting the various print media, with the aim of either buying advertising space in the media or obtaining free publicity by means of news articles and publicity releases.
- The Port Wentworth Tourism Bureau, Inc. will also utilize the advertising available, both online and in various printed publications, through such companies as Visit Savannah (<https://www.visitsavannah.com>) and Go South Savannah (<https://gosouthsavannah.com>) to raise

the profile of the City of Port Wentworth. Advertising will also be placed with relevant travel magazines and/or travel websites.

- The Port Wentworth Tourism Bureau, Inc. will create and distribute signage as might be necessary to promote events within the City of Port Wentworth.

Support for City of Port Wentworth Organizations:

- The Port Wentworth Tourism Bureau, Inc. will support and publicize Port Wentworth related organizations, businesses, entities, persons, and landmarks such as Mulberry Grove Foundation and Promised Land Farms.
- The Port Wentworth Tourism Bureau, Inc. will seek out corporate sponsors to fund projects related to the discovery and preservation of the history and heritage of the city, which will then be showcased to promote tourism.
- The Port Wentworth Tourism Bureau, Inc. will actively foster and support the creation and maintenance of a Port Wentworth Museum. The proposed museum will showcase the history of the city from prehistory to the present and will bring attention to not only Mulberry Grove's extensive history, but also to the Battle of Monteith, the Houston Baptist Church, and other significant historical events and locations. The offices of the Tourism Bureau will feature a small museum as an initial effort to foster the exploration and documentation of the history of the city in an accessible form.
- The Port Wentworth Tourism Bureau, Inc. will support like-minded organizations within the City of Port Wentworth or otherwise relevant to the promotion of the city.

Support for City of Port Wentworth Events:

- The Port Wentworth Tourism Bureau, Inc. will support and publicize Port Wentworth events that are of interest to both residents and tourists. These events would include the long-running Stand Up for America Day. The Port Wentworth Tourism Bureau, Inc. will provide support for these events with publicity online, and in print media, brochures, publicity releases, signage, and other means.



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 08/05/21 06:30 PM
Department: City Administrator
Category: Ordinance
Prepared By: Shanta Scarboro
Department Head: Edwin L. Booth

SCHEDULED

AGENDA ITEM (ID # 2479)

DOC ID: 2479

ORDINANCE NO. 21-02, Millage Rate, First Reading

Issue/Item:

ORDINANCE NO. 21-02, Millage Rate, First Reading

Facts and Findings:

This ordinance is for the purpose of establishing a City millage rate for ad valorem tax for the year 2021 tax digest.

Recommendation:

Approval.

ATTACHMENTS:

- ORDINANCE NO. 21-02 Millage Rate (PDF)
- Copy of Rollback 2021 Port Wentworth (PDF)
- PT-38.0 Millage Rate Certification 2021 (PDF)
- Public Notice - 5 Year History of Levy 2021 (PDF)

ORDINANCE NO. 21-02

An ORDINANCE for the purpose of establishing a city millage rate for ad valorem tax for the year 2021 tax digest.

Be it ordained by the Mayor and Council of the City of Port Wentworth, Georgia. It is hereby ordained by the authority thereof:

The City of Port Wentworth has adopted a millage rate of 4.160.

APPROVED BY THE MAYOR AND COUNCIL OF THE CITY OF PORT WENTWORTH ON THE _____ DAY OF _____, 2021.

1ST READING: _____

2ND READING: _____

ATTEST:

Mayor Gary Norton

Clerk of Council

Attachment: ORDINANCE NO. 21-02 Millage Rate (2479 : ORDINANCE NO. 21-02, Millage Rate, First Reading)

COMPUTATION OF MILLAGE RATE ROLLBACK AND PERCENTAGE INCREASE IN PROPERTY TAXES FOR YEAR 2021

COUNTY TAXING JURISDICTION

INFORMATION FOR THE SHADED PORTIONS OF THIS SECTION MUST BE ENTERED

This information will be the actual values and millage rates certified to the Department of Revenue for the applicable tax years.

DESCRIPTION	2020 DIGEST	REASSESSMENT OF EXISTING REAL PROP	OTHER CHANGES TO TAXABLE DIGEST	2021 DIGEST
REAL	422,287,821	11,105,462	20,741,880	454,135,163
PERSONAL	104,245,945		-18,005,176	86,240,769
MOTOR VEHICLES	3,397,540		-873,850	2,523,690
MOBILE HOMES	199,444		6,080	205,524
TIMBER -100%	61,062		-36,324	24,738
HEAVY DUTY EQUIP	12,052		30,478	42,530
GROSS DIGEST	530,203,864	11,105,462	1,863,088	543,172,414
EXEMPTIONS	55,596,483	1,551,175	-1,279,371	55,868,287
NET DIGEST	474,607,381	9,554,287	3,142,459	487,304,127
FLPA Reimbursement Value	-		0	-
Adjusted NET DIGEST	474,607,381	9,554,287	3,142,459	487,304,127
	(PYD)	(RVA)	(NAG)	(CYD)
2020 MILLAGE RATE >>>	4.160	2021 PROPOSED MILLAGE RATE >>>		4.160

THIS SECTION WILL CALCULATE AUTOMATICALLY UPON ENTRY OF INFORMATION ABOVE

DESCRIPTION	ABBREVIATION	AMOUNT	FORMULA
2020 Net Digest	PYD	474,607,381	
Net Value Added-Reassessment of Existing Real Property	RVA	9,554,287	
Other Net Changes to Taxable Digest	NAG	3,142,459	
2021 Net Digest	CYD	487,304,127	(PYD+RVA+NAG)
2020 Millage Rate	PYM	4.160	
Millage Equivalent of Reassessed Value Added	ME	0.082	(RVA/CYD) * PYM
Rollback Millage Rate for 2021	RR	4.078	PYM - ME

COMPUTATION OF PERCENTAGE INCREASE IN PROPERTY TAXES

If the 2021 Proposed Millage Rate for this Taxing Jurisdiction exceeds the Rollback Millage Rate computed above, this section will automatically calculate the amount of increase in property taxes that is part of the notice required in O.C.G.A. Section 48-5-32.1(c) (2)	Rollback Millage Rate	4.078
	2020 Millage Rate	4.160
	Percentage Increase	2.01%

Attachment: Copy of Rollback 2021 Port Wentworth (2479 : ORDINANCE NO. 21-02, Millage Rate, First Reading)

CERTIFICATIONS

I hereby certify that the amount indicated above is an accurate accounting of the total net assessed value added by the reassessment of existing real property for the tax year for which this rollback millage rate is being computed.

Chairman, Board of Tax Assessors

Date

I hereby certify that the values shown above are an accurate representation of the digest values and exemption amounts for the applicable tax years.

Tax Collector or Tax Commissioner

Date

I hereby certify that the above is a true and correct computation of the rollback millage rate in accordance with O.C.G.A. Section 48-5-32.1 for the taxing jurisdiction for tax year 2021 and that the final millage rate set by the authority of this taxing jurisdiction for tax year 2021 is _____

CHECK THE APPROPRIATE PARAGRAPH BELOW THAT APPLIES TO THIS TAXING JURISDICTION

___ If the final millage rate set by the authority of the taxing jurisdiction for tax year 2021 exceeds the rollback rate, I further certify that the required advertisements, notices, and public hearings have been conducted in accordance with O.C.G.A. Sections 48-5-32 and 48-5-32.1 as evidenced by the attached copies of the published five year history and current digest advertisement, the "Notice of Intent to Increase Taxes" showing the times and places when and where the required public hearings were held, and a copy of the press release provided to the local media.

___ If the final millage rate set by the authority of the taxing jurisdiction for tax year 2021 does not exceed the rollback rate, I further certify that the required five year history and current digest advertisement has been published in accordance with O.C.G.A. Section 48-5-32 as evidenced by the attached copy of such advertised report.

Signature of Responsible Party

Title

Date

Attachment: Copy of Rollback 2021 Port Wentworth (2479 : ORDINANCE NO. 21-02, Millage Rate, First Reading)

CITY AND INDEPENDENT SCHOOL MILLAGE RATE CERTIFICATION FOR TAX YEAR 2021

<http://www.dor.ga.gov>



Complete this form once the levy is determined, and if zero, report this information in Column 1. Mail a copy to the address below or fax to (404)724-7011 and distribute a copy to your County Tax Commissioner and Clerk of Court. This form also provides the Local Government Service Division with the millage rates for the distribution of Railroad Equipment Tax and Alternative Ad Valorem Tax.

Georgia Department of Revenue
Local Government Services Division
4125 Welcome All Road
Atlanta, Georgia 30349
Phone: (404) 724-7003 Fax: (404) 724-7011

CITY NAME City of Port Wentworth		ADDRESS 7224 GA Highway 21		CITY, STATE, ZIP Port Wentworth, Georgia 31407		
FEI # 58-6010560	CITY CLERK Shanta M. Scarboro	PHONE NO. 912-964-4379	FAX 912-966-7429	EMAIL sscarboro@cityofportwentworth.com		
OFFICE DAYS / HOURS M-F, 8:30 am - 5:00 pm	ARE TAXES BILLED AND COLLECTED BY THE () CITY OR (X) COUNTY TAX COMMISSIONER? LIST VENDOR, CONTACT PERSON AND PHONE NO. Chatham County Tax Commissioner, Sonya L. Jackson (912) 652-7100					
List below the amount & qualifications for each <u>LOCAL</u> homestead exemption granted by the City and Independent School System.						
CITY			INDEPENDENT SCHOOL			
Exemption Amount	Qualifications		Exemption Amount	Qualifications		
40,000	Senior citizens 65+ yoa with less than					
	11,500 annual income or totally disabled					
	Resident must also own and live in home					
If City and School assessment is other than 40%, enter percentage millage is based on _____%. List below the millage rate in terms of mills. EXAMPLE: 7 mills (or .007) is shown as 7.000. PLEASE SHOW MILLAGE FOR EACH TAXDING JURISDICTION EVEN IF THERE IS NO LEVY.						
CITY DISTRICTS	DISTRICT NO.	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5
List Special Districts if different from City District below such as CID's, BID's, or DA's	List District Numbers	Gross Millage for Maintenance & Operations	**Less Rollback for Local Option Sales Tax	Net Millage for Maintenance & Operation Purposes (Column 1 less Column 2)	Bond Millage (If Applicable)	Total Millage Column 3 + Column 4
City Millage Rate		8.541	4.381	4.160		4.160
Independent School System						0.000
Special Districts						0.000
						0.000
						0.000
						0.000
**Local Option Sales Tax Proceeds must be shown as a mill rate rollback if applicable to Independent School.						

Name of County(s) in which your city is located: **Chatham**

I hereby certify that the rates listed above are the official rates for the Districts indicated for Tax Year 2018

Date Mayor or City Clerk

PUBLIC NOTICE

The City of Port Wentworth does hereby announce that the 2021 millage rate will be set at a Special Called meeting to be held at City Hall on August 5, 2021 at 6:30pm and pursuant to the requirements of O.C.G.A. Section 48-5-32 does hereby publish the following presentation of the current year's tax digest and levy, along with the history of the tax digest and levy for the past five years.

CURRENT 2021 TAX DIGEST AND 5 YEAR HISTORY OF LEVY

	2016	2017	2018	2019	2020	2021
Real & Personal	405,653,631	437,586,659	435,691,155	488,698,006	526,533,766	540,375,932
Motor Vehicles	7,415,550	5,308,800	3,751,150	3,075,650	3,397,540	2,523,690
Mobile Homes	756,116	759,396	473,676	225,360	199,444	205,524
Timber - 100%	-	-	-	-	61,062	24,738
Heavy Duty Equipment	-	-	-	6,108	12,052	42,530
Gross Digest	413,825,297	443,654,855	439,915,981	492,005,124	530,203,864	543,172,414
Less M& O Exemptions	32,089,432	42,423,056	44,040,936	48,487,444	55,596,483	55,868,287
Net M & O Digest	381,735,865	401,231,799	395,875,045	443,517,680	474,607,381	487,304,127
State Forest Land Assistance Grant Value						
Adjusted Net M&O Digest	381,735,865	401,231,799	395,875,045	443,517,680	474,607,381	487,304,127
Gross M&O Millage	8.890	8.885	9.291	8.910	8.450	8.541
Less Rollback (LOST)	4.319	4.314	4.720	4.750	4.290	4.381
Net M&O Millage	4.571	4.571	4.571	4.160	4.160	4.160
Total City Taxes Levied	1,744,915	1,834,031	1,809,545	1,845,034	1,974,367	2,027,185
Net Taxes \$ Increase		89,116	(24,486)	35,489	129,333	52,818
Net Taxes % Increase		5.11%	-1.34%	1.96%	7.01%	2.68%

Attachment: Public Notice - 5 Year History of Levy 2021 (2479 : ORDINANCE NO. 21-02, Millage Rate, First Reading)



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 08/05/21 06:30 PM
Department: City Administrator
Category: Ordinance
Prepared By: Shanta Scarboro
Department Head: Edwin L. Booth

SCHEDULED

AGENDA ITEM (ID # 2480)

DOC ID: 2480

ORDINANCE NO. 21-02, Millage Rate, Second Reading

Issue/Item:

ORDINANCE NO. 21-02, Millage Rate, Second Reading

Facts and Findings:

This ordinance is for the purpose of establishing a City millage rate for ad valorem tax for the year 2021 tax digest.

Recommendation:

Approval.