



**BOARD OF COUNTY COMMISSIONERS**

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

TUESDAY, MARCH 12, 2024 AT 6:00 P.M.  
 T. PAGE THARP BUILDING  
 OPAL CANNON AUDITORIUM  
 WWW.LEE.GA.US

MEETING AGENDA  
 WORK SESSION

**COUNTY COMMISSIONERS**

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

**COUNTY STAFF**

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

- |  | <u>PAGE</u> |
|--|-------------|
| 1. <b><u>INVOCATION</u></b><br>Senior Minister Jim Morrow, First United Methodist Church of Albany, to lead the invocation.  |             |
| 2. <b><u>PLEDGE OF ALLEGIANCE</u></b>  |             |
| 3. <b><u>CALL TO ORDER</u></b>   |             |
| 4. <b><u>APPROVAL OF MINUTES</u></b><br>(A) Consideration to approve the minutes for the Board of Commissioners meeting for February 27, 2024.   | A - E       |
| 5. <b><u>CONSENT AGENDA</u></b><br>NONE  |             |
| 6. <b><u>NEW BUSINESS</u></b><br>(A) Jennifer Stephens, Community Supports Day Coordinator for ASPIRE, to address the Board regarding Intellectual/ Developmental Disabilities Month.<br><br>Consideration to adopt a Proclamation declaring March 2024 as Intellectual/ Developmental Disabilities Month, on behalf of ASPIRE Behavioral Health and Developmental Disabilities. | 1           |
| (B) Aaron St. Pierre, Vice President of Lose Design, to present concept plans for the 100 acre park project.   | 2 - 11      |
| 7. <b><u>PUBLIC HEARING</u></b><br>NONE  |             |
| 8. <b><u>DEPARTMENTAL MATTERS</u></b><br><b><u>Building Inspection/ Business Licensing</u></b><br>(A) Consideration to approve a renewal alcohol license for Temp Coffee & Brew located at 1420 US 19 South.   | 12 - 13     |
| <b><u>Planning, Zoning &amp; Engineering</u></b><br>(B) Review of the Planning Commission meeting for February 1, 2024.  | 14 - 16     |

9. **CONSTITUTIONAL OFFICERS & GOVERNMENTAL BOARDS/AUTHORITIES**
- (A) Consideration to appoint **four (4) members** to the **Community Foundation Board of Trustees** for a term of two (2) years. Current term expires 03/22/2024. New term will expire 03/22/2026. Letters of interest in appointment received from Christi Dockery (reappointment), Ann Nix (reappointment), Heather Jones (reappointment), and Marian Grant-Whitlock (reappointment). 17 - 22
  - (B) Consideration to appoint **one (1) member** (required resident representative) to the **Housing Authority Board** for a term of one (1) year. Current term expires 03/31/2024. New term expires 03/31/2025. Letter of interest in appointment received from Sabrina Mason. 23 - 24
  - (C) Discussion of Courthouse concept plans and renderings. 25 - 37
  - (D) Doug Goodin, Chief Appraiser, to discuss potential legislation.
10. **COUNTY MANAGER'S MATTERS**
- (A) Updates on County projects. 38 - 43
  - (B) Consideration to appoint a voting delegate for the Georgia Opioid Settlement regional meetings. 44 - 48
11. **COMMISSIONER'S MATTERS**
- (A) Discussion of the speed hump policy. 49 - 54
  - (B) Discussion of social media.
12. **UNFINISHED BUSINESS**  
NONE
13. **COUNTY ATTORNEY'S MATTERS**
- (A) Consideration to approve a 10 month extension to the Conditional Use Permit with Pinewood Solar, LLC for the proposed Pinewood Solar Energy Project. 55 - 59
  - (B) Consideration to approve an Amended and Restated Inducement Agreement with Pinewood Solar, LLC.
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, March 26, 2024 at 6:00pm.**
  - (B) Offices of the Lee County Board of commissioners will be **closed Friday, March 29, 2024** in observance of **Good Friday**. Offices will reopen for normal business hours on Monday, April 1, 2024.
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, FEBRUARY 27, 2024 AT 6:00 P.M.  
T. PAGE THARP BUILDING  
OPAL CANNON AUDITORIUM  
WWW.LEE.GA.US

MEETING MINUTES  
VOTING SESSION

**COUNTY COMMISSIONERS**

Luke Singletary, Chairman	District 2
Chris Guarnieri, Vice-Chairman	District 4
Dennis Roland, Commissioner	District 1
Billy Mathis, Commissioner	District 3
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 voting session on Tuesday, February 27, 2024. The meeting was held in the Opal Cannon Auditorium of the Lee County T. Page Tharp Governmental Building in Leesburg, Georgia. Those present were Vice-Chairman Chris Guarnieri, Commissioner Dennis Roland, Commissioner Billy Mathis, and Commissioner George Walls. Chairman Luke Singletary was absent. Staff in attendance was County Manager Christi Dockery, County Clerk Kaitlyn Good, and County Attorney Jimmy Skipper. The meeting was also streamed on Facebook Live. Vice-Chairman Guarnieri called the meeting to order at 6:00pm.

**INVOCATION**

Pastor Jonathan LeBarge from New Hope Baptist Church, 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 Board of Commissioners meeting minutes for February 13, 2024.**  
Commissioner Roland made the **MOTION** to approve the Board of Commissioners meeting minutes for February 13, 2024. Commissioner Mathis seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

**CONSENT AGENDA**

NONE

**NEW BUSINESS**

- (A) **Recognition of County employees' years of service.**  
The following employees were recognized for their many years of service to Lee County:  
35 years: Karen Coe – Tax Assessors Office  
15 years: Paul Rouse – Sheriff's Office  
10 years: Kristen Mathis – Elections and Registration  
5 years: Steven Ebel – Fire & EMS  
Logan Fowler – Fire & EMS

(B) **Consideration to adopt a proclamation recognizing February 2024 as Career Technical Agricultural Education month.**

Program students and teachers were present. Mr. Jodie Knight and Mr. John Wanner spoke to the Board about the program stating that there are a lot of exciting things happening, including a partnership with local LEAs and will be purchasing a few simulators thanks to grant funding. They are also partnering with local government entities and businesses to generate more opportunities for the kids.

Commissioner Roland made the **MOTION** to adopt a proclamation recognizing February 2024 as Career Technical Agricultural Education month. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Mathis voting yea.

Following approval of the proclamation, a photo was taken with the Board and the students and teachers present.

**PUBLIC HEARING**

NONE

**DEPARTMENTAL MATTERS**

**Planning, Zoning & Engineering**

(A) **Consideration to approve a Conditional Use Application from Muckalee Plantation, LLC. (Z24-001) to operate a wedding venue and an associated bed and breakfast inn, in the AG-1 (Active Agriculture District). This property is in the First Land District of Lee County. The total acreage of Tract 2 is 1,693.933 acres. The wedding venue proposes to utilize 23.64 of those acres. The east property line borders the Muckalee Creek and is in flood zone A & AE. All development and uses are located outside the SFHA and in flood zone X. The parcel number is 049 159, Lovers Lane Road, Leesburg, GA 31763. Public Hearing held February 13, 2024**

Commissioner Walls asked Chief Building Inspector Joey Davenport if a business license is needed if this application is approved. Mr. Davenport stated that according to the ordinance, anyone who conducts substantial effort business within the county is required to get a business license. Commissioner Walls asked if this would allow them to sell alcohol. Mr. Davenport informed him that it would not and they would need to obtain an alcohol license. Commissioner Guarnieri asked if they hosted a function, if the ordinance allows alcoholic catering. Mr. Davenport responded by stating that if they have a catered function, there are provisions within the ordinance for alcoholic beverage caterers.

Commissioner Mathis asked if a conditional use was necessary as this property lies in the AG district. Mr. Davenport responded that after consultation with the planning consultant and County Attorney Skipper that it was the best course of action due to the inclusion of the bed and breakfast.

Commissioner Walls made the **MOTION** to approve a Conditional Use Application from Muckalee Plantation, LLC. (Z24-001) to operate a wedding venue and an associated bed and breakfast inn. Commissioner Mathis seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Roland voting yea.

**Public Works**

(B) **Discussion of generators. HANDOUT**

Public Works Director Mike Sistrunk spoke regarding generators. Mr. Sistrunk stated that they received several quotes and this purchase would be budget neutral due to using funds received by selling surplus vehicles and equipment on GovDeals. These generators will cover the Landfill office, Public Works well, Animal Shelter, and Facilities building.

Commissioner Mathis stated that he was glad this project was finally being pushed for and that he was in favor of it. Commissioner Mathis added that he agrees with purchasing generators for County used buildings but not State buildings or buildings the County rents out, adding that he would like to allow Mr. Sistrunk to move forward with getting these generators and work on getting bids for the other County offices. Commissioner



Mathis noted that there were Federal Disaster funds remaining and this would only be a small portion of it.

Commissioner Mathis made the **MOTION** to approve the purchase of four generators from Wayne's Electric, the lowest responsive bidder, for a total cost of \$41,900.00 and authorize staff to collect quotes for those County buildings that are not leased to other entities who did not have a generator. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

## **CONSTITUTIONAL OFFICERS & GOVERNMENTAL BOARDS/AUTHORITIES**

NONE

## **COUNTY MANAGER'S MATTERS**

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

County Manager Christi Dockery discussed ongoing projects in the County: (1) There have been approximately 75 permits issued for the broadband project with Kinetic, and while some homes are hooked up already, a direct timeline has not been provided; and (2) the road resurfacing project is going well as Oxford is moving quickly with two crews. County Attorney Jimmy Skipper clarified that the broadband project with Kinetic is only to unserved and underserved areas.

(B) **Consideration to approve a change order with Oxford Construction Company for the Bermuda Lane Pipe Repair project.**

Chief Building Official Joey Davenport explained the need for the change order citing an error in the initial plans. The change is for the necessary 30 inch pipe instead of a 24 inch pipe as was originally in the plans. Mr. Davenport added that the average price for pipe is \$40.00 per foot, and with 300 feet needed, Oxford's price is fair. Commissioner Walls commented that this project had been done, to which Mr. Davenport and County Manager Christi Dockery replied that this bid was recently awarded, however, this is a necessary change order to that project. Ms. Dockery commended Mr. Davenport for his due diligence on finding the issue. Updated project plans were presented to the Board for their review.

Commissioner Mathis made the **MOTION** to approve a change order with Oxford Construction Company for the Bermuda Lane Pipe Repair project in the amount of \$12,540.00. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

## **COMMISSIONER'S MATTERS**

(A) **Discussion of short-term rentals.**

Commissioner Mathis opened the discussion by stating that he doesn't believe short term rentals should be allowed in R1 districts, specifically those that allow large amounts of occupants. Commissioner Guarnieri asked County Attorney Skipper if there was an ordinance that limited the number of occupants that can be in a house, to which Mr. Skipper replied that there is not, however, an ordinance pertaining specifically to short term rentals could limit the number of individuals in the home during the course of the rental.

County Manager Christi Dockery added that the County does receive revenue from these rentals and emphasized the need for a "host license" to be required. County Attorney Jimmy Skipper stated that the Board could either limit the number of individuals in the home during the time of the rental or prohibit short term rentals in the R1 district. He added that would begin working on a draft ordinance for short term rentals and will bring it back to the Board at a future meeting for consideration.

(B) **Discussion of abandoned mobile homes.**

Commissioner Mathis opened the discussion by stating that he would like to direct staff to take whatever action is necessary to get rid of any mobile homes that are inhabitable, look terrible, and are derelict. County Manager Christi Dockery added that staff had been doing some research about the issue and looking at homes in the 11 mobile home parks within the County.

Chief Building Official Joey Davenport stated that there have been issues in the past regarding abandoned

mobile homes. In 2020, the State adopted the Abandoned Mobile Homes Act, which lays out specific provisions for landowners in addressing this issue. Mr. Davenport discussed a handout the Board received, as provided by Magistrate Court that summarized the provisions laid out in the law. Commissioner Mathis asked if this was a process that could be instigated by Code Enforcement, to which Mr. Davenport replied that there were certain things the private property owner must do.

Mr. Davenport and County Attorney Jimmy Skipper summarized the law and the responsibilities and procedures for each party involved. The process starts with the landowner asking the County to do an inspection. If the home is deemed derelict, the property owners may then take the issue to Magistrate Court. If the property owner does not get an order from the court to move or remove the mobile home themselves or does not wish to start the process at all, the County can move forward using the unfit dwelling ordinance. Mr. Skipper warned that the process can prove to be expensive, especially when liens are involved.

Ms. Dockery stated that letters will be sent to the owners of the mobile home parks. There have been several mobile homes posted already by the Tax Commissioner and several more that have been flagged for further investigation.

### UNFINISHED BUSINESS

NONE

### COUNTY ATTORNEY'S MATTERS

NONE

### 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.*

No citizens took part in the Public Forum.

Vice-Chairman Guarnieri asked if anyone else would like to speak.

With no further comments or questions from the audience, the Public Forum was closed.

### ANNOUNCEMENTS

(A) The next regularly scheduled County Commission Meeting is **Tuesday, March 12, 2024 at 6:00pm.**

### ADJOURNMENT

Commissioner Roland made the **MOTION** to adjourn the meeting. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Mathis voting yea. The meeting adjourned at 6:40PM.

Facebook video link: <https://www.facebook.com/leecountyga/videos/409854041697508>

\_\_\_\_\_  
CHAIRMAN

ATTEST: \_\_\_\_\_  
COUNTY CLERK



*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.*

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## PROCLAMATION

### LEE COUNTY, GEORGIA BOARD OF COMMISSIONERS

**WHEREAS**, individuals with intellectual/developmental disabilities, their families, friends, neighbors, and co-workers encourage everyone to focus on the abilities of all people;

And,

**WHEREAS**, the most effective way to increase this awareness is through connections to the community, employers, and building healthy relationships and openness to seeing everyone makes important contributions to their community;

And,

**WHEREAS**, policies must be developed, attitudes shaped, and opportunities offered for citizens with intellectual/developmental disabilities to live as independently and productively as possible in our community;

And,

**WHEREAS**, we encourage all citizens to support opportunities for people with disabilities that include full access to education, housing, employment, and recreational activities.

**NOW, THEREFORE**, we, the Lee County Board of Commissioners, do hereby proclaim **March 2024** as

### INTELLECTUAL/DEVELOPMENTAL DISABILITIES AWARENESS MONTH

and offer full support to ASPIRE Behavioral Health and Developmental Disabilities and their efforts that assist people with intellectual/developmental disabilities to make choices that enable them to 'Let Their Talent Shine' and to live a 'Life Without Limits';

Furthermore, we urge all citizens to take time to connect with someone with a disability and to discover how they 'Let Their Talent Shine' and live a 'Life Without Limits'. Every person holds a promise to encourage, empower, and inspire others.

IN WITNESS WHEREOF, we have hereunto set our hand and caused our seal this 12<sup>th</sup> day of March, in the year two thousand and twenty-four.

---

Chairman Luke Singletary





- LEGEND**  
**SITE AMENITIES:**  
 1 ENTRANCE  
 2 MULTI-PURPOSE FACILITY  
 3 MULTI-PURPOSE FIELDS (3 FIELDS)  
 4 CONCESSION/ RESTROOM BUILDING  
 5 SHADE STRUCTURES  
 6 AMPHITHEATER  
 7 BOAT LAUNCH W/ GRAVEL DRIVE  
 8 SMALL PAVILION  
 9 RV PARK (12 SPACES)  
 10 PLAYGROUND  
 11 RESTROOM BUILDING  
 12 MEDIUM PAVILION  
 13 PICKLEBALL COURTS  
 14 TENNIS COURTS  
 15 LIFT STATION  
 16 AGRICULTURE CENTER W/ STALL BARN  
 17 WARM-UP RING

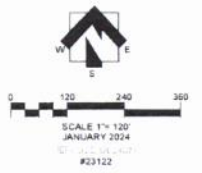
--- FUTURE EXPANSION

**● PARKING**

A	MULTI-PURPOSE FACILITY	170
B	MULTI-PURPOSE FIELDS	366
C	PICKLEBALL/ TENNIS COMPLEX	120
D	BOAT LAUNCH	30
E	AGRICULTURE CENTER	162

**LOSE**  
**DESIGN**  
 SPACES FOR LIFE.

**LEE COUNTY COMMUNITY PARK - CONCEPT**  
 LEE COUNTY, GA



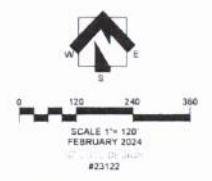




- LEGEND**
- SITE AMENITIES:**
- 1 ENTRANCE
  - 2 MULTI-PURPOSE FACILITY
  - 3 MULTI-PURPOSE FIELDS (3 FIELDS)
  - 4 CONCESSION/ RESTROOM BUILDING
  - 5 SHADE STRUCTURES
  - 6 AMPHITHEATER
  - 7 BOAT LAUNCH W/ GRAVEL DRIVE
  - 8 SMALL PAVILION
  - 9 RV PARK (12 SPACES)
  - 10 PLAYGROUND
  - 11 RESTROOM BUILDING
  - 12 MEDIUM PAVILION
  - 13 PICKLEBALL COURTS
  - 14 TENNIS COURTS
  - 15 LIFT STATION
  - 16 AGRICULTURE CENTER W/ STALL BARN
  - 17 WARM-UP RING
- FUTURE EXPANSION
- PARKING**
- |   |                            |     |
|---|----------------------------|-----|
| A | MULTI-PURPOSE FACILITY     | 170 |
| B | MULTI-PURPOSE FIELDS       | 366 |
| C | PICKLEBALL/ TENNIS COMPLEX | 120 |
| D | BOAT LAUNCH                | 30  |
| E | AGRICULTURE CENTER         | 140 |

**LOSE**  
**DESIGN**  
SPACES FOR LIFE.

**LEE COUNTY COMMUNITY PARK - MASTER PLAN**  
LEE COUNTY, GA







March 7, 2024

Ms. Christi Dockery  
County Manager  
Lee County, Georgia  
102 Starksville Avenue North  
Leesburg, GA 31763

Re: Proposal- Lee County Community Park Phase 1 Construction Documents

Christi,

We appreciate the opportunity to continue our relationship with Lee County, GA to provide professional design services for the Phase 1 Construction Documents for the new Lee County Community Park. As we have previously discussed with the county team, this is an exciting project and we would be delighted to help bring your vision to life. On the following pages, I have developed a scope of services and associated fees that I believe are best suited to your goals. We are always happy to modify our approach to meet our client's needs, so if you would like any changes, please let me know.

If the scope and fees in "Attachment A" are acceptable, we can use them as an attachment to a standard AIA contract. I hope to be in touch soon.

Sincerely,

LOSE DESIGN

A handwritten signature in black ink, appearing to read "A. St. Pierre", written in a cursive style.

Aaron St. Pierre, PLA, ASLA, CID  
Vice President



**CONSTRUCTION DOCUMENT PROPOSAL**

Project Name:	Lee County Community Park Phase 1 Construction Documents	
Lose Project #:	23122-1	Date: 03-08-2024

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**DESCRIPTION**

Provision of professional design services for development of construction documents, permitting services, bidding assistance services and construction related services as described below.

**SCOPE OF SERVICES**

The Lee County, GA wishes to implement master plan improvements for the Lee County Community Park, located at 231 State Route 3, Leesburg, GA 31763 (Lee County Parcel ID# 036B 003). Phase 1 development of the property is anticipated to encompass approximately 30 acres and will include the following:

- Park entrance with signage;
- Internal driveways and parking lots with street lighting;
- Multi-purpose field complex that encompasses 3 artificial turf fields with sports lighting, covered spectator seating areas, plazas/sidewalks, and a restroom/concession building;
- Open lawn area with amphitheater building;
- Phase 1 walking trail loop; and
- Site infrastructure, grading and drainage.

Lose Design has developed the following Project Approach to accomplish the goals of this project:

**PROJECT APPROACH**

**TASK 1- PROJECT INITIATION**

To initiate the project, Lose Design will meet with the Client Team to revisit the project scope, review the schedule, and establish key delivery dates. This meeting will provide the opportunity to identify known issues and concerns, to gain an overview of the County’s resources and to discuss specific areas that may require special attention during the planning process. We will also coordinate with the Client Team to collect applicable background data (i.e., surveys, reports, and other related documents) required to develop the plans.

Prior to this meeting, Lose Design will submit a programming questionnaire to the Client Team to review desired materials, finishes, systems, equipment, controls, etc. We would request that the County





provide written responses to the programming questionnaire in advance of the initial meeting to streamline discussions.

#### **TASK 2- SURVEYING SERVICES**

We will engage our surveying team partner to document the existing conditions of the phase 1 development area and prepare a site survey. It is anticipated that the survey area will cover approximately 30 acres and the balance of the property information will be composed of available GIS data.

Upon receipt of the draft survey, our team will visit the site to review the survey information and familiarize themselves with the project area. If the survey and site visit reveals areas that may require additional survey information, we will coordinate with the Client team to add those areas to our scope.

#### **TASK 3- SCHEMATIC DESIGN SERVICES**

This preliminary design phase will evaluate the scope of work to be accomplished in relation to the budget. Plans for the building, structures, site work, utilities, and other systems will be developed to a schematic level. During this process, we will facilitate an initial coordination meeting (virtual) with permit staff to listen to their early suggestions on the plans. We will adjust aspects of the property master plan as necessary to meet the initial feedback received from regulatory agencies and develop schematic plans, along with a preliminary opinion of probable cost for the project. As the plans are completed, we will hold a review meeting with your team.

#### **TASK 4- DESIGN DEVELOPMENT SERVICES**

Following the input from the schematic design meeting, team architects will continue on building/structure designs and begin to employ the services of our mechanical, plumbing, electrical, and structural engineering partners as needed. Team civil engineers and landscape architects will continue site work, including utility, grading and stormwater designs and coordination with permitting and regulatory officials. Team landscape architects will continue developing site plan features.

As this draws to a close, a 75% complete design development documents review meeting will be held, and the design team will present the plans and revised supporting opinions of probable cost. The new cost numbers will be compared to the overall project budget to determine if any modification

to the project program is needed. If opinions of probable cost exceed budget funding, your team will be asked to identify elements for later phasing consideration.

**TASK 5- CONSTRUCTION DOCUMENT SERVICES**

Following the receipt of the design development review comments, recommended changes will be made, and preparation of the 95% construction documents/permit submittal documents will begin. We will continue coordination with requisite permitting agencies. The plans and updated opinions of probable cost will be presented to your team for a 95% review meeting. Following that meeting, Lose Design team members will incorporate any final revisions and prepare the plans for incorporation into an initial permit application package.

**TASK 6- PERMITTING SERVICES**

Upon completion of the final revisions, Lose Design team members will assemble and coordinate permit application packages to be submitted to the requisite permit agencies for review. Comments received from permit officials will be forwarded to your team along with the recommended remedial action proposed by the design team. Plans will then be modified to reflect codes comments and will be resubmitted to the codes officials for approval. Upon receipt of approved plans from codes officials, the project will be ready for bidding. We will update our opinions of probable cost to reflect the changes that occurred.

**TASK 7- BID ASSISTANCE SERVICES**

Bid drawings, along with a bid specification manual, will be prepared for the project. In preparing the bid documents, Lose will work in conjunction with County staff to prepare the form of agreement between owner and contractor to be included in the bid package. We will investigate potential alternate bid items and coordinate those with your team for inclusion in the bid. We will update our opinions of probable cost to reflect the changes that occurred during permitting for comparison when bids are opened. During the bid process, we will assist the County in distributing bid documents and attend and facilitate a pre-bid meeting for the prospective contractors. We will respond to contractor questions and issue clarifications and addenda as necessary. We will assist your team in analyzing contractor bids and in the contract award.

**TASK 8- CONSTRUCTION ADMINISTRATION SERVICES**

During construction we will meet approximately twice each month with your team and the contractor to discuss construction progress, observe



site conditions and clarify matters for the contractor. Some of these meetings will be attended by various staff, depending on the progress of construction and items needing review. It is anticipated that these meetings will alternate between virtual and on site within each month. We will prepare minutes of the meeting's discussions and findings. At key periods of construction, various team members responsible for specific portions of the project design will attend meetings as necessary to their trade. Each month, we will review and approve the contractor's applications for payment. As they are submitted, we will review shop drawings, material submittals, requests for information, change order requests (both from owner and contractor), etc. As the project draws to a close we will perform construction closeout review and coordinate with the contractor to collect contractor's occupancy certificates, warranties, as-built information, O&M manuals, lien releases, etc. After the first year of occupancy, we will perform an 11-month warranty inspection with the County and the contractor.

We assume a construction administration services period of up to twelve (12) months for Substantial Completion and an additional one (1) month to Final Completion, following the County's issuance of a Notice to Proceed to the Contractor.

#### **ADDITIONAL SERVICES**

Only items of work specifically called out under the Scope of Services section of this agreement are to be performed for the specified fees as a part of the contract. The Design Professional will consider any items not so specified as "Additional Services" and will perform those services upon request on an hourly fee basis. Such Additional Services may include, but are not limited to, the following:

- Professional rendering services and 3D modeling/imagery;
- Additional site visits or meetings;
- Changes in drawings, specifications, or other documents required by the Client after acceptance of progress documents and final construction documents by the Client;
- Other items requested by the Client not included elsewhere in this agreement;
- Additional Construction Administration Services beyond the specified period of construction.
- Professional Services other than those listed in the above Scope of Services;
- FEMA floodplain modeling; LOMR/CLOMR services;
- Traffic Engineering Services;
- Detailed Cost Estimating Services;
- Detailed Construction Inspections other than those listed in the Scope of Services;



- Material Testing Services;
- As-constructed Record Drawings;
- Conformed Set Drawings and Project Manual

### **EXCLUSIONS**

The following services are hereby excluded from the Scope of Services:

- Fees associated with the development including, but not limited to, permit review, impact fees, inspection fees, etc.;
- Hazardous materials testing or permitting related to their abatement.

### **PROJECT SCHEDULE**

Based on the proposed scope of services, we anticipate the following design phase schedule:

- Project Initiation, Schematic Design, Design Development and Construction Document Services: 5-6 months
- Surveying Services: 2 months (concurrent with above)
- Permitting Services: 2-3 months (budgeted, TBD)
- Bid Assistance and Construction Administration Services: 12-14 months





**PROJECT FEES**

**BASE FEE**

We propose to provide the scope of services described herein for a total of \$612,000.00, to be charged monthly as a percentage of completion, as follows:

TASK 1: PROJECT INITIATION	\$23,250.00
TASK 2: SURVEYING SERVICES	\$11,250.00
TASK 3: SCHEMATIC DESIGN SERVICES	\$80,500.00
TASK 4: DESIGN DEVELOPMENT SERVICES	\$105,000.00
TASK 5: CONSTRUCTION DOCUMENT SERVICES	\$136,000.00
TASK 6: PERMITTING SERVICES	\$42,500.00
TASK 7: BID ASSISTANCE SERVICES	\$46,250.00
TASK 8: CONSTRUCTION ADMIN. SERVICES	\$167,250.00
Total:	\$612,000.00

Standard out-of-pocket expenses will be charged as reimbursables.

**ADDITIONAL SERVICES**

Any requested additional services and reimbursable expenses associated with those additional services will be charged per the following rate schedule (See Exhibit A).

**EXHIBIT "A"**

HOURLY RATE SCHEDULE FOR ADDITIONAL SERVICES

**Professional services Hourly Rate for Additional Services**

Executive Management .....	\$300.00
Vice President .....	\$260.00
Sr. Engineer, Sr. Project Manager .....	\$230.00
Sr. Architect .....	\$210.00
Sr. Landscape Architect, Sr. Land Planner .....	\$200.00
Project Manager .....	\$200.00
Engineer, Architect .....	\$190.00
Landscape Architect, Interior Designer, Planner .....	\$175.00
Engineer in Training .....	\$150.00
Intern Architect .....	\$145.00
Land Planner .....	\$140.00
Senior Proposal Coordinator .....	\$135.00
BIM Specialist .....	\$130.00
Technician, Marketing Content Creator .....	\$100.00
Project Accounting Coordinator, Administrative Assistant .....	\$100.00

**Reimbursable Expenses**

Consultants' Services	cost + 10%
Prints	cost + 10%
Postage and Shipping	cost + 10%
Mileage and Travel Expenses	cost + 10%
Copies	cost + 10%

January 1, 2024

NOTE: All the above-stated fees and expenses are to be billed monthly, and the invoices are due and payable upon receipt. Other reimbursable expenses not shown hereon will be invoiced at our cost plus 10%. These rates are current until January 1, 2025, at which time they may be adjusted by the Design Professional.





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 Alcohol License Memorandum*

**Date:** 4/12/2024  
**To:** Lee County Board of Commissioners  
**From:** Carol Lee  
License Administrator  
**RE:** Retail Consumption on-premises malt beverage and wine license.

---

Mr. Brijesh Patel is requesting that the Lee County Board of Commissioners renew his pouring license for malt beverages and wine for 2024. Mr. Patel's establishment is located at 1420 US 19 and is known as Temp Coffee & Brew.

### 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 attached summary.

- 3. Compliance with application requirements.**

The applicant has completed all application requirements.

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

*One of the first  
original counties of  
Georgia*

*Established  
June 9, 1825*



## 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*

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**Carol Lee**  
*Administrative Assistant*

---

**Martha Roberts**  
*Permit Technician*

---

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---

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**4. Adequate and satisfactory reference response.**

Reference response was adequate and satisfactory.

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

(Renewal for previously approved license, which the applicant specifically elected not to renew at the beginning of 2024)

**6. Compliance with zoning regulations.**

(Renewal for previously approved license, which the applicant specifically elected not to renew at the beginning of 2024)

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

The premise is safe for the operation of the business. The business has been at this location for multiple years.

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

All requirements relating to the application have been met.

**STAFF RECOMMENDATION:**

**Approval; Staff requests the Board of Commissioners consider the Application for renewal of the license for Temp Coffee & Brew LLC.**





## ***Lee County - Leesburg - Smithville Planning Commission***

---

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

### **MEETING MINUTES**

**February 1, 2024 at 6:00 P.M.**

**Opal Cannon Auditorium**

**T. Page Tharp Governmental Building**

**102 Starksville Avenue North**

**Leesburg, GA 31763**

**Members Present:** Johnny Golden, Kyle Luckie, Jim Quinn, Mike McVey, Charlie Barner

**Members Absent:** Jason Sheffield and Shirley Stiles

**Staff Present:** Amanda Nava

#### **I. CALL TO ORDER**

Vice-Chairman Jim Quinn called the meeting to order at 6:00 p.m.

#### **II. ACKNOWLEDGEMENT OF GEORGIA LAW REGARDING CAMPAIGN CONTRIBUTIONS**

Commissioner Kyle Luckie read the Georgia Law regarding campaign contributions.

#### **III. NEW BUSINESS**

##### **(A) Introduction of new Smithville Planning Commissioner.**

Vice-Chairman Jim Quinn welcomed newly appointed Smithville Planning Commissioner Charlie Barner.

#### **IV. APPROVAL OF MINUTES**

##### **(A) Approval of the minutes from the January 4, 2024 Planning Commission meeting.**

Commissioner Kyle Luckie made the **MOTION** to **APPROVE** the minutes as presented, seconded by Commissioner Mike McVey. The **MOTION** was unanimous with remaining Commissioners voting yea.

#### **V. PUBLIC HEARINGS**

##### **CONDITIONAL USE APPLICATION**

**(A) Muckalee Plantation, LLC. (Z24-001)** has submitted an application to the Lee County Planning Commission requesting a Conditional Use to operate an associated wedding venue and bed and breakfast inn, in the AG-1 (Active Agriculture District). This property is in the First Land District of Lee County. The total acreage of Tract 2 is 1,693.933 acres. The wedding venue proposes to utilize 23.64 of those acres. The east property line borders the Muckalee Creek and is in flood zone A & AE. All development and uses are located outside the SFHA and in flood zone X. The parcel number is 049 159, at 569 Lovers Lane Road, Leesburg, GA 31763.



### Public Hearing Discussion

#### Staff Presentation

Assistant Planning Director Amanda Nava presented the staff report as follows, the parcel is located in the AG-1, Active Agriculture District. The Tract 2 parcel is 1,693.933 acres. There is access through a private drive off Lovers Lane Road. The applicant proposes to operate an associated wedding venue and bed and breakfast inn. The applicant will host private weddings and will allow the bridal party to stay overnight in the existing lodge located on Tract 2. While the east property line borders the Muckalee Creek, all existing and proposed uses are located outside of the special flood hazard areas. The AG district permits religious uses such as churches, school, and cemeteries. The County Attorney, Jimmy Skipper, associates weddings as religious in nature, as it contains traditions and customs that vary greatly between religions. The bed and breakfast inn is a permitted use with conditional use approval. Only the bridal party will have access to the lodge for overnight stays. The weddings and overnight stays will be scheduled events from April through October (later clarified by the representative that the months are October through April). There is adequate space for these events and space for parking. Muckalee Plantation is managed by a management company that oversees the property daily and will be present for these scheduled events. The proposed use should not be detrimental, cause nuisance, or hazard to the use or development of adjacent properties or the general public. Planning staff will expect applicant to meet all space, development, and basic fire and life safety standards. Planning staff recommends approval.

#### Applicant Presentation

Muckalee Plantation representative, Clay Wilson, was present and was available for any questions. There was no presentation.

#### Public Opposition

No members of the public spoke in opposition.

With no further comments or questions from the audience, the Public Hearing was closed at 6:12 p.m.

#### Commission Discussion

Vice-Chairman Jim Quinn asked Mr. Wilson about the dates proposed in the staff report. He wanted to know if someone wanted to get married in January, would that be allowed? Mr. Wilson responded with a nod (indicating no) explaining this proposed use is a use that made sense for their current use as a private hunting club, which is their main operation. The proposed associated wedding venue and bed and breakfast inn is being used to fill their operations calendar, particularly March through May. He went on to explain those are the best months because most people do not like to get married in the summer due to the heat and bugs and clarified that the dates are from October to April.

#### Recommendation

Commissioner Johnny Golden made a **MOTION** to **APPROVE** the conditional use application, seconded by Commissioner Mike McVey. The **MOTION** was unanimous with remaining Commissioners voting yea.





**VI. UNFINISHED BUSINESS**

NONE

**VII. ANNOUNCEMENTS**

The Lee County Board of Commissioners will conduct a public hearing on **Tuesday, February 13, 2024 at 6:00 p.m.**, and a final vote on **Tuesday, February 27, 2024 at 6:00 p.m.**, in the Opal Cannon Auditorium of the T. Page Tharp Governmental Building, located at 102 Starksville Avenue North, Leesburg, Georgia 31763.

**VIII. ADJOURNMENT**

Commissioner Mike McVey made a motion to **ADJOURN**, seconded by Commissioner Charlie Barner. The **MOTION** was unanimous remaining Commissioners voting yea. The meeting adjourned at 6:13 p.m.

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.

**LEE COUNTY  
CURRENT BOARD VACANCIES**

Candidates appointed by the Lee County Board of Commissioners are required to live in Lee County. If you would like to be considered for appointment to a County Volunteer Board, please submit a letter of interest including any certificates, resumé, or related documents you want to be considered or complete the Volunteer Board application. For additional information on these Volunteer Boards, see the Lee County website or contact the Deputy County Clerk.

Payton Harris, Deputy County Clerk  
Lee County Board of Commissioners  
102 Starksville Avenue North  
Leesburg, Ga. 31763  
(229) 759-6000  
[www.lee.ga.us](http://www.lee.ga.us)  
[payton.harris@lee.ga.us](mailto:payton.harris@lee.ga.us)

Vacancies will be open until filled.

**Current Volunteer Board Vacancies**

	<b>Vacancies</b>	<b>Expires</b>	<b>Term</b>
Hospital Authority of Lee County	1	12/31/2023	1 Year

**Upcoming Volunteer Board Vacancies**

	<b>Vacancies</b>	<b>Expires</b>	<b>Term</b>
Community Foundation Board of Trustees – Lee County	4	03/22/2024	2 Year
Housing Authority Board – Lee County (resident)	1	03/31/2024	1 Year
Development Authority of Lee County	4	05/31/2024	4 Year
Housing Task Force – Southwest Georgia	1	05/31/2024	2 Year
Tax Assessors Board	1	05/31/2024	3 Year
Family & Children Services Board of Lee County	1	06/30/2024	5 Year
Housing Authority Board – Lee County	1	06/30/2024	5 Year
Library Board of Trustees – Lee County	1	06/30/2024	3 Year
Utilities Authority	3	06/30/2024	1 Year
DARTS Citizens Transportation Committee	2	07/01/2024	2 Year

\*Denotes one vacancy being held “By Virtue of Office”



**Community Foundation Board of Trustees – Lee County**

Name & Address	Term
Marian Grant-Whitlock 132 Ambleside Drive Leesburg, GA 31763	2 Year Term Expiring on 03/22/2024
Ann Nix P.O. Box 365 Leesburg, GA	2 Year Term Expiring on 03/22/2024
Heather Jones, Treasurer 87 Senah Drive Leesburg, GA 31763	2 Year Term Expiring on 03/22/2024
Christi Dockery, Secretary 178 Southhill Drive Leesburg, GA 31763	2 Year Term Expiring on 03/22/2024
Sherry Askey 177 Larkspur Drive Albany, GA 31707	2 Year Term Expiring on 03/25/2025
Judy Powell 127-A Starksville Ave., N. Leesburg, GA 31763	2 Year Term Expiring on 03/25/2025
Elaine Ruckel, Vice-Chairman 347 Lumpkin Road Leesburg, GA 31763	2 Year Term Expiring on 03/25/2025

Treasurer is required to be the Finance Director for Lee County. All members must be citizens of Lee County. Meetings are held as needed.

March 12, 2024

Dear Mrs. Good,

I would be honored to be reappointed to the Board of Trustees for the Lee County Community Foundation Board. I have enjoyed serving on the board as Secretary.

Having lived in Lee County since 1989 I welcome the opportunity to serve on this Board.

Your thoughtful consideration is appreciated.

Sincerely,

*Christi Dockery*



## Kaitlyn Good

---

**Subject:** FW: Community Foundation Board of Trustees

**From:** mwhit1976@yahoo.com <mwhit1976@yahoo.com>

**Sent:** Sunday, March 3, 2024 8:52 AM

**To:** Payton Harris <payton.harris@lee.ga.us>

**Subject:** Re: Community Foundation Board of Trustees

Good morning Payton,

I am want to continue as a member of the Community Foundation Board of Trustees. Do I need to submit a letter to express by continued interest?

Best,  
Marian

Marian Grant- Whitlock

On Friday, March 1, 2024, 3:52 PM, Payton Harris <[payton.harris@lee.ga.us](mailto:payton.harris@lee.ga.us)> wrote:

Good Afternoon Ms. Grant-Whitlock,

Your two year term on the Community Foundation Board of Trustees expires on March 22, 2024. Appointments for this board will be brought to the Board of Commissioners meeting on March 12, 2024. If you wish to be reappointed, please send me written notification by March 8, 2024.

Thank you,

Payton Harris

Deputy County Clerk

Lee County Board of Commissioners

102 Starksville Avenue North

Leesburg, Georgia 31763

Phone: (229) 759-6000 ext. 2221

Fax: (229) 759-6050

[payton.harris@lee.ga.us](mailto:payton.harris@lee.ga.us)

[www.lee.ga.us](http://www.lee.ga.us)

March 1, 2024

Heather Jones  
87 Senah Drive  
Leesburg, Georgia 31763

Kaitlyn Good  
County Clerk  
Lee County Board of Commissioners  
102 Starksville Avenue North  
Leesburg, Georgia 31763

Dear Mrs. Good,

I would like to be reappointed to the Board of Trustees for the Lee County Community Foundation Board. I have served on the Board for the last 10 years in the capacity of Treasurer.

I have lived in Lee County for the past 28 years as well as worked in Lee County for the past 17 years. I feel my experience as the Finance Director for the Lee County Board of Commissioners as well as my love for Lee County and its desire to grow would be a great asset to the Board.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Heather Jones". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Heather Jones

## Kaitlyn Good

---

**Subject:** FW: Community Foundation Board of Trustees

**From:** mebanks@mediacombb.net <mebanks@mediacombb.net>

**Sent:** Friday, March 1, 2024 4:15 PM

**To:** Payton Harris <payton.harris@lee.ga.us>

**Subject:** Re: Community Foundation Board of Trustees

Payton, I will be glad to serve on the Community Foundation Board for another term.

Thanks,

Ann Nix

---

**From:** "Payton Harris" <payton.harris@lee.ga.us>

**To:** "mebanks@mediacombb.net" <mebanks@mediacombb.net>

**Sent:** Friday, March 1, 2024 3:58:59 PM

**Subject:** Community Foundation Board of Trustees

Good Afternoon Ms. Nix,

Your two year term on the Community Foundation Board of Trustees expires on March 22, 2024. Appointments for this board will be brought to the Board of Commissioners meeting on March 12, 2024. If you wish to be reappointed, please send me written notification by March 8, 2024.

Thank you,

**Payton Harris**

Deputy County Clerk

Lee County Board of Commissioners

102 Starksville Avenue North

Leesburg, Georgia 31763

Phone: (229) 759-6000 ext. 2221

Fax: (229) 759-6050

[payton.harris@lee.ga.us](mailto:payton.harris@lee.ga.us)

[www.lee.ga.us](http://www.lee.ga.us)



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**Housing Authority Board – Lee County**

District	Name & Address	Term	Appointing Authority
Resident	Latrisha Bell 122 B Academy Ave. P.O. Box 798 Leesburg, GA 31763	1 Year Term Expiring on 03/31/2024	County
2	Jennifer Johnston 137 Winifred Road Leesburg, GA 31763	5 Year Term Expiring on 08/31/2025	County
2	Gwendolyn Meriweather 199 Fairethorne Drive Leesburg, GA 31763	5 Year Term Expiring on 08/31/2026	County
2	Cicily Florence 175 Pine Summit Drive Leesburg, GA 31763	5 Year Term Expiring on 08/31/2028	County
5	Christopher Prokesh 111 Aubry Court Leesburg, GA 31763	5 Year Term Expiring on 06/30/2024	County
4	Kerrie Davis 169 Huntingdon Dr Leesburg, GA 31763	5 Year Term Expiring on 06/30/2026	County

All members must be Lee County residents. Meetings are held on a quarterly basis on the third Tuesday of January, April, July and October at 5:30 P.M. at 521 Pine Avenue, in Albany, Ga. William Myles, CEO

Email: [wmyles@albanyha.com](mailto:wmyles@albanyha.com); Telephone: (229) 434-4500; FAX: (229) 434-4502

[sevans@albanyha.com](mailto:sevans@albanyha.com)

P.O. Box 485, Albany, GA 31702

Website: <http://portal.hud.gov/hudportal/HUD>

- Mileage is reimbursed for out of town meetings only

## Payton Harris

---

**From:** poloboi240@gmail.com  
**Sent:** Tuesday, March 5, 2024 2:13 PM  
**To:** Angelica Patterson; Payton Harris  
**Subject:** Board member response

Hi my name is Sabrina Mason. I am honored to be a potential board member. As I have led professional roles in my lifetime. I feel this opportunity would help me learn new objectives and also help our community. I would like to see insights of how operations are ran. I am a dependable person. I know how to keep confidential information within our office. I would like to be an eye for our community. No I don't know everything this opportunity has to offer, but I am willing to give a 100 percent effort.

Thank you,  
Sabrina Mason  
LEZiPhone

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**1 LEVEL 1 REFERENCE PLAN**  
SCALE: 1/8" = 1'-0"



**LEE COUNTY COURTHOUSE**

100 LESLIE HIGHWAY  
LEECSBURG, GA 31763

**PRINT RECORD**

NO.	DATE	DESCRIPTION

Drawn By: **ATJ**  
Date: **10/2/2024**  
Checked By:   
Job No.:

Sheet Title:  
**REFERENCE PLAN**

Sheet No.:  
**A-1.01R**  
NOT RELEASED FOR CONSTRUCTION







**JERICO**  
design group

**OPTION 1**









JERICO  
design group

OPTION 1





OPTION 1





**JERICO**  
design group

OPTION 1









JERICO  
design group

OPTION 1









OPTION 2













## 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
  - An Environmental study will be conducted in the next few weeks
- 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
    - **Meetings:** June 14, 2021, November 15, 2021, 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
- Concept plan meeting held Friday, February 2, 2024
- Architect to attend future Board meeting

### **Bicentennial Anniversary – June 9, 2025**

- Preliminary discussions ongoing with staff and Chamber of Commerce staff on projects and ideas for a community celebration for Lee County's first 200 years

### **2020 Census Numbers**

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

### **Commercial Land Development Permits**

- Boaters World – Ridezilla – Hwy 19
- DeSoto Silicon Ranch Phase II & III
- Drake Properties – Downtown Leesburg Restaurant Passion & Bliss
- Eliano's Coffee – US Hwy 19
- Flint Ventures Commercial Subdivision – US Hwy 19
- Forrester Crossing Commercial Subdivision Phase II – US Hwy 19
- Forrester Crossing Phase I – New Office Building
- Giovingo Properties Sanitary Sewer Expansion – US Hwy 82
- Hibachi Express Drive-thru Expansion – US Hwy 19
- Marlow Lane Sewer Utilities Extension – US Hwy 82
- Mavis Tire – US Hwy 19
- New Jerusalem Grove Baptist Church – Smithville
- Oakland Express convenience store – US Hwy 82
- Oxford Business Park
- Seven Brew – US Hwy 82 (to include proposed package store)
- Three (3) Proposed Package Stores – US Hwy 19, Philema Road, and US Hwy 82
- Gas Station – US Hwy 82
- Whistle Wash – US Hwy 82
- Woodgrain Millwork Expansion – US Hwy 82

### **DeSoto Solar Project**

- Staff anticipates pushing power to the grid on both the DeSoto II and the DeSoto III projects by the end of this year
- Both projects to be fully completed by the end of Spring 2024
- Received first \$235,000.00 annual payment
- DeSoto I is fully completed and operating well.
  - Sheep expected to be on the DeSoto I project by the end of summer or early fall 2024
  - D.S II & III are expected to be operational?

### **GEMA**

- GEMA representatives will be working with local government, businesses, and citizens to create a Disaster Recovery and Redevelopment Plan for the county
- There will be at least three stakeholder meetings
- Consists of a zero-cost match

### **GIS**

- Implemented Pictometry

#### **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

### **Great American Clean-up**

- Potential date of April 6, 2024
- Event will also include Amnesty Day at the Landfill, Flag turn in, and prescription pill take back

### **LMIG Funds**

- **FY2024**
  - **Funds Received from GDOT: \$690,908.06**
    - Total, with 30% match from Lee County: **\$898,180.48**
  - Application approved September 18, 2023
  - Grant Funds received September 19, 2023
  - BOC awarded bid on December 12, 2023 to Oxford Construction Company
  - Roads: Chokee Road, Country Drive, Knollwood Drive, Springlake Drive, and Wiregrass Way
  - Project ongoing

### **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: August 15, 2024
  - Detour will be implemented during this construction as bridge will be closed to thru traffic
  - Estimated completion date: January 7, 2025

### **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: \$20,568,527.00 as of February 2024 (99%)

### **SPLOST VIII**

- Citizens vote on referendum March 12, 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 Lee County, Leesburg, and Smithville officials held Tuesday, October 10, 2023 with all entities in agreement
- IGA and projects list approved by the BOC on October 24, 2023
- Completed IGA submitted to the Elections and Registration Office November 10, 2023

## **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

## **Sewer Extension on Hwy 19**

- Approved by BOC at June 22, 2021 meeting
- Staff writing RFQ documents
- Projected Bid Opening TBD
- The plans and easement plats are completed and ready for submittal from Lanier Engineering
- Estimated Completion: December 2024

## **TSPLOST**

- Collection Period: April 1, 2019 - March 31, 2024
  - Ballot amount: \$16,995,017.00
  - Current collection: \$17,397,901.51 as of February 2024 (102%)

## **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
- Discussions with GDOT regarding a traffic study and signal installation ongoing
- GDOT committed to conducting a traffic study of this intersection once the project is completed

## **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 2026
- 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
- Groundbreaking held Wednesday, February 7, 2024 at Oakland Court

## RFPs and RFQs

### Open

#### Coston Road Paving Project

- Approved by BOC at September 26, 2023 meeting
- Pre-Bid Meeting: November 16, 2023
- Re-published February 2024
- Pre-Bid Meeting: March 14, 2024
- Bid Opening: March 28, 2024

#### New York Road – Chokee Creek Bridge Repair

- Pre-Bid Meeting: January 8, 2024
- Bid Opening: TBD
- To be re-published

### Recently Awarded

#### Disaster Recovery Management, Disaster Debris Monitoring, and Disaster Recovery Services

- Bid Opening: January 16, 2024
- Approved by BOC at June 13, 2023 meeting
- To be brought before the BOC on February 13, 2024
- BOC awarded bid on February 13, 2024 to Tetra Tech

#### Disaster Debris Removal and Disposal Services

- Bid Opening: January 16, 2024
- Approved by BOC at June 13, 2023 meeting
- To be brought before the BOC on February 13, 2024
- BOC awarded bid on February 13, 2024 to DRC Emergency Services

#### Road Resurfacing Projects (including LMIG 2024)

- Pre-Bid Meeting: November 28, 2023
- Bid Opening: December 11, 2023
- Approved by BOC at September 12, 2023 meeting
- BOC awarded bid on December 12, 2023 to **Oxford Construction Company** at a total cost of **\$5,032,661.75**
- Roads: Argyll Place, Aylesbury Place, Berkeley Road, Cambridge Road, Carillon Court, Carowinds Drive, Coosaw Court, Country Drive, Creek Isle Drive, Creekshire Court, Creekview Drive, Danbury Lane, Foxworth Drive, Halifax Place, Johns Drive, Knollwood Drive, Margate Drive, Marion Court, Midway Street, Muckalee Lane, Pineview Drive, Red Bay Court, Springlake Drive, Towne Lane, Victorian Court, Village Lane, Warrington Road, Willard Court.
  - **Shoulder work**: Callaway Lakes and Myers Acres
  - **Completed**: Chokee Road, Doris Drive, Huntingdon Drive, Lavender Lane, Longleaf Drive, Johns Drive, Morning Mist Drive, New York Road, Pinewood Road, Pebble Ridge Drive, Winnstead Drive, Wiregrass Way
  - **Roads currently being worked on**: Argyll Place, Aylesbury Place, Berkeley Road, Cambridge Road, Danbury Lane, Halifax Place, Margate Drive, Warrington Road

#### Bermuda Lane Pipe Repair

- Pre-Bid Meeting: November 9, 2023
- Bid Opening: November 28, 2023
- Approved by BOC at October 24, 2023 meeting

- \$12,540.00 change order approved by BOC on February 27, 2024
- BOC awarded bid on December 12, 2023 to **Oxford Construction Company** at a total cost of **\$74,095.00**

### **Engine for Fire Truck**

- Bid Opening: October 23, 2023
- Approved by BOC at September 26, 2023 meeting
- BOC awarded bid on October 24, 2023 to **Rush Truck Center** at a total cost of **\$32,119.20**
- Truck repaired and back in service

## **Future**

### **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
- The plans and easement plats are completed and ready for submittal from Lanier Engineering
- Estimated Completion: December 2024



## Georgia Opioid Settlement and Regional Advisory Councils (RACs)

### Background

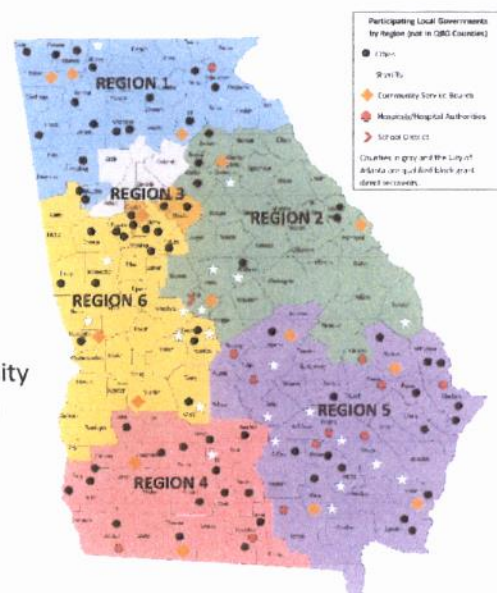
- The State of Georgia entered a Settlement Agreement with manufacturers and distributors of opioids that will bring payments of \$638 million to Georgia over 18 years. Department of Behavioral Health & Developmental Disabilities (DBHDD) Commissioner Kevin Tanner is the Trustee of these funds.
- The State's share of the settlement funds is 75% (\$479 million) and will be put into a state-administered trust. Forty percent of the State's share of funds (\$191.6 million) must be spent on a regional basis.
- The State of Georgia and Georgia's local governments entered a Memorandum of Understanding (MOU) requiring the Trustee to work in consultation with the Georgia Opioid Settlement Advisory Commission (GOSAC) and Regional Advisory Councils (RACs) for the allocation of these funds. For the purposes of the MOU, "local governments" are defined as the counties, cities, sheriffs, hospital authorities, community service boards and others who were involved with the settlement.
- The GOSAC provides input into statewide funding needs to abate the opioid crisis and reviews recommendations for funding from the RACs. The RACs review grant requests from within their regions and make recommendations to the GOSAC on funding allocations.
- Commissioner Tanner asked the Association County Commissioners of Georgia (ACCG) to assist in establishing the RACs.

### **What are the RAC boundaries?**

- The RACs are comprised of the six DBHDD regions. Because Cobb, DeKalb, Fulton and Gwinnett (as well as the City of Atlanta) will receive direct funding, the only counties that will form the RAC in Region 3 are Clayton, Newton and Rockdale.

### **What comprises a RAC?**

- Each of the six RACs must have at least three members and may have as many as seven. To provide for uniformity across the regions, ACCG will be recommending to each region that their respective RAC be comprised of seven members.



- Pursuant to the settlement agreement, the first three RAC members listed below are mandatory. The other positions are not required but have been recommended by DBHDD.
  - One member from a county board of health **(mandatory)**
  - One executive member of a community service board **(mandatory)**
  - One member that is a sheriff or representative designated by the sheriff **(mandatory)**
  - One academic member (works in a university system)
  - One member from a substance use provider that is licensed by the Georgia Department of Community Health (DCH)
  - One member that has experienced or has a family member that has experienced an opioid addiction
  - One member from a Judiciary (Accountability Court Judges)

#### **How are RAC members being identified?**

- ACCG is working with organizations such as the Georgia Sheriffs' Association, the Georgia Association of Community Service Boards, the Georgia Council for Recovery, the Council of Accountability Court Judges, the Georgia Municipal Association, and others to identify individuals with a background in opioid use disorder, addiction treatment or policy, public health policy, mental health treatment or policy or opioid related law enforcement to serve on the RACs.
- The slate of RAC members must be approved by the participating local governments within the region. ACCG is setting up a meeting in each region in March for participating local governments to vote on the slate.

#### **How will the RACs function?**

- DBHDD has not provided guidance on how RACs should function. ACCG is developing draft by-laws for consideration by each RAC. This document is likely to recommend that RAC members serve three-year terms and meet quarterly. Again, this may be modified depending on the preference of each RAC and the number of grants each one is asked to review.
- RACs will use a portal established by DBHDD to review grant applications, recommend funding and submit reporting.

#### **What can the opioid settlement funds be used for?**

The MOU establishes the following core strategies for the opioid settlement funds:

- Naloxone or other FDA-Approved Drugs to reverse opioid overdoses
- Medication-Assisted Treatment Distribution and other opioid-related treatment
- Pregnant & Postpartum Women
- Expanding Treatment for Neonatal Abstinence Syndrome
- Expansion of warm hand-off programs and recovery services
- Treatment for incarcerated population
- Prevention programs
- Expanding Syringe Service Programs
- Evidence-based data collection and research analyzing the effectiveness of the abatement strategies within the state



The MOU establishes the following approved uses for the opioid settlement funds:

Prevention

- Track, encourage, and support the effective utilization of new substance misuse prevention funding and resources in Georgia.
- Implement awareness and education to prevent youth initiation of substance use.
- Increase statewide public awareness of substance misuse, prevention, and the opioid epidemic.
- Implement education and awareness to help prevent drug overdose deaths.

Treatment

- Increase access to treatment services for individuals with Opioid Use Disorder (OUD) with a specific focus on MAT and other evidence-based practices.
- Increase access to treatment services and strategies for early diversion for individuals with OUD who are incarcerated or have criminal justice involvement.

Recovery

- Increase access to recovery support services for individuals with OUD.
- Encourage employer policies and hiring practices that will support individuals in recovery to obtain and maintain employment.
- Increase access to safe and stable housing, in addition to community-based support.
- Reduce barriers to accessing and using insurance for individuals in recovery.

Harm Reduction

- Expand the availability of Naloxone or other FDA-Approved Drug to reverse opioid overdoses.
- Expand Syringe Exchange and Fentanyl test strip distribution programs.
- Reduce overdose deaths and promote linkages to care.

Research and Evaluation

- Convene policy leaders, and multidisciplinary partners, including law enforcement and researchers, to identify promising practices and to inform a research and program evaluation agenda.



191 Peachtree Street NE, Suite 700 • Atlanta, GA 30303



201 Pryor Street, SW • Atlanta, GA 30303

**ASSOCIATION COUNTY COMMISSIONERS OF GEORGIA & GEORGIA MUNICIPAL ASSOCIATION**

**TO:** Participating Local Governments to Georgia’s Opioid Distributor Settlement, including Cities, Counties, Sheriffs, Community Service Boards, Hospitals and Hospital Authorities, Etc.

**FROM:** Dave Wills, ACCG Executive Director & Larry Hanson, GMA Executive Director

**DATE:** February 15, 2024

**SUBJECT:** Identification of Voting Delegate for Consideration of Three Statewide Georgia Opioid Settlement Advisory Commission Members (GOSAC) and Regional Advisory Council (RAC) Members

The Memorandum of Understanding between the State of Georgia and Participating Local Governments as part of Georgia’s participation in the national Opioid Distributor and Janssen Settlements requires the creation of the Georgia Opioid Settlement Advisory Commission (GOSAC) and Regional Advisory Councils (RACs) to assess grant applications and recommend funding for the regional portion of the opioid settlement funds. As part of the settlement, Participating Local Governments are required to vote on three GOSAC representatives and the RAC members for their respective regions.

Each Participating Local Government will receive one vote as part of this process. This vote will be held at regional, in-person meetings (see the attached list), and the voting delegate must be present to cast his or her vote on behalf of the Participating Local Government. The slate will be approved if the majority of the voting delegates present vote in favor of it. Additional information on the regional meetings will be emailed to the voting delegates.

**Please complete and return this form no later than March 15, 2024 to ACCG Administration & Operations Director Beth Brown at [bbrown@accg.org](mailto:bbrown@accg.org) as a scanned email attachment or photo.** If you choose to send it as a photo, please make sure the information provided below is clear and easy to read. Your prompt attention to this matter is greatly appreciated.

**PARTICIPATING LOCAL GOVERNMENT VOTING DELEGATE FOR GOSAC AND RAC SLATE CONSIDERATION**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Participating Local Government

\_\_\_\_\_  
Email

\_\_\_\_\_  
Date

**For questions or additional information, please contact Beth Brown at [bbrown@accg.org](mailto:bbrown@accg.org) or 770-262-5092.**



**ASSOCIATION COUNTY COMMISSIONERS OF GEORGIA & GEORGIA MUNICIPAL ASSOCIATION**

**REGIONAL MEETINGS**

**Region 1**

**March 21 @ 10 a.m.**

Dawson County Government Center/Courthouse  
BOC Assembly Room (2<sup>nd</sup> Floor)  
25 Justice Way  
Dawsonville, GA 30534

**Region 2**

**March 25 @ 2 p.m.**

Greene County Administration Building  
1034 Silver Drive  
Greensboro, GA 30642

**Region 3**

**March 20 @ 10 a.m.**

Rockdale County CE Steele Community Center  
1040 Oakland Avenue  
Conyers, GA 30012

**Region 4**

**March 26 @ 2 p.m.**

Colquitt County Administration Building  
101 East Central Avenue  
Moultrie, GA 31678

**Region 5**

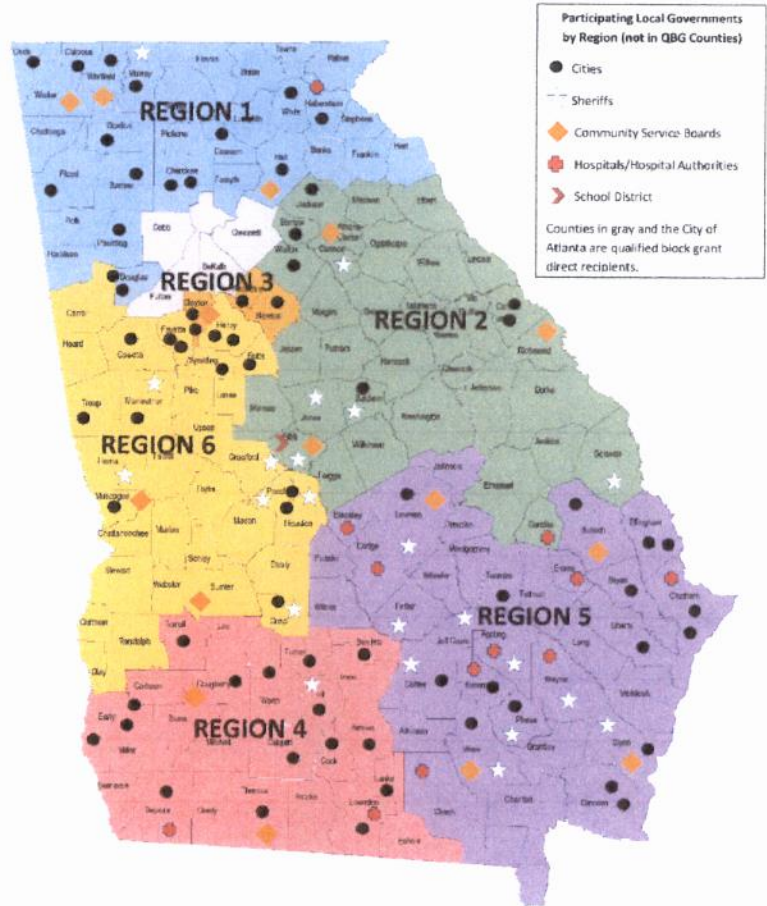
**March 26 @ 10 a.m.**

Appling County Courthouse Annex  
BOC Meeting Room (2<sup>nd</sup> Floor)  
69 Tippins Street  
Baxley, GA 31513

**Region 6**

**March 27 @ 10 a.m.**

Harris County Library  
7511 SR 116  
Hamilton, GA 31811





LEE COUNTY

Life works well here

# Lee County Public Works

**Public Works Director**  
Michael T. Sistrunk

759 Hwy 32 East  
Leesburg, GA 31763  
(229) 759-6028  
FAX (229) 759-3332

**General Supervisor**  
Anthony King  
**Supervisor**  
Chris Sellers

To: County Manager/Board of Commissioners  
From: Mike Sistrunk

March 12, 2024

Lee County Public Works performs the task of purchasing and installing speed humps. We currently have 46 speed humps installed at the cost below.

	<u>Prior to 2023</u>	<u>Current</u>
Cost of Speed Hump (15 sections with 2 end caps)	\$2719.15	\$1748.86
Lag Shield 68	\$ 95.20	\$ 95.20
Lag Bolts	\$ 27.20	\$ 27.20
Drill Bits	\$ 85.00	\$ 85.00
Washers	\$ 4.00	\$ 4.00
Signs	\$ 137.66	\$ 137.66
Posts	\$ 454.80	\$ 454.80
Sleeves	\$ 94.62	\$ 94.62
Sign Hardware	\$ 7.20	\$ 7.20
Installation (Three Man Crew at three hours)	<u>\$ 180.00</u>	<u>\$ 180.00</u>
Total per Hump	<b>\$3804.83</b>	<b>\$2834.54</b>
Cost of 46 current humps purchased prior to 2023:	\$175,022.18	
Amount for 21 pending speed humps:	<u>\$ 59,525.34</u>	
Total expense should we install 21 pending speed humps:	<b>\$234,547.52</b>	

With this being considered, I am submitting the attached policy for installation to take place. Currently, no policy is being followed and I am seeking guidance as to how we would like to proceed. Thank you for your consideration in this matter.









Date Installed	Address	Sections	End Caps	Date Removed
5/22/2019	Buck Run Drive		15 2-End Caps	
6/3/2019	124 Highland Oaks Drive		14 2-End Caps	
6/3/2019	168 Highland Oaks Drive		14 2-End Caps	
9/4/2019	Jefferson Court		15 2-End Caps	
11/12/2019	Buckston Trace		2-End Caps	
4/23/2020	Clearview Ln.		13 2-End Caps	
5/29/2020	Heather Ln.		14 2-End Caps	
5/29/2020	McIntosh Dr.		14 2-End Caps	
5/29/2020	Sandy Beach Rd.		7 2-End Caps	
1/12/2021	Buck Run Dr. E.		12 2-End Caps	
1/12/2021	Buck Run Dr W.		13 2-End Caps	
1/13/2021	163 Jarrett Dr.		0 Asphalt	
1/13/2021	137 Springlake Dr.		0 Asphalt	
1/13/2021	221 Springlake Dr.		0 Asphalt	
1/14/2021	River Bridge Dr.		10 2-End Caps	
2/17/2021	Winchester Dr.		14 2-End Caps	
3/25/2021	Fowler Dr.		14 2-End Caps	
3/30/2021	124 Huntingdon Dr.		15 2-End Caps	
8/2/2021	129 Lazy Acres Rd.		10 2-End Caps	
8/2/2021	158 Lazy Acres Rd.		10 2-End Caps	
8/3/2021	113 Pine Manor Drive.		14 2-End Caps	
12/20/2021	146 Glendale Rd.		11 2-End Caps	
12/20/2021	218 Glendale Rd.		11 2-End Caps	
7/11/2022	Buck Run West		12 2-End Caps	
7/11/2022	Hollister Dr.		12 2-End Caps	
9/6/2022	Pine Lakes Dr.		15 2-End Caps	
9/6/2022	First Rd.		10 2-End Caps	
8/12/2022	Robertson Dr.		15 2-End Caps	
11/7/2022	West Doublegate Dr,		15 2-End Caps	
7/13/2021	White Oak Dr.		13 2-End Caps	
3/27/2023	141 St. Claire Dr.		14 2-End Caps	
4/18/2023	308 Hickory Grove		12 2-End Caps	
4/19/2023	412 Hickory Grove		12 2-End Caps	
4/20/2023	130 White Oak		10 2-End Caps	
4/20/2023	165 White Oak		10 2-End Caps	
4/26/2023	106 Bud Drive		12 2-End Caps	
5/16/2023	142 Pine Summit Dr.		14 2-End Caps	
5/16/2023	127 Scarlett Way		11 2-End Caps	
8/10/2023	150 Wiregrass Way		12 2-End Caps	
8/11/2023	263 Wiregrass Way		12 2-End Caps	
8/16/2023	199 Woodstone Circle		15 2-End Caps	
10/24/2023	130 Buck Run		14 2-End Caps	
10/27/2023	Buck Run		14 2-End Caps	
11/27/2023	129 Harley Lane		13 2-End Caps	

## Speed Humps

5/1/2023

Date Installed	Address	Sections	End Caps	Date Removed
			0	
1/26/2017	Stapleton Dr.	15	2-End Caps	4/23/2018
6/12/2017	573 Flowing Well Rd.	13	2-End Caps	8/24/2017
6/12/2017	514 Flowing Well Rd.	13	2-End Caps	8/24/2017
6/13/2017	Hickory Grove Rd.	20	2-End Caps	8/24/2017
10/2/2017	Jarrett Dr.	14	2-End Caps	1/11/2017
1/11/2018	Leighton Dr.	14	2-End Caps	4/23/2018
3/19/2018	130 Marlow Ln.	15	2-End Caps	2/22/2019
4/23/2018	Mossey Oak Drive	14	2-End Caps	6/23/2018
5/4/2018	Cannon Dr.	11	2-End Caps	9/4/2018
5/23/2018	Buck Run Drive	12	2-End Caps	9/4/2018
2/22/2019	Hickory Grove Road.	14	2-End Caps	5/6/2019
2/26/2019	125 Leighton Dr.	16	2-End Caps	5/6/2019
3/4/2019	137 Springlake Dr.	13	2-End Caps	1/13/2021
3/4/2019	221 Springlake Dr.	14	2-End Caps	1/13/2021
5/22/2019	Buck Run Drive	15	2-End Caps	
6/3/2019	124 Highland Oaks Drive	14	2-End Caps	
6/3/2019	168 Highland Oaks Drive	14	2-End Caps	
9/4/2019	Jefferson Court	15	2-End Caps	
11/12/2019	Buckston Trace		2-End Caps	
1/10/2020	161 Wisteria Ln.	10	2-End Caps	1/13/2021
2/3/2020	Pebble Ridge Dr.	11	2-End Caps	5/7/2020
4/23/2020	Clearview Ln.	13	2-End Caps	
4/30/2020	124 McDonald Ct.	10	2-End Caps	1/13/2021
4/30/2020	163 Jarrett Dr.	14	2-End Caps	1/13/2021
4/30/2020	Highland Ct.	14	2-End Caps	1/14/2021
5/7/2020	Hickory Grove Rd.	11	2-End Caps	1/14/2021
5/29/2020	McIntosh Dr.	14	2-End Caps	
5/29/2020	Sandy Beach Rd.	7	2-End Caps	
5/29/2020	Heather Ln.	14	2-End Caps	
6/10/2020	132 Springdale Dr.	16	2-End Caps	1/13/2021
6/10/2020	107 Augusta Ct.	15	2-End Caps	1/13/2021
1/12/2021	Buck Run Dr. E.	12	2-End Caps	
1/12/2021	Buck Run Dr W.	13	2-End Caps	
1/13/2021	163 Jarrett Dr.	0	Asphalt	
1/13/2021	221 Springlake Dr.	0	Asphalt	
1/13/2021	137 Springlake Dr.	0	Asphalt	
1/14/2021	River Bridge Dr.	10	2-End Caps	
1/14/2021	330 Hickory Grove Rd.	12	2-End Caps	3/24/2022
1/14/2021	405 Hickory Grove Rd.	12	2-End Caps	3/24/2022
1/28/2021	Kinchafoonee Creek Rd.	12	2-End Caps	12/20/2021
1/28/2021	Canuga Dr.	12	2-End Caps	6/15/2021
2/17/2021	Apalachee Dr.	14	2-End Caps	6/16/2021
2/17/2021	Winchester Dr.	14	2-End Caps	
2/23/2021	Winding Way	15	2-End Caps	7/11/2022
3/25/2021	Fowler Dr.	14	2-End Caps	



Speed Humps

5/1/2023

Date Installed	Address	Sections	End Caps	Date Removed
3/30/2021	124 Huntingdon Dr.		15 2-End Caps	
7/13/2021	White Oak Dr.		13 2-End Caps	
8/2/2021	158 Lazy Acres Rd.		10 2-End Caps	
8/2/2021	129 Lazy Acres Rd.		10 2-End Caps	
8/3/2021	113 Pine Manor Drive.		14 2-End Caps	
12/20/2021	146 Glendale Rd.		11 2-End Caps	
12/20/2021	218 Glendale Rd.		11 2-End Caps	
12/22/2021	116 Wisteria Ln.		11 2-End Caps	2/25/2022
7/11/2022	Buck Run West		12 2-End Caps	
7/11/2022	Hollister Dr.		12 2-End Caps	
8/12/2022	Robertson Dr.		15 2-End Caps	
9/6/2022	Pine Lakes Dr.		15 2-End Caps	
9/6/2022	First Rd.		10 2-End Caps	
11/7/2022	West Doublegate Dr.		15 2-End Caps	
3/17/2023	412 Hickory Grove		12 2-End Caps	4/12/2023
3/17/2023	308 Hickory Grove		12 2-End Caps	4/12/2023
3/27/2023	141 St. Claire Dr.		14 2-End Caps	
4/18/2023	308 Hickory Grove		12 2-End Caps	
4/19/2023	Hickory Grove		12 2-End Caps	
4/20/2023	130 White Oak		10 2-End Caps	
4/20/2023	165 White Oak		10 2-End Caps	

Luke Singletary  
Chairman, Lee County Board of Commissioners  
T. Page Tharp Governmental Building  
102 Starksville Avenue  
North Leesburg, Georgia 31763

March 5, 2024

Dear Chairman Singletary,

Pinewood Solar, LLC respectfully requests a 10-month extension to the Conditional Use Permit (CUP) for the proposed Pinewood Solar Energy Project (Project) that was approved by the Lee County Board of Commissioners on January 21, 2022 and extended on May 11, 2023. The Pinewood Solar CUP is currently set to expire on July 24, 2024, and for the reasons outlined below, we are requesting a 10-month extension of this timeline.

- The project is currently bid into the 2023 Georgia Power Company (GPC) CARES Request for Proposal with an anticipated 'Competitive Tier' notification at the end of March. We are requesting a permit extension at this time to provide us the certainty necessary to be able to submit a large non-refundable security deposit required by GPC to continue in the procurement process that will be due shortly after 'Competitive Tier' notification.
- In preparation and expectation that the project will be selected, construction planning work is underway to support the start of interconnecting switchyard construction by the end of 2024 and the start of solar array construction in Q3 2025 to meet a Q4 2026 completion date. Pinewood Solar expects to submit its initial stormwater pollution prevention plan to Lee County as a local issuing agency no later than August 2024. The purchase order for the generator step-up transformer unit for this project has been submitted and all other environmental and engineering due diligence has been completed for this project.
- The 200-megawatt (MW) proposed Pinewood Solar project has not materially changed since the original staff review in October 2021 and full Commission approval in January 2022. The proposed project land use would continue to be compatible and harmonious with the use or development of the adjacent properties. The project will comply with all federal, local, and state laws, including those requiring erosion and sediment controls, and will work closely with the Georgia Environmental Protection Division.
- Pinewood Solar strives to be an excellent partner to Lee County by continuing to support initiatives that benefit the Community. NextEra Energy Resources has made a significant investment in this project, with capital expenditures of over \$1.2 million to date and over \$1.5 million in expenses.

Pinewood Solar is pleased to submit this letter and included information to the Board of Commissioners for review and consideration. We look forward to working with you on a successful partnership for this project.

Sincerely,



Melissa Schroeder  
Project Director | (404) 937-0085 | melissa.schroeder@nexteraenergy.com



## Key Information for Consideration

### Location

- The Project Site (Site or Project Area) is located approximately 6 miles north of the City of Leesburg, south of State Route 377 and west of State Route 195.
- The Project footprint would be approximately 1,500 acres, situated within four contiguous parcels. The remaining 3,689 acres within the parcels would not be impacted by the project.

### Project Timeline

<b>Preliminary design</b>	Completed in 2021
<b>Environmental due diligence</b>	Completed in 2021
<b>Geotechnical activities and topography study</b>	Completed in 2022 and 2023
<b>Hydrology (water run-off study)</b>	Completed in 2022
<b>Interconnection Agreement with Southern Company Services</b>	Executed in December 2023
<b>Project marketing – bid into Georgia Power 2023 RFP</b>	Submitted in February 2024
<b>Interconnecting Switchyard Construction</b>	November 2024 – May 2026 <i>Georgia EPD Permitting Begins August 2024</i>
<b>Solar Array, Substation, Storage and Transmission Line Construction</b>	July 2025 – November 2026 <ul style="list-style-type: none"> <li>○ <i>Environmental (Clean Water Act) permitting begins July 2024</i></li> <li>○ <i>Detailed Engineering begins December 2024</i></li> <li>○ <i>Building Permit Submission April 2025</i></li> </ul>
<b>Project Commercial Operation Date</b>	November 2026

### Visual Impacts

- The Project is not anticipated to impact overall community character because potential views would be mostly obscured from adjacent roadways and properties, non-participating residences are not anticipated to be impacted, and a vegetative buffer would be installed to obscure the proposed Project where it would be potentially visible from roadways. Agricultural, pastoral, and forested views would still dominate the character of the surrounding landscape. A viewshed analysis was conducted to identify areas where the Project may be visible from roadways.
- The facility would be located on private land that is currently cropland, surrounded by native and timber woodland. Minimal vegetation removal would be required for this project, leaving the forested areas of the properties largely untouched. The Project would have a natural vegetative buffer in place, shielding the view from public rights of way.
- The solar site is in an area with minimal residential development. No residential dwellings (except for a participating property owner whose land we are leasing) were identified that would have clear views of the proposed SES. No potentially sensitive land uses (e.g., recreational business or tourism resources) were identified on adjacent properties not owned by the leasing landowners.

## Erosion and Sediment Control

- Prior to construction, Pinewood Solar would submit a Stormwater Management Plan in compliance with Lee County Code of Ordinances Chapter 38, Article VI that would include water detention systems designed to sufficiently accommodate a minimum of a 100-year storm event; detention basins and other Best Management Practices (BMP'S) would be designed to sufficiently control the flow of water off Site in the event of large storms with heavy rainfall.
- A performance bond would be submitted for 110 percent of the total cost of construction for the stormwater management facilities.
- During construction, the Project's Stormwater Pollution Prevention Plan, will be overseen by the Georgia Environmental Protection Division (GA EPD). The GA EPD is expected to release new permit requirements in Q3 2023 requiring increased site stabilization measures and a more phased approach to issuing permits than in the past. NextEra Energy Resources is already working closely with EPD inspectors and implementing these new site stabilization measures at projects currently under construction in Georgia.
- Since the original review, Pinewood Solar has completed a full drainage report. Results indicate this project site is a low risk for flooding and erosion and that electrical equipment can, and will be, built above the 100-year flood level.
- A wetland delineation report has been conducted and the project will implement the 25ft GA EPD buffer on state waters as well the additional 75ft Lee County buffer for wetlands.
- Upon completion of construction, areas within the Site boundary (except for access pathways) would be revegetated. Revegetation of the Site would help stabilize the soil and decrease runoff, as well as:
  1. Reduce visual impact as compared to an unvegetated surface;
  2. Prevent erosion and sedimentation and maintain water quality in the surrounding area;
  3. Serve as a cover crop to prevent topsoil erosion and maintain or enhance soil nutrients; and
  4. Provide habitat for wildlife and the voluntary establishment of native plant species.

## Environmental Impacts: Species

- In a letter dated January 26, 2021, the USFWS concurred with the onsite environmental survey and reported that the proposed SES would have "No Effect" on any of the federally listed species.
- Two active burrows for the Georgia listed Gopher tortoise were found onsite during a formal survey. One of the burrows is in an area that the project could possibly impact. The project will coordinate with the Georgia Department of Natural Resources for a collection and re-location before the start of construction, as necessary.

## Project Benefits & Community Partnership

In addition to providing clean affordable and reliable energy, the Project would:

1. Generate approximately \$24 million in additional tax revenue over the life of the project to benefit Lee County through an approximately \$290 MM capital investment
2. Create up to 350 construction jobs
3. Support the economy through purchases of regional goods and services



Pinewood Solar strives to be an excellent partner to Lee County by continuing to support initiatives that benefit the Community. This support includes:



- Chamber of Commerce's LCHS Alumni Event; entering into a \$15,000 multi-year support agreement after supporting in 2022
- Lee County Family Connection: committed to a second \$10,000 grant to support two initiatives
- Lee County Chamber of Commerce Champion membership for the 3<sup>rd</sup> year.
- Flint Riverkeeper Kobby Knees Music Festival \$2,500 Platinum Sponsorship for a 2nd year
- Albany Technical College \$5,000 support for an Alternative/ Sustainable Energy program
- \$50,000 STEM grant to Lee County Middle School, whose students wrapped up an amazing year learning about and working with drones.
- Support to Lee County Athletic Booster Club and Lee County Teacher Appreciation, \$2,500 each

Lee County Middle School class participating in a STEM program because of a \$50,000 grant from the NextEra Energy Foundation (SY 2022-3)






NextEra Energy sponsored a new program at Albany Technical College

# ATC starts new renewable energy program



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