



BOARD OF COUNTY COMMISSIONERS

T. PAGE THARP GOVERNMENTAL BUILDING
102 STARKSVILLE AVENUE NORTH, LEESBURG, GEORGIA 31763

TUESDAY, SEPTEMBER 26, 2023 AT 6:00 P.M.
T. PAGE THARP BUILDING
OPAL CANNON AUDITORIUM
WWW.LEE.GA.US

MEETING AGENDA
VOTING SESSION

COUNTY COMMISSIONERS

Billy Mathis, Chairman	District 3
Luke Singletary, Vice-Chairman	District 2
Dennis Roland, Commissioner	District 1
Chris Guarnieri, Commissioner	District 4
George Walls, Commissioner	District 5

COUNTY STAFF

Christi Dockery, County Manager
Kaitlyn Good, County Clerk
Jimmy Skipper, County Attorney

- | | <u>PAGE</u> |
|--|-------------|
| 1. <u>INVOCATION</u>
Apostle Malden Batten, The Church of Leesburg, to lead the invocation. | |
| 2. <u>PLEDGE OF ALLEGIANCE</u> | |
| 3. <u>CALL TO ORDER</u> | |
| 4. <u>APPROVAL OF MINUTES</u>
(A) Consideration to approve the minutes for the Board of Commissioners meeting for September 12, 2023. | A - E |
| 5. <u>CONSENT AGENDA</u>
NONE | |
| 6. <u>NEW BUSINESS</u>
(A) Recognition of employees' years of service. | 1 |
| 7. <u>PUBLIC HEARING</u>
NONE | |
| 8. <u>DEPARTMENTAL MATTERS</u>
<u>Building Inspection/ Business Licensing</u>
(A) Consideration to approve an application for an alcohol license from Mr. Devanshukumar Patel for the retail sale of off-premise consumption of liquor, wine and beer. This will be a Package Store named "The Spirits" proposed to be located at 1379 US Hwy 82 West. | 2 - 5 |
| <u>Fire & EMS</u>
(B) Consideration to approve the engine repair for Engine 8. | 6 - 7 |
| <u>Parks & Recreation</u>
(C) Discussion of the "Pocket Parks" revitalization project. <i>HANDOUT</i> | |
| <u>Planning, Zoning & Engineering</u>
(D) Review of the minutes from the September 7, 2023 Planning Commission meeting. | 8 - 10 |

9. **CONSTITUTIONAL OFFICERS & GOVERNMENTAL BOARDS/AUTHORITIES**

NONE

10. **COUNTY MANAGER'S MATTERS**

- (A) Updates on County projects. 11 - 16
- (B) Consideration to award the bid for Landscaping of the Tharp Building and the Courthouse. 17 - 19
- (C) Consideration to adopt a Resolution Urging the Governor and General Assembly of Georgia to Continue Efforts to Reform and Improve Mental Health Services for the Citizens of Georgia. 20

11. **COMMISSIONER'S MATTERS**

- (A) Consideration to approve a Professional Services Agreement with Reliable Engineering for the Design and R-O-W Plat Generation of the Coston Road paving project. 21 - 24
- (B) Consideration to approve a Professional Services Agreement with Reliable Engineering for the Design, Bid, and Construction Administration for the County roads resurfacing project. 25 - 27

12. **UNFINISHED BUSINESS**

NONE

13. **COUNTY ATTORNEY'S MATTERS**

NONE

14. **EXECUTIVE SESSION**

NONE

15. **PUBLIC FORUM**

Citizens will be allowed to address the Board of Commissioners regarding any issues or complaints. Individuals should sign up prior to the start of the meeting.

16. **ANNOUNCEMENTS**

- (A) The next regularly scheduled County Commission Meeting is **Tuesday, October 10, 2023 at 6:00pm.**

17. **ADJOURNMENT**

AGENDA MAY CHANGE WITHOUT NOTICE

Lee County is a thriving vibrant community celebrated for its value of tradition encompassing a safe family oriented community, schools of excellence, and life long opportunities for prosperity and happiness without sacrificing the rural agricultural tapestry.

Persons with special needs relating to handicapped accessibility or foreign language interpretation should contact the ADA Coordinator at (229) 759-6000 or through the Georgia Relay Service (800) 255-0056 (TDD) or (800) 355-0135 (voice). This person can be contacted at the T. Page Tharp Building in Leesburg, Georgia between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday, except holidays, and will assist citizens with special needs given proper notice of seven (7) working days. The meeting rooms and buildings are handicap accessible.



BOARD OF COUNTY COMMISSIONERS

T. PAGE THARP GOVERNMENTAL BUILDING
102 STARKSVILLE AVENUE NORTH, LEESBURG, GEORGIA 31763

TUESDAY, SEPTEMBER 12, 2023 6:00 P.M.

T. PAGE THARP BUILDING
OPAL CANNON AUDITORIUM
WWW.LEE.GA.US

MEETING MINUTES
WORK SESSION

COUNTY COMMISSIONERS

Billy Mathis, Chairman	District 3
Luke Singletary, Vice-Chairman	District 2
Dennis Roland, Commissioner	District 1
Chris Guarnieri, Commissioner	District 4
George Walls, Commissioner	District 5

COUNTY STAFF

Christi Dockery, County Manager
Kaitlyn Good, County Clerk
Jimmy Skipper, County Attorney

The Lee County Board of Commissioners met in a work session on Tuesday, September 12, 2023. The meeting was held in the Opal Cannon Auditorium of the Lee County T. Page Tharp Governmental Building in Leesburg, Georgia. Those present were Chairman Billy Mathis, Commissioner Dennis Roland, Commissioner Chris Guarnieri, and Commissioner George Walls. Staff in attendance was County Manager Christi Dockery, County Attorney Jimmy Skipper, and County Clerk Kaitlyn Good. Vice-Chairman Luke Singletary was absent. The meeting was also streamed on Facebook Live. Chairman Mathis called the meeting to order at 6:00pm.

INVOCATION

Youth Pastor Spencer Kinkade, First Baptist Church of Albany, led the invocation.

PLEDGE OF ALLEGIANCE

The Board and the audience said the Pledge of Allegiance in unison.

CALL TO ORDER

APPROVAL OF MINUTES

- (A) **Consideration to approve the minutes for the Board of Commissioners meeting for August 22, 2023.**
Commissioner Roland made the **MOTION** to approve the minutes for the Board of Commissioners meeting for August 22, 2023. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Guarnieri voting yea.

CONSENT AGENDA

NONE

NEW BUSINESS

NONE

PUBLIC HEARING

- (A) **A Public Hearing will be held to set the millage rate.**
Chairman Mathis opened the Public Hearing.

Chairman Mathis stated that there would be no tax increase by the Board of Commissioners.

With no further comments or questions from the Board, audience, or staff, the Public Hearing was closed.

Consideration to adopt a resolution to set the 2023 millage rate.

Commissioner Roland made the **MOTION** to adopt a resolution to set the 2023 millage rate. Commissioner Guarnieri seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

Total mills for the unincorporated area of Lee County for 2023 is 30.21 (12.406 net mills for County government operations + 17.80 net mills for school operations).

- (B) **Joy and Robert Pilcher (Z23-009) have submitted an application for the proposed re-zoning of an 18.856-acre property located at 120 White Column Drive for the purpose of operating an event center on their property. All that tract or parcel of land lying and being in Land Lots 228, 229, 252, and 253 of the Second Land District of Lee County, Georgia, and being all of Lot 1 of a minor subdivision of Hickory Grove Antebellum Estate, according to a map or plat of the subdivision recorded in Superior Court of Lee County, Georgia. The parcel # is 018C 157. The Current Zoning is R-1 and the Proposed Zoning is C-3. Planning Commission recommended denial with a vote of 5 – 1.**

This Public Hearing was cancelled as the application was withdrawn by the applicant on the morning of September 12, 2023.

DEPARTMENTAL MATTERS

Parks & Recreation

- (A) **Discussion of the “Pocket Parks” revitalization project. HANDOUT**

Chairman Mathis advised Parks and Recreation Director Jeremy Morey to meet with the commissioner in whose district each park was located and discuss specific ideas and wants for the respective parks.

Commissioner Roland made the **MOTION** to table the discussion of the “Pocket Parks” revitalization project. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Guarnieri voting yea.

Planning, Zoning & Engineering

- (B) **Consideration to approve a variance application for Shirley Lorraine Mills (Z23-010) requesting the replacement of a mobile home, with a new mobile home being larger than the 1,500 sq. ft. maximum allowed size for an in-law suite. The subject property is 376 Middle Rd South and has a total of 31.92 acres. This property lies within the First Land District of Lee County, Georgia. This property is currently zoned Agricultural and the parcel # is 059 021. Planning Commission unanimously recommended approval.**

Commissioner Walls made the **MOTION** to approve a variance application for Shirley Lorraine Mills (Z23-010) requesting the replacement of a mobile home, with a new mobile home being larger than the 1,500 sq. ft. maximum allowed size for an in-law suite. The subject property is 376 Middle Rd South and has a total of 31.92 acres. This property lies within the First Land District of Lee County, Georgia. This property is currently zoned Agricultural and the parcel # is 059 021. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Guarnieri voting yea.

Public Works

- (C) **Consideration to declare vehicles surplus.**

Commissioner Roland made the **MOTION** to declare the following vehicles surplus, to be sold on GovDeals: a 2002 Ford F-150 XL with 185,631 miles, VIN 4734; a 2003 Ford F-150 XL with 205,647 miles, VIN 3283; and a 2009 Chevy Tahoe with 296,177 miles, VIN 6674. Commissioner Guarnieri seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

CONSTITUTIONAL OFFICERS & GOVERNMENTAL BOARDS/AUTHORITIES

- (A) **Consideration to appoint one (1) member to the Housing Authority Board for a term of five (5) years. Current term expired 08/31/2023. New term expires 08/31/2028. Letter of interest in appointment received from Cicily Florence.**

Commissioner Roland made the **MOTION** to appoint Cicily Florence to the Housing Authority Board for a

term of five (5) years, expiring 08/31/2028. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Guarnieri voting yea.

- (B) **Consideration to appoint one (1) member to the Tax Assessors Board to fill a current vacancy with an unexpired term of three (3) years. Current term expires 05/31/2024. Letters of interest in appointment received from Bobbie Yandell and Cicily Florence.**

Commissioner Roland made the **MOTION** to appoint Bobbie Yandell to the Tax Assessors Board to fill a current vacancy with an unexpired term of three (3) years, expiring 05/31/2024. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Guarnieri voting yea.

COUNTY MANAGER'S MATTERS

- (A) **Updates on County projects.**

County Manager Christi Dockery stated that with the law change for SPLOST allowing for collections for online sales, the County is at 88% of collection as of August 2023.

County Attorney Jimmy Skipper stated that SPLOST VIII could be placed on the ballot in March 2024, May 2024, or November 2024; it is too late to have it on the November 2023 ballot.

Commissioner Roland made the **MOTION** to approve placing SPLOST VIII on the March 2024 ballot. Commissioner Guarnieri seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

Meetings will be scheduled with County, City of Leesburg, and City of Smithville officials.

- (B) **Consideration to approve a Utility Easement with the City of Leesburg for property on the State Route 3 bypass.**

Leesburg City Manager Bob Alexander and Chad Griffin of Still Waters Engineering, were present and available for questions. Mr. Griffin explained that this 20 foot easement would allow a water main (a 12 inch pipe) to be run along the 100 acre property on the State Route 3 Bypass. Phase 1 is the water main, with a potential Phase 2 to include a sewer line at a later time.

Commissioner Roland made the **MOTION** to approve a Utility Easement with the City of Leesburg for property on the State Route 3 bypass, subject to County Attorney Skipper's review. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Guarnieri voting yea.

- (C) **Consideration to approve proposed SPLOST VIII projects.**

This item was tabled so as to provide the Board more time to review the proposed projects and will be brought back up for discussion at a future meeting.

- (D) **Consideration to approve a quote for the Classification and Compensation Study.**

Commissioner Guarnieri made the **MOTION** to approve a quote for the Classification and Compensation Study from The Archer Company for \$27,000.00 to come from Contingency funds. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

- (E) **Consideration to authorize submission of the 2024 LMIG application.**

Commissioner Roland made the **MOTION** to authorize the submission of the 2024 LMIG application to the Georgia Department of Transportation. Commissioner Guarnieri seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

The county's formula amount for 2024 is \$690,908.06, plus our 30% local match of \$207,272.42 comes to a total of \$898,180.48 to put towards various road projects. This is an increase of \$82,528.29 from FY2023. **All electronic LMIG applications must be received no later than February 1, 2024.** The application includes the resurfacing of the following County roadways: Chokee Road, Country Drive, Knollwood Drive, Springlake Drive, and Wiregrass Way.

(F) **Consideration to authorize staff to put out a bid for road projects.**

Commissioner Roland made the **MOTION** to authorize staff to put out a bid for road projects. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Guarnieri voting yea.

The bid(s) will include, but not be limited to, the resurfacing or paving of the following roadways or portions of roadways: Argyll Place, Aylesbury Place, Berkeley Road, Cambridge Road, Carillon Court, Carowind Drive, Choake Road, Coosaw Court, Coston Road, Country Drive, Creek Isle Drive, Creekshire Court, Creekview Drive, Danbury Lane, Doris Drive, Foxworth Drive, Halifax Place, Huntingdon Drive, Johns Drive, Knollwood Drive, Lavender Lane, Longleaf Drive, Margate Drive, Marion Court, Midway Street, Morning Mist Drive, Muckalee Lane, New York Road, Pebble Ridge Drive, Pineview Drive, Pinewood Road, Red Bay Court, Springlake Drive, Towne Lane, Victorian Court, Village Lane, Warrington Road, Willard Court, and Wiregrass Way.

COMMISSIONER'S MATTERS

NONE

UNFINISHED BUSINESS

NONE

COUNTY ATTORNEY'S MATTERS

- (A) **Consideration to adopt an ordinance to amend Chapter 70, Article III, Section 70-94 of the Code of Ordinances of Lee County relating to greenspace, so as to establish the process to determine unbuildable land and undevelopable land. Planning Commission recommends approval, with the following amendment: A minimum of twenty-five percent (25%) of the remaining developable land shall be preserved as greenspace regardless of service level. Public Hearing held July 11, 2023**

County Attorney Jimmy Skipper stated that he had made some changes to the ordinance since previous discussions. Chairman Mathis stated that he believed staff wished to make more changes.

Commissioner Roland made the **MOTION** to table an ordinance to amend Chapter 70, Article III, Section 70-94 of the Code of Ordinances of Lee County relating to greenspace, so as to establish the process to determine unbuildable land and undevelopable land. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Guarnieri voting yea.

EXECUTIVE SESSION

NONE

PUBLIC FORUM

Citizens will be allowed to address the Board of Commissioners regarding any issues or complaints. Individuals should sign up prior to the start of the meeting.

Paul Clayton- State of Old Leslie Road

Sam Johnson- State of Old Leslie Road

Bruce and Pattie Fackler- Concern with neighbor having a tiny home in the backyard

ANNOUNCEMENTS

- (A) The next regularly scheduled County Commission Meeting is **Tuesday, September 26, 2023 at 6:00pm.**

ADJOURNMENT

The meeting adjourned at 6:20PM.

Facebook video link: <https://www.facebook.com/leecountyga/videos/1395547651367436>

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The meeting rooms and buildings are handicap accessible.

DRAFT



**MEMORANDUM
LEE COUNTY BOARD
OF COMMISSIONERS**

TO: Honorable Board of County Commissioners
SUBJECT: Employee Years of Service Recognition
MEETING DATE: Tuesday, September 26, 2023

Please recognize the following employees for their many years of service to Lee County:

- 5 years – Courtney Dassie – Communication Officer, E-911
- 5 years – Jamie Roberts – Equipment Operator, Public Works
- 5 years – Matthew Brown – Assistant Shift Commander, Sheriff's Office



LEE COUNTY, GA GOVERNMENT

SUBJECT: Package Store License

DATE SUBMITTED: 9/11/23

DIVISION:

AUTHORIZED BY: Joey Davenport

AGENDA DATE REQUESTED:
9/26/2023

TYPE:

CONTACT PERSON: Carol Lee

DEPARTMENT: Inspection/Licensing

Regular
 Consent

MOTION/RECOMMENDATION:

Staff requests the Board of Commissioners consider an Alcohol Application for a Package Store proposed to be located at 1379 US Hwy 82 West.

BACKGROUND:

All requirements have been met by the applicant.

ATTACHMENTS:

1. Memo
2. Planner's Report

<u>REVIEWED BY (INITIALS):</u> Legal: Finance: Other:	<u>ADVERTISED:</u> Date:9/13/23 Paper: Lee County Ledger <input type="checkbox"/> Not Required	<u>COMMISSION ACTION:</u> <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied <input type="checkbox"/> Continued to:
<u>USER DEPT.:</u>	<u>COSTS:</u>	<u>FUNDING SOURCE:</u> <input type="checkbox"/> Capital Improvement <input type="checkbox"/> Operating <input type="checkbox"/> Other
<u>SUBMITTED BY:</u> _____ County Manager	<u>CURRENT FY:</u> <u>APPROPRIATION CODE:</u> <u>AFFECTED PARTIES:</u> <input type="checkbox"/> Notified <input type="checkbox"/> N/R	



BOARD OF COUNTY COMMISSIONERS

T. PAGE THARP GOVERNMENTAL BUILDING
102 STARKSVILLE AVENUE NORTH, LEESBURG, GEORGIA 31763

**LEE COUNTY BUILDING INSPECTION
BUILDING INSPECTION
BUILDING PERMITS
BUSINESS LICENSE
ALCOHOL LICENSE**

Joey Davenport
Chief Building Official

Carol Lee
Administrative Assistant

Martha Roberts
Permit Technician

Lee County, Georgia
102 Starksville Ave. N.
Leesburg, GA 31763
(229) 759-6000
Fax: (229) 759-2346
Web: www.lee.ga.us
buildinginspections@lee.ga.us

*One of the first
original counties of
Georgia*

*Established
June 9, 1825*

Lee County Alcohol License Memorandum

Date: 9/26/23

To: Lee County Board of Commissioners

From: Carol Lee
License Administrator

RE: Package Store Application

Mr. Devanshukumar Patel is requesting that the Lee County Board of Commissioners grant him an Alcohol License for retail sale of off-premise consumption of liquor, wine and beer. This will be a Package Store named The Spirits located at 1379 US 82 West.

CONSIDERATIONS FOR APPROVAL OR DENIAL

- 1. The existence or non-existence of verifiable information regarding the applicant's work history, status, experience, and reputation.**

The Business License Department is unaware of any negative information relating to the applicant's work history, status...etc. There is no record of any information on these subjects that would require staff to recommend against the granting of the application for this license.

- 2. The history of the applicant, if any, in engaging in fraudulent or criminal activities.**

See summary by request.

- 3. Compliance with application requirements.**

The applicant has completed all application requirements.



LEE COUNTY
Life works well here.

BOARD OF COUNTY COMMISSIONERS

T. PAGE THARP GOVERNMENTAL BUILDING
102 STARKSVILLE AVENUE NORTH, LEESBURG, GEORGIA 31763

**LEE COUNTY BUILDING INSPECTION
BUILDING INSPECTION
BUILDING PERMITS
BUSINESS LICENSE
ALCOHOL LICENSE**

Joey Davenport
Chief Building Official

Carol Lee
Administrative Assistant

Martha Roberts
Permit Technician

Lee County, Georgia
102 Starksville Ave. N.
Leesburg, GA 31763
(229) 759-6000
Fax: (229) 759-2346
Web: www.lee.ga.us
buildinginspections@lee.ga.us

*One of the first
original counties of
Georgia*

*Established
June 9, 1825*

4. Adequate and satisfactory reference response.

Reference response was adequate and satisfactory.

5. Proximity of the proposed business to densely populated residential districts.

(See Planner's Report)

6. Compliance with zoning regulations.

(See Planner's Report)

7. Safety of the premises from which the business will operate.

(See Planner's Report)

8. Compliance with state and local laws, regulations and ordinances.

All requirements relating to the application have been met.

STAFF RECOMMENDATION:

Staff requests the Board of Commissioners consider the Alcohol Application for The Spirits Package Store.



LEE COUNTY
Planning Department
Lee County, Georgia
Staff Report

Package Store License Review

Application Name: Request by Devanshukumar Patel for the retail sale of off-premises consumption of liquor, wine, and beer in an existing structure on property zoned C-2.

Date: 9/22/2023

Applicant Name: Devanshukumar Patel

Business Name: The Spirits

Location: 1379 U.S. Highway 82 West, Leesburg, parcel 029B317A in Land Lot 263 of the 2nd Land District

Existing Zoning: C-2

Considerations for Approval or Denial

Proximity of the proposed business to densely populated residential districts.

The subject property has frontage on Hwy 82 and side frontage on a private road that lies between the subject property and the Raceway gas station on the corner of US 82 and Fussell Road. All properties adjacent to the subject property are commercial in zoning and current use (the subject property and adjacent property to the northwest are vacant/undeveloped). The nearest single-family residential subdivision on the same side of Hwy 82 with moderate overall density is located approximately 2,500 feet to the east along Fussell Road. This area includes Hillridge subdivision, zoned R-1 and comprised of approximately 110 lots of approximately 1/3 acre each. Adjacent residential use in the R-1 Palmyra neighborhood extends eastward and on the south side of Fussell Road and is typically 1 acre lot density. Across Hwy 82, Marlow Lane provides access to Story Acres subdivision where the first residential property is approximately 1,500 feet by road from the subject property and lot sizes are typically 0.75 to 1 acre. No R-1 single family properties in the vicinity have direct frontage on Highway 82 as does the subject property, and there are no multi-family residential properties in the vicinity.

Compliance with Zoning Regulations.

The proposed location is not within one hundred (100) yards of any school building, school ground, church, college campus, or alcohol treatment facility per Sec. 6-56. All properties within 100 yards are zoned C-2 and are either commercially used or vacant/undeveloped. Additionally, C-2 zoning allows "any retail or service establishment" as a permitted use, which would be understood to include package stores. No other restrictions or conditions are found in the C-2 district regarding liquor stores or sales.

Planner Recommendation

Based on the information provided above, and provided that all other requirements are met, staff recommends the Lee County Board of Commissioners approve the application made by Devanshukumar Patel for the establishment of a business offering retail sale of off-premises consumption of liquor, wine, and beer with the assumption and condition that all associated County ordinances, standards and requirements for structure and site, including parking, will be met.



Lee County Fire and Emergency Services

342 Leslie Hwy

Leesburg Ga, 31763

229-759-6090

September 18, 2023

The Honorable Board of Commissioners

Ref: Fire Engine #8

Engine 8 is a 2003 International that is a reserve truck. The diesel engine on this unit has lost power and needs to be replaced and the cost provided by the mechanic is up to \$50,000. With this Engine out of service, we only have one reserve. Due to the cost of a new Fire Engine now being over \$700,000, I recommend that we proceed with the repairs to Engine 8. The Fire Pump is in good condition and with this unit being repaired we will have many years of reliable service from this unit as a reserve.

Respectfully,

David Forrester

Fire Chief

	Mileage	
Engine 1	53421	2018 International
Engine 2	17861	2021 Freightliner
Engine 3	65636	2015 International
Engine 4	77313	2010 International
Engine 5	27569	2020 Freightliner
Engine 6	79856	2001 International
Engine 7	101278	2004 Freightliner
Engine 8	Out of Service	2003 International
Engine 9	47405	2002 International
Service Truck	14376	2018 International



Lee County - Leesburg - Smithville Planning Commission

CHAIRMAN JASON SHEFFIELD, VICE-CHAIRMAN JIM QUINN
JOHNNY GOLDEN, KYLE LUCKIE, MIKE MCVEY, TONYA MYRICK, SHIRLEY STILES

Meeting Minutes
September 7, 2023 at 6:00 P.M.
Opal Cannon Auditorium
T. Page Tharp Governmental Building
102 Starksville Avenue North
Leesburg, GA 31763

- I. CALL TO ORDER
- II. ACKNOWLEDGEMENT OF GEORGIA LAW REGARDING CAMPAIGN CONTRIBUTIONS
- III. NEW BUSINESS
- IV. APPROVAL OF MINUTES
 - (A) Approval of the minutes from the July 6, 2023 Planning Commission meeting.
- V. PUBLIC HEARINGS

ZONING APPLICATION

(A) Joy and Robert Pilcher (Z23-009) have submitted an application for the proposed re-zoning of an 18.856-acre property located at 120 White Column Drive for the purpose of operating an event center on their property. All that tract or parcel of land lying and being in Land Lots 228, 229, 252, and 253 of the Second Land District of Lee County, Georgia, and being all of Lot 1 of a minor subdivision of Hickory Grove Antebellum Estate, according to a map or plat of the subdivision recorded in Superior Court of Lee County, Georgia. The parcel # is 018C 157. Current Zoning is R-1 and the Proposed Zoning is C-3.

Applicant Presentation

Summer Resnick and Robert Pilcher addressed the commission starting how the venue would be of minimal impact to the neighbors around.

Public Support

None

Public Opposition

Kyle Goforth and Mr. Husain addressed the Planning Commission and expressed concerns about past events that have been held with noise later than the ordinance and some parking concerns. Janice Beckham, Robert Richards, and James Jones addressed the Planning Commission with similar concerns.



The Planning Commission also received letters from other homeowners.

The Public Hearing was closed at 6:40pm.

Planning Commission Discussion and Recommendation

The vote was 5 opposed and 1 in favor.

VARIANCE APPLICATION

(B) **Shirley Lorraine Mills (Z23-010)** has submitted a variance application requesting the replacement of a mobile home, with a new mobile home being larger than the 1,500 sq. ft. maximum allowed size for an in-law suite. The subject property is 376 Middle Rd South and has a total of 31.92 acres. This property lies within the First Land District of Lee County, Georgia. This property is currently zoned Agricultural and the parcel # is 059 021.

Applicant Presentation

Lorraine Mills and Logan Duckworth addressed the Planning Commission and explained this is a replacement of an existing mobile home.

Public Support

None

Public Opposition

None

The Public Hearing was closed at 6:57pm.

Planning Commission Discussion and Recommendation

Vote was unanimous with all voting in favor.

GENERAL DEVELOPMENT PLANS

(A) **Oakland Plantation Partners, LLC and Lanier Engineering (GD23-001)** has submitted a General Development Plan for the proposed development of Whisperwood subdivision, a private community. The proposed development consists of two phases and is located along Oakland Parkway. Phase 1 consist of 36 lots ranging from 0.172 acres to 0.253 acres, with additional areas set aside for greenspace, a clubhouse and stormwater management area. Phase 2 consists of 40 lots with additional areas set aside for greenspace and stormwater management. This property is currently undeveloped. The subject parcel is zoned R-2 and located in Land Lots 219, 220, 229, and 230 in the Second Land District of Lee County. The Lee County Board of Commissioners previously approved setback variances for this development on July 25, 2023. The parcel # is 017D 004.

Applicant Presentation

Bobby Donley addressed the commission and showed the commission a new drawing reflecting the current green space ordinance.



Public Support

None

Public Opposition

None

Planning Commission Discussion and Recommendation

The vote was unanimous with all in favor contingent with approval from Stormwater, consulting, and planning.

- (B) **Lexwig, LLC and Lanier Engineering (GD23-002)** has submitted a General Development Plan for the proposed development of Sawtooth Farms subdivision. The proposed development consists of five proposed phases, additionally a community center and greenspace and stormwater management areas for each of the five phases. This property is currently undeveloped. The subject property is zoned R-1 and consists of all that certain tract or parcel of land lying in and being part of Land Lots 209 and 210 of the Second Land District, Lee County, Georgia. Said tract or parcel contains 256.583 acres. The parcel # is 039D 120. This GDP will have to be evaluated by the Development regional impact. They have 45 days to evaluate.

This item was tabled.

VI. UNFINISHED BUSINESS

NONE

VII. ANNOUNCEMENTS

The Lee County Board of Commissioners will conduct a public hearing on **Tuesday, September 12, 2023 at 6:00 p.m.** and a final vote on **Tuesday, September 26, 2023 at 6:00 p.m.** on the applications and proposed text amendments in the Opal Cannon Auditorium of the T. Page Tharp Governmental Building, located at 102 Starksville Avenue North, Leesburg, Georgia.

VIII. ADJOURNMENT

Meetings of the Planning Commission and the Board of Commissioners are open to the public. Georgia law requires that all parties who have made campaign contributions to any member of the Board of Commissioners in excess of two hundred fifty dollars (\$250) within two (2) years immediately preceding the filing of this request, and who desire to appear at the public hearing in opposition to the application, shall, at least five (5) days prior to the public hearing, file a campaign contribution report with the Lee County Planning Commission.

Persons with special needs relating to handicapped accessibility or foreign language interpretation should contact the ADA Coordinator at (229) 759-6000 or through the Georgia Relay Service (800) 255-0056 (TDD) or (800) 355-0135 (voice). This person can be contacted at the T. Page Tharp Building in Leesburg, Georgia between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday, except holidays, and will assist citizens with special needs given proper notice of seven (7) working days. The meeting rooms and buildings are handicap accessible.



MEMORANDUM

LEE COUNTY BOARD OF COMMISSIONERS

TO: Honorable Board of County Commissioners
SUBJECT: County Updates

Agricultural/ Recreation Complex

- Located on 100 acres on Leesburg Bypass — 231 State Route 3
- Proposed plans provided July 29, 2020
 - Including: A boating access point at the creek's edge, the agricultural complex, walking trails, and campsites
- Resolution adopted and lease agreement signed on September 22, 2020 with Georgia Department of Natural Resources for a Boat Ramp
 - Renewed January 11, 2022
 - Estimated Start Date: Fall 2023
 - DNR hired EMC Engineering to survey property for canoe/kayak ramp
 - DNR staff notified us that the DNR Commissioner has signed the Boat Ramp agreement for the Lee County construction project
 - Engineering design began in January 2023
- Improvements to the Property
 - Renovation of Covered Building: New roof, fresh paint, picnic tables, electrical system, well
 - Bobby Donley, Lanier Engineering, provided proposed site plan
 - Proposal submitted to the BOC for review
 - Trails: ¾ mile walking trail that runs along a 46 foot high ridgeline above the Kinchafoonee Creek and has a seasonal view of the waterway
 - Eight (8) picnic tables as well as a number of trash cans have been placed along this trail on the creek side
 - Directional signs for the area ordered (i.e. Parking, No Parking, trail markers, boundary signs, etc.)
- Future Improvements
 - Define the location of the road
 - Grade and place compacted crushed stone GAB/recycled asphalt on the area on top of the ridgeline for a parking area
 - Placing a gate at the trailhead so that the area can be closed to public for safety during high water events
- Planning/Designing Committee created by the Board at the May 11, 2021 meeting
 - **Committee Members:** Art Ford, Tim Sumners, Tom Sumners, Bobby Donley, Lisa Davis, David Dixon, Judy Powell, Rick Muggridge, Commissioner Luke Singletary, County Manager Christi Dockery, Parks & Recreation Director Jeremy Morey
 - **First Meeting:** June 14, 2021
 - **Second Meeting:** November 15, 2021
 - **Third Meeting:** January 11, 2022
 - Staff is working with a local engineering firm to develop a plan
- Professional Services Agreement with Lose Designs approved and signed on August 8, 2023
- Onsite meeting held Friday, September 15, 2023

2020 Census Numbers

- Lee County: 33,179
- Smithville: 593
- Leesburg: 3,480

2021 Census Numbers

- Lee County: 33,411

Commercial Land Development Permits

- Ace Hardware Store – Hwy 82
- Artesian City Federal Credit Union
- Boaters World – Ridezilla – Hwy 19
- DeSoto Silicon Ranch Phase II & III
- Drake Properties – Downtown Leesburg Restaurant Passion & Bliss
- Eliano’s Coffee – Hwy 19
- El-Maya Restaurant Renovation and Expansion – US 19
- Flint Ventures Commercial Subdivision – US 19
- Forrester Crossing Commercial Subdivision Phase II – Hwy 19
- Forrester Crossing Phase I – New Office Building
- Georgia Electric Associates New Office – Veterinary Way
- Giovingo Properties Sanitary Sewer Expansion – US 82
- Ledo Self Storage Phase II
- Mavis Tire – Hwy 19
- New Jerusalem Grove Baptist Church – Smithville
- New Little Caesar’s Location – US 82
- Seven Brew – Hwy 82
- Southern Hills Orchards – New York Road AG Office Space
- Three (3) Proposed Package Stores – Hwy 19 & Hwy 82
- Tidal Wave – Ledo Road
- Whistle Wash – Hwy 82
- Woodgrain Millwork Expansion – Hwy 82

GIS

Road Layer

- Including road width, length, and speed limits

Utilities Mapping Project

- Purpose: To map all utilities in Lee County
 - Includes water mains, water valves, water towers, fire hydrants, sewer lines, sewer manholes, sewer pump stations, fiber, gas, telephone, etc. as well as feature type, pipe size, pipe material, valve size
 - Also mapping greenspace, stormwater holding ponds, Hazard Mitigation lots, etc.
- Goal: To have an internet map in ArcGIS Online where utility workers can view utility maps on a tablet in the field.

LMIG Funds

- **FY2024**
 - Letter received from GDOT July 5, 2023
 - Funds Received from GDOT: \$690,908.06
 - Total, with 30% match from Lee County: **\$898,180.48**
 - Application approved at the September 12, 2023 BOC meeting
 - Application submitted September 13, 2023
 - Application approved September 18, 2023
 - Grant Funds received September 19, 2023
 - Staff writing RFP documents

- **FY2023**

- Application Submitted October 18, 2022
- Roads: Lumpkin Road West, Quail Street, Northwood Drive, Stanley Street, Cannon Drive, Balmoral Drive, Elgin Court, Montrose Drive, Brittany Lakes Drive, Fairthorne Drive, Graves Springs Road, Heathridge Court, Hearthstone Drive, Sterling Drive, Pewter Court, Willow Lake Drive, Fair Oaks Court, Hickory Ridge Court, Cedric Street, Ravenwood Court, Maplewood Court, and Sportmans Club Road. Striping remains to be completed.
- Funds Received from GDOT: \$627,424.76
 - Total, with 30% match from Lee County: **\$815,652.19**
 - BOC awarded bid on December 13, 2022 to Reeves Construction Company for **\$1,977,781.35**
- Completed: May 2023
- July 2023: Documents submitted to GDOT for closeout

Sidewalks

- Georgia Department of Transportation, GDOT, has approved the City of Leesburg's request for funding assistance for sidewalks on State Route 3, State Route 32, and Firetower Road
- GDOT is committing up to \$304,000.00, or 70% of the project cost, whichever is less
- December 22, 2022: Board voted to pay the County's share of the cost for sidewalks on Firetower Road (\$13,500.00)
- Ongoing project

Smithville Road Bridge

- Georgia Department of Transportation, GDOT, plans to replace the bridge over the Muckaloochee Creek on Smithville Road
- Construction and Maintenance Easements received from adjoining property owners and recorded
- Estimated Start Date: Summer 2023
 - Detour will be implemented during this construction

Speed Limit Ordinance

- Approved by BOC at April 26, 2022 meeting
- Staff has submitted documents to GDOT
- Requested DOT examine Old Leesburg Road/State Route 133
- Awaiting GDOT review and approval

SPLOST VII

- Collection Period: October 1, 2019 - September 30, 2025
- Ballot amount: \$20,825,603.00
 - Current collection: \$18,301,109 as of August 2023 (88%)
 - Average monthly collection: \$397,850.20
 - Projected to collect ballot amount by February 2024

SPLOST VIII

- Possible Ballot Year: November 2024
- Collection Period: October 1, 2025 - September 30, 2031
- LC Departments have submitted their requests for projects to be included on the next ballot
- September 12, 2023: BOC approved placing on the March 2024 ballot
- BOC reviewing staff proposed projects
- Meeting with County, Leesburg, and Smithville officials tentatively scheduled for Tuesday, October 10, 2023 at 5:00pm

Storm Drainage Repair/ Holding Ponds

- Lumpkin Road
 - BOC approved a contract with Lanier Engineering to survey in March 2020
 - Survey completed June 2020
 - BOC currently reviewing plans and options

- Liberty Holding Pond (Doublegate)
 - BOC approved a contract with engineer Mike Talley to design
 - BOC approved a contract with Lanier Engineering to survey in February 2019
 - Under review

TSPLOST

- Collection Period: April 1, 2019 - March 31, 2024
- Ballot amount: \$16,995,017.00
 - Current Collection: \$15,616,660 as of August 2023 (92%)
 - Average monthly collection: \$300,320.00
 - Projected to collect ballot amount by December 2023

TSPLOST II

- Joint meeting held Tuesday, June 21, 2022 at 5:00pm
- Voters approved continuation of TSPLOST II in November 2022
- Collection Period: April 1, 2024 – March 31, 2029

Telecommunications Tower

- To be located at the Smithville Fire Station
- Partnering with Motorola
- Surveying has begun
 - Once completed, crews can then break ground
- Estimated Completion: May 2024

Westover Extension

- GDOT project - DARTS support
- Will connect Westover Road and Ledo Road at Capstone Connector
- Oxford Construction Company awarded bid from GDOT
 - Project ongoing
- Staff is working with GDOT and DARTS on signal and safety issues for Ledo Road intersection
- Estimated Completion Date: December 2024

Windstream – Kinetic Fiber Installation

- Kinetic staff is currently staking installation areas throughout the county
- Engineering design is expected to be completed by January 2024
- Crews will begin fiber installation in early 2024 with anticipated completion of over 4,234 underserved properties by the end of 2024.
- Project is required to be completed by 2026 with minimum speeds of 100 Mbps download and 100 Mbps upload
- Funding for this project includes:
 - Grant award from Georgia's State & Local Fiscal Recovery Funds - \$12,541,241.00
 - Kinetic funding of \$7,337,804.00 with Lee County's match of \$1,200,000.00
 - ARPA funding
 - Total Investment: \$21,079,046.00

RFPs and RFQs

Open

Landscaping

- Courthouse and Tharp Building
- Pre-Bid Meeting: August 10, 2023
- Bid Opening: September 21, 2023
- Results to be brought to the Board on September 26, 2023

Courthouse Window Coverings

- Pre-Bid Meeting: September 28, 2023
- Bid Opening: October 19, 2023
- Results to be brought to the Board on October 24, 2023

Turn Out Gear for Fire & EMS Personnel

- Bid Opening: October 12, 2023
- Results to be brought to the Board on October 24, 2023

Recently Awarded

Elections and Registration Office Renovation

- Approved by BOC at April 11, 2023 meeting
- Pre-Bid Meeting: July 6, 2023
- Bid Opening: July 20, 2023
 - No bids received
- Bid was republished
- Second Pre-Bid Meeting: August 8, 2023
- Bid Opening: August 21, 2023
- BOC awarded bid on August 22, 2023 to **3D Construction, Inc.** at a cost of **\$90,200.00**
- Ongoing

Future

Road Resurfacing Projects

- Including those roads listed on LMIG 2024 application
- Approved by BOC at September 12, 2023 meeting
- Staff writing RFP documents
- Projected Bid Opening: TBD

Coston Road Paving Project

- Approved by BOC at September 12, 2023 meeting
- Staff writing RFP documents
- Projected Bid Opening: TBD

Fencing

- Approved by BOC at April 25, 2023 meeting
- Staff writing RFP documents
- To be placed at several County facilities
- Projected Bid Opening: TBD

LED Lighting in the Fire Stations

- Previous Pre-Bid Meeting: September 20, 2022
- Previous Bid Opening: October 19, 2022
- Results brought to the Board on October 25, 2022
 - Bids rejected
- Project to be reopened at a future date

LED Lighting in all County Buildings

- Approved by BOC at March 23, 2021 meeting
- Projected Bid Opening: TBD

ADA Compliant Website

- Staff writing RFP documents
- Projected Bid Opening: TBD

County Building Painting Services

- Approved by BOC at March 23, 2021 meeting
- Staff writing RFP documents
- Projected Bid Opening: TBD

Flooring Services for County Buildings

- Approved by BOC at April 27, 2021 meeting
- Staff writing RFP documents
- Projected Bid Opening: TBD

Extended Sewer Installation on Hwy 19

- Approved by BOC at June 22, 2021 meeting
- Staff writing RFQ documents
- Projected Bid Opening TBD



MEMORANDUM LEE COUNTY BOARD OF COMMISSIONERS

TO: Honorable Board of County Commissioners

SUBJECT: Landscaping for the Tharp Building and Courthouse

MEETING DATE: Tuesday, September 26, 2023

MOTION/RECOMMENDATION

Motion to award the bid for Landscaping at the Tharp Building and Courthouse

Staff recommends awarding the bid to Lawn Barber Nursery, the lowest responsive bidder, at a total cost of \$81,043.96.

BACKGROUND

Bid information for the Landscaping project was **published on Monday, July 31, 2023, with an original Bid Opening date of Monday, August 21, 2023 at 2:05pm**. Following the scheduled Pre-Bid Meeting on Thursday, August 10, 2023 at 2:00pm (held as advertised in the published bid documents), an Addendum was published providing more specifications to the project and addressing the request from the vendors that the due date be moved so as to allow them more time to prepare their responses. Two (2) vendors attended this Pre-Bid Meeting. **All bidders must have attended the pre-bid meeting to submit a bid.**

Sealed written bids were accepted from qualified vendors for the Landscaping at the Tharp Building and Courthouse. All bids were due and subsequently opened at 10:05am on Thursday, September 26, 2023 in Opal Cannon Auditorium of the T. Page Tharp Governmental Building.

Sealed written bids were received from one (1) vendor:

Lawn Barber Nursery

Courthouse	Tharp Building	Total
\$47,996.16	\$33,047.80	\$81,043.96

ATTACHMENTS

Proposals

Courthouse

Invitation to Bid
Landscaping for Lee County Property
RFP #082123

Bid Form

Name of Bidder/ Vendor: Lawn Barber Nursery

Contact Person: Justin Shiver

Mailing Address: 244 US 92 W Leesburg Ga 31763

Telephone: 229-881-4136

Email: jshiver4136@gmail.com

It is agreed by the undersigned bidder that the signature and submission of this bid represents the bidder's acceptance of all terms, conditions, and requirements of the bid specifications and, if awarded, the bid will represent the agreement between the parties.

No addendums will be allowed unless initiated by the County.

The purchase and installation of irrigation and landscaping as provided herein for the Lee County Courthouse, located at 100 Leslie Highway, Leesburg, GA 31763.


Irrigation = \$12,900⁰⁰

Pine Straw = \$867.24⁰⁰

Sod, Pre-Emergent, Grading = \$27,964⁰⁰

Shrubbery = \$6,264.92

Total Bid Amount = \$47,996.16

Authorized Signature: 

Title: Landscape Manager

Name Printed: Justin Shiver

Date: 9/18/23

**Invitation to Bid
Landscaping for Lee County Property
RFP #080323**

Bid Form

Name of Bidder/ Vendor: Lawn Barber Nursery

Contact Person: Justin Shiver

Mailing Address: 244 US 82 w Leesburg, Ga 31763

Telephone: 229-881-4136

Email: jshiver4136@gmail.com

It is agreed by the undersigned bidder that the signature and submission of this bid represents the bidder's acceptance of all terms, conditions, and requirements of the bid specifications and, if awarded, the bid will represent the agreement between the parties. No addendums will be allowed unless initiated by the County.

The purchase and installation of irrigation and landscaping as provided herein for the T. Page Tharp Building, located at 102 Starkville Avenue North, Leesburg, GA 31763.

Irrigation = \$11,250.⁰⁰

Pine Straw = \$475.20

Sod, Pre-Emergent, Grading = \$17,494.⁰⁰

Shrubbery = \$3,828.60

Total Bid Amount = \$33,047.80

Authorized Signature:  Title: Landscape Manager

Name Printed: Justin Shiver Date: 9/18/23

**RESOLUTION URGING THE GOVERNOR AND GENERAL ASSEMBLY OF
GEORGIA TO CONTINUE EFFORTS TO REFORM AND IMPROVE MENTAL
HEALTH SERVICES FOR THE CITIZENS OF GEORGIA**

WHEREAS, being the constitutional level of government closest to their constituents, Georgia counties are on the front lines of responding to mental health issues within the community as well as the development of mental health reform efforts; and

WHEREAS, the Lee County Board of Commissioners supports efforts designed to provide every citizen in need to have accessible, affordable, and adequate mental health services; and

WHEREAS, the Lee County Board of Commissioners is grateful for the efforts of Georgia's executive, legislative, and judicial branches in working towards mental health reform in recent years, such as the passage of HB 1013 (2022) and introduction of HB 520 (2023), Chief Justice Boggs's work on jail diversion initiatives, and Governor Kemp's commitment to expanding mental health resources in schools for children and young adults; and

WHEREAS, despite these prior steps and successes, the Lee County Board of Commissioners recognizes that there is still a tremendous amount of work for the citizens of Lee County and other citizens across Georgia to receive adequate healthcare for mental health and substance abuse disorders; and

NOW, THEREFORE, BE IT RESOLVED by the Lee County Board of Commissioners that Lee County government reaffirms its commitment to reforming and improving mental health services for its citizens and all citizens of the state of Georgia.

BE IT FURTHER RESOLVED, that the Lee County Board of Commissioners specifically urges the Governor and General Assembly to continue efforts in the 2024 Session of the Georgia General Assembly to enhance Georgia citizens' access to vital mental health services, including the provision of state budgetary funding for additional behavioral health crisis centers across the state, additional co-responder units, and other resources to assist those with mental health and substance abuse disorders.

BE IT FURTHER RESOLVED, that the Clerk to the Board of Commissioners is hereby directed to provide an executed copy of this Resolution to each member of the Lee County delegation to the Georgia Senate and Georgia House of Representatives and to the Association County Commissioners of Georgia.

SO RESOLVED this ____ day of _____, 2023.

LEE COUNTY BOARD OF COMMISSIONERS

Chairman

Attest

OPTION 1

Christi Dockery, County Manager
Lee County BOC
102 Starksville Avenue North
Leesburg, GA 31763



September 8, 2023

RE: COSTON ROAD PAVING – PLAN LAYOUT AND R-O-W PLAT GENERATION

Christi,

Thank you for allowing me the opportunity to submit this proposal for professional services. The work included in this proposal is to provide the County with a quote to Survey, Layout the Horizontal Center Line, and Help Create ROW Plats for the paving of approximately 0.73 miles of Coston Road. Final Design, Obtaining Required Permits, Advertising, Bidding Out, Awarding, and Construction Inspection is not included in this fee.

Below is the scope of work included for this project as well as non-included services.

SURVEY PHASE

- Perform Boundary Surveys Along Alleys to Establish the Existing Right-of-Way.
- Perform Topographic Survey to Locate Above Ground Utilities and The Existing Road.
- Import Point Data Into AutoCAD Civil 3D 2023 and Build Existing Conditions Map

Not included in this Scope of Work:

- Generation of Easement or Right-of-Way Plats. (Hourly Rates Attached)
- Any Additional Survey Required for Easement or Right-of-Way Plats.
- Attorney Services or Fees for Easement Acquisition.

DESIGN PHASE

- Coordinate with Surveyor and Communicate with Lee County
- Design of Roads Centerline in Accordance with AASHTO and Lee County Standards.
- Provide Proposed ROW to Surveyor
- Assist in ROW Plat Generation.
- Provide County With Required ROW (if any) Once Survey is Complete.

My fee for the performance of these services will be billed in four phases for the following:

FEE CALCULATION			TYPE
Survey Phase		= \$9,500	LS
Design Phase		= \$4,500	LS
Plat Generation (Hourly Rates Attached)			
TOTAL ENGINEERING COST		= \$14,000	

You will be billed for the full payment of each phase as they are complete.

Coston Road Paving

9/8/23

Again, thank you for considering Reliable Engineering on this project. If you have any questions, please do not hesitate to call.

Sincerely,

RELIABLE ENGINEERING

A handwritten signature in blue ink, appearing to read "Brent Davis", with a stylized flourish at the end.

Brent Davis, P.E., President

Date: 9-8-2023

OPTION 2

Christi Dockery, County Manager
Lee County BOC
102 Starksville Avenue North
Leesburg, GA 31763

RELIABLE
ENGINEERING

September 8, 2023

RE: COSTON ROAD PAVING - R-O-W PLAT GENERATION & FULL DESIGN

Christi,

Thank you for allowing me the opportunity to submit this proposal for professional services. The work included in this proposal is to provide the County with an all-inclusive quote to Survey, Help Create ROW Plats, Design, Obtain Required Permits, Advertise, Bid Out, Award, and Provide Construction Inspection for the paving of approximately 0.73 miles of Coston Road.

Below is the scope of work included for this project as well as non-included services.

SURVEY PHASE

- Perform Boundary Surveys Along Alleys to Establish the Existing Right-of-Way.
- Coordinate 811 Utility Locate Service for Design Locate of Existing Underground Utilities.
- Locate Marked Underground Utilities and All Above Ground Utilities and Features.
- Perform Topographic Survey Along Road
- Import Point Data Into AutoCAD Civil 3D 2023 and Build Existing Conditions Map

Not included in this Scope of Work:

- Generation of Easement or Right-of-Way Plats. (Hourly Rates Attached)
- Any Additional Survey Required for Easement or Right-of-Way Plats.
- Attorney Services or Fees for Easement Acquisition.

DESIGN PHASE

- Coordinate with Surveyor and Communicate with Lee County
- Design of Roads Centerline in Accordance with AASHTO and Lee County Standards.
- Provide Proposed ROW to Surveyor
- Assist in ROW Plat Generation.
- Provide County With Required ROW (if any) Once Survey is Complete.
- Analyze Pre and Post Stormwater Flows for Inlet and Pipe Sizing and Spacing.
- Ensure No Downstream Impacts will Occur if Cross Drains are Upsized.
- Design the Road based to County Standards.
- Design Erosion Control Plan.
- Provide All Required NPDES Checklist and Notes
- Produce Full Size Construction Plans Stamped by Professional Engineer.
- Provide Technical Specifications.
- Provide Quantity Take Off
- Provide 7-Day Initial BMP Inspection

Coston Road Paving

9/8/23

BID & AWARD PHASE

- Produce Complete Set of Plans and Bidding Documents and Specifications
- Produce Bid Schedule
- Advertise and Send Invitation to Bid to Recommended Contractors
- Answer Questions from Bidders During Advertisement
- Open Bids
- Bid Evaluations and Check References
- Make an Award Recommendation
- Assist the County with Award of Construction Contract
- Secure Required Forms, License Information, and Certifications from Contractor

CONSTRUCTION PHASE

- Conduct Preconstruction Meeting and Provide Notice to Proceed
- Coordinate Testing with Independent Firm
- Administration of Construction Paperwork including Change Orders and Pay Request
- Construction Site Observation as Required
- Substantial Completion Walkthrough
- Final Inspection

My fee for the performance of these services will be billed in four phases for the following:

FEE CALCULATION			TYPE
Survey Phase		= \$18,250	LS
Design Phase		= \$24,000	LS
NPDES Permit Cost (7 Acres x 80)		= \$560	LS
Bid & Award Phase		= \$4,000	LS
Construction Phase		= \$23,000	LS
TOTAL ENGINEERING COST		= \$69,810	

You will be billed for the full payment of each phase as they are complete.

Again, thank you for considering Reliable Engineering on this project. If you have any questions, please do not hesitate to call.

Sincerely,

RELIABLE ENGINEERING



Brent Davis, P.E., President

Date: 9-8-2023

Christi Dockery, County Manager
Lee County Board of Commissioners
102 Starksville Avenue North
Leesburg, GA 31763

RELIABLE
ENGINEERING

September 18, 2023

**RE: DESIGN, BID, & CONSTRUCTION ADMINISTRATION FOR THE 2024 LMIG
LEE COUNTY, GEORGIA**

Christi,

Thank you for allowing me the opportunity to submit this proposal for professional services. I look forward to working with you again on the construction of your 2024 LMIG.

The work included in this proposal is to provide the County with an all-inclusive quote for start to finish Engineering phases to resurface approximately 21.6 miles of the following 39 roads in Lee County: Argyll Place, Aylesbury Place, Berkeley Road, Cambridge Road, Carillon Court, Carowinds Drive, Chokey Road, Coosaw Court, Country Drive, Creek Isle Drive, Creekshire Court, Creekview Drive, Danbury Lane, Doris Drive, Foxworth Drive, Halifax Place, Huntingdon Drive, Johns Drive, Knollwood Drive, Lavender Lane, Longleaf Drive, Margate Drive, Marion Court, Midway Street, Morning Mist Drive, Muckalee Lane, New York Road, Pebble Ridge Drive, Pineview Drive, Pinewood Road, Red Bay Court, Springlake Drive, Towne Lane, Victorian Court, Village Lane, Warrington Road, Willard Court, Winnstead Road, and Wiregrass Way. Attached is a County wide Map of these roads.

Services included are providing initial inspection of the roads to be resurfaced, mark and quantify areas that require base repair, put together an RFP with detailed quantities for each road, and construction administration.

Below is the scope of work for the LMIG Projects which list all included services.

DESIGN PHASE

- Mark Required Pavement Patching
- Provide Detailed Cost Estimates
- Provide Quantity Take Off's.
- Coordinate Test Bores

BIDDING AND AWARD PHASE

- Produce an RFP in the County's Format
- Proposal will Include all Anticipated Tonnages and Misc. Quantities for each Road Separately
- Answer Questions from Contractors During the Bid
- Issue Any Required Addendums
- Bid Opening
- Bid Evaluations and Check References
- Make an Award Recommendation
- Assist the County with Award of Construction Contract

10/18/22

CONSTRUCTION PHASE

- Coordination with Contractor
- Relay Construction Information to the County
- Administration of Construction Paperwork including Change Orders and Pay Request
- Construction Site Observation as Required
- Substantial Completion Walkthrough
- Final Inspection

BORING ALLOWANCE

There are wide, deep settlements in Wiregrass Way and possibly on a few other roads that I feel we need to do exploratory bores to identify the problem. If rotting stumps are found to be buried under the roadway causing the depressions, they will need to be removed since patching the base will not prevent the road from continuing to sink. An allowance is built into the proposal to use as required to pay for these bores. Invoices will be provided to the County along with any invoices for this phase.

PROFFESIONAL FEES

My fee for the performance of these services will be billed in three phases for the following:

2024 LMIG PROJECT			TYPE
Design Phase	=	\$27,000	LS
Bidding & Award Phase	=	\$3,500	LS
Construction Phase	=	\$72,000	LS
TOTAL ENGINEERING COST	=	\$102,500	LS
Boring Allowance	=	\$15,000	Invoiced as Used

You will be billed monthly for the % of work that has been completed.

Again, thank you for considering Reliable Engineering on this project.
If you have any questions, please do not hesitate to call.

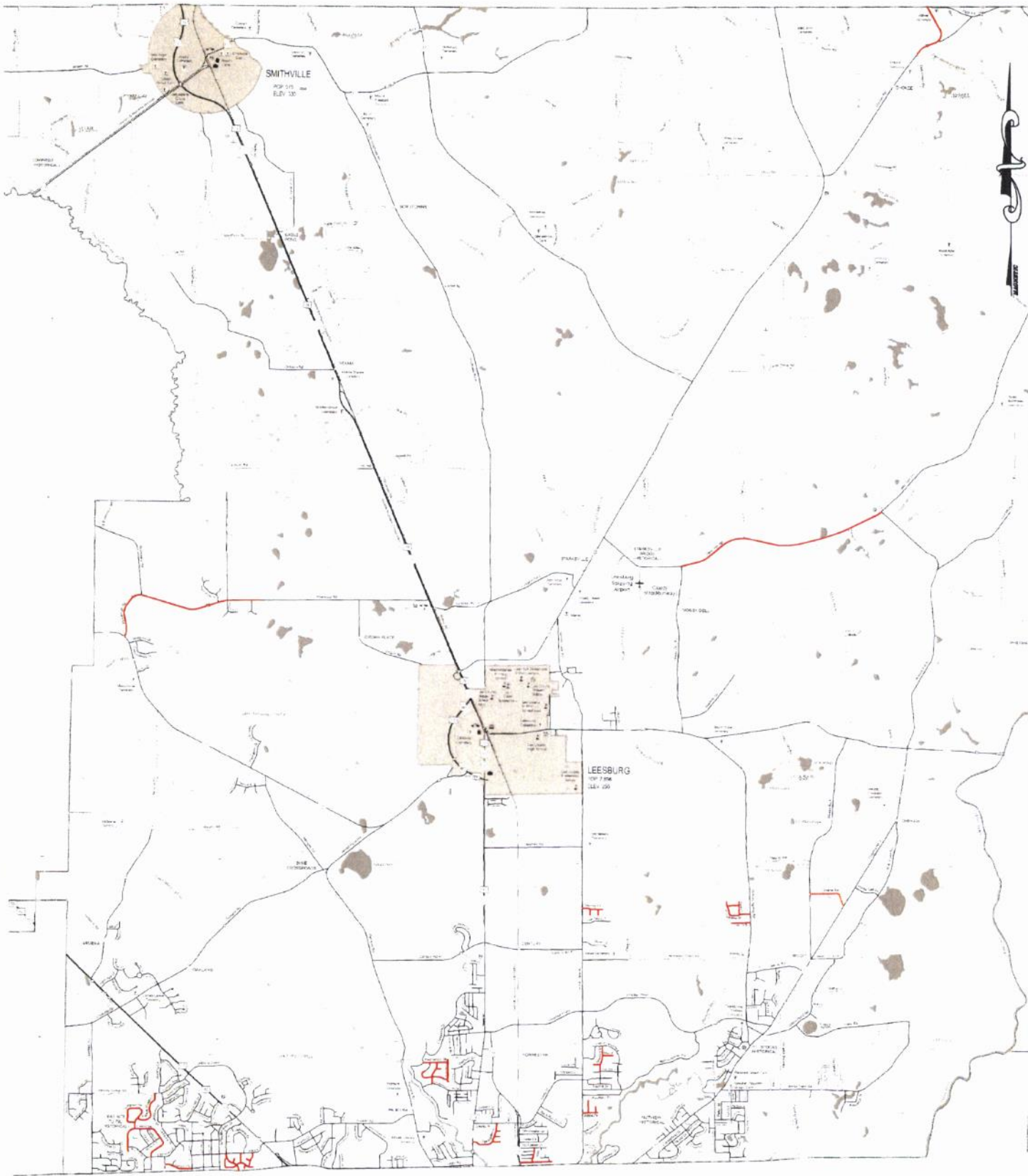
Sincerely,

RELIABLE ENGINEERING



Brent Davis, P.E., President

Date: 10-18-2022



SHEET
1
 OF 1

2024 LMIG ROAD IMPROVEMENTS
 LEE COUNTY, GEORGIA
 IMPROVEMENT LOCATION MAP

RELIABLE
 ENGINEERING