



BOARD OF COUNTY COMMISSIONERS

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

TUESDAY, NOVEMBER 14, 2023 AT 6:00 P.M.
T. PAGE THARP BUILDING
OPAL CANNON AUDITORIUM
WWW.LEE.GA.US

MEETING AGENDA
WORK SESSION

COUNTY COMMISSIONERS

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

COUNTY STAFF

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

- | | <u>PAGE</u> |
|---|-------------------|
| 1. <u>INVOCATION</u>
Pastor Lee Smith, First United Methodist of Leesburg, to lead the invocation. | |
| 2. <u>PLEDGE OF ALLEGIANCE</u> | |
| 3. <u>CALL TO ORDER</u> | |
| 4. <u>APPROVAL OF MINUTES</u>
(A) Consideration to approve the minutes for the Board of Commissioners meeting for October 24, 2023. | A - E |
| 5. <u>CONSENT AGENDA</u>
NONE | |
| 6. <u>NEW BUSINESS</u>
(A) Chief Ranger David Hodges, Georgia Forestry Commission, to present the annual report. | |
| 7. <u>PUBLIC HEARING</u>
(A) The Board of Commissioners will hold a public hearing to consider a resolution transmitting a draft Capital Improvements Element Annual Update to the Southwest Georgia Regional Commission for regional review pursuant to the Georgia Planning Act of 1989.

Consideration to adopt a resolution transmitting a draft Capital Improvements Element Annual Update to the Southwest Georgia Regional Commission for regional review pursuant to the Georgia Planning Act of 1989. | 1 - 7 |
| 8. <u>DEPARTMENTAL MATTERS</u>
<u>Planning, Zoning & Engineering</u>
(A) Consideration to approve a variance application from Kyle Watson (Z23-012) to install a detached shop on the back side of the property, located at 1012 Pinewood Road, Leesburg, GA 31763. This property is in the Second Land District of Lee County, Lot 11 of Old Canoy Estates. The total acreage of the property is 6.7 acres and is in flood zone A. <i>Planning Commission unanimously recommended approval.</i>

(B) Review of the draft minutes for the November 2, 2023 Planning Commission meeting. | 8 - 19
20 - 23 |

(C)	Review of the minutes for the October 5, 2023 Planning Commission meeting.	24 - 26
	<u>Public Works</u>	
(D)	Consideration to purchase three (3) new pick-up trucks.	27
9.	<u>CONSTITUTIONAL OFFICERS & GOVERNMENTAL BOARDS/AUTHORITIES</u>	
	NONE	
10.	<u>COUNTY MANAGER'S MATTERS</u>	
(A)	Updates on County projects.	28 - 33
(B)	Consideration to approve the Meeting Calendar for the Board of Commissioners for 2024.	34
(C)	Consideration to approve the Holiday Calendar for Board of Commissioners offices for 2024.	35
(D)	Consideration to approve the Budget Calendar for FY 2024-25.	36
(E)	Consideration to approve an Easement for Anchors, Guy Poles, and Guy Wires for Georgia Power for the Oakland Library and Bindery property.	37 - 39
(F)	Consideration to accept a quote for duct cleaning. <i>HANDOUT</i>	40
11.	<u>COMMISSIONER'S MATTERS</u>	
(A)	Consideration to ratify the addition of Winnstead Drive to the 2023 Road Resurfacing Projects RFP.	
(B)	Consideration to ratify the updated projects list for SPLOST VIII.	41
12.	<u>UNFINISHED BUSINESS</u>	
	NONE	
13.	<u>COUNTY ATTORNEY'S MATTERS</u>	
(A)	Consideration to adopt a resolution approving notice of special election, call of special election, and ballot question in connection with SPLOST VIII.	42 - 46
14.	<u>EXECUTIVE SESSION</u>	
	NONE	
15.	<u>PUBLIC FORUM</u>	
	<i>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.</i>	
16.	<u>ANNOUNCEMENTS</u>	
(A)	Offices of the Lee County Board of Commissioners will be closed Thursday, November 23, 2023 and Friday, November 24, 2023 in observance of the Thanksgiving holiday.	
(B)	The "Spirit of Christmas Parade & Festival" will be held on Saturday, December 2, 2023 . Parade kickoff will be at 10:00am and will be immediately followed by a festival which includes vendors, entertainment, great food, and lots more. Admission is free and if you would like to be a sponsor, vendor or participate in the parade please contact the Chamber of Commerce at (229) 759-2422.	
(C)	The next regularly scheduled County Commission Meeting is Tuesday, December 12, 2023 at 6:00pm .	

- (D) The renewal process for 2024 Occupation Tax/Business Licenses began November 1, 2023. Please go to Lee County's website at www.lee.ga.us for information or contact the Building Inspection office at (229) 759-3326 and we will mail you a packet with an application and all information. **All current business licenses will expire on December 31, 2023.**

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, OCTOBER 24, 2023 6:00 P.M.
T. PAGE THARP BUILDING
OPAL CANNON AUDITORIUM
WWW.LEE.GA.US

MEETING MINUTES
VOTING SESSION

COUNTY COMMISSIONERS

Billy Mathis, Chairman	District 3
Luke Singletary, Vice-Chairman	District 2
Dennis Roland, Commissioner	District 1
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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, October 24, 2023. The meeting was held in the Opal Cannon Auditorium of the Lee County T. Page Tharp Governmental Building in Leesburg, Georgia. Those present were Chairman Billy Mathis, Commissioner Dennis Roland, and Commissioner Chris Guarnieri. Staff in attendance was County Manager Christi Dockery, County Clerk Kaitlyn Good, and County Attorney Jimmy Skipper. Commissioner George Walls was absent. The meeting was also streamed on Facebook Live. Chairman Mathis called the meeting to order at 6:00pm. Vice-Chairman Luke Singletary arrived at 6:03pm.

INVOCATION

Reverend Melvin Slappy, Kinchafoonee 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 minutes for the Board of Commissioners meeting for October 10, 2023.**
Commissioner Roland made the **MOTION** to approve the minutes for the Board of Commissioners meeting for October 10, 2023. Commissioner Guarnieri seconded the **MOTION**. The **MOTION** was unanimous with Chairman Mathis voting yea.
- (B) **Consideration to approve the minutes for the Special Called Joint Meeting with the City of Leesburg and City of Smithville on October 10, 2023.**
Commissioner Roland made the **MOTION** to approve the minutes for the Special Called Joint Meeting with the City of Leesburg and City of Smithville on October 10, 2023. Commissioner Guarnieri seconded the **MOTION**. The **MOTION** was unanimous with Chairman Mathis voting yea.

CONSENT AGENDA

NONE

NEW BUSINESS

- (A) **Chairman Mathis recognized the following employees for their years of service to Lee County:**
15 years – Audrey Barrett – DETENTION OFFICER - LIEUTENANT
15 years – Bryan Barnes – PT PARAMEDIC
20 years – Leonard Favors – UTILITIES AUTHORITY WASTEWATER DISTRIBUTION OPERATOR

(B) **Mike Talley, Stormwater Engineer with Flint River Consulting, to update the Board of Commissioners on the updated stormwater permit and review steps taken to comply with EPD comments from 2022.**

Mike Talley stated that EPD had reviewed all previous annual reports and then provided comments. The permit was renewed, effective in July 2023. At that time, the Board of Commissioners contracted with a firm to rewrite the stormwater plan. EPD has also changed how inspections are to be reported and how maintenance is reported within the stormwater system. Beginning in August 2023, the County has made improvements in going digital so as to make this reporting easier on staff. The system inventory is now updated in the way EPD wishes to see it and now, Public Works crews are able to submit information to GIS while still onsite so as to make it easier to report the data to EPD. Reporting from Public Works tends to be minimal as the bulk of their work is in the Northern part of the County.

Everything south of Century Road (pipes, ditches, inlets, etc.) needs to be inspected at least once every five years; staff aims to do approximately 25% of these inspections every year. As of today, EPD does not require a certain percentage of maintenance to be performed, but this could come later.

Commissioner Roland asked Mr. Talley if there was anything to report about the solar farm in Northern Lee County, to which Mr. Talley stated that recently an inspection was done of their current phase and the area was very well maintained and are trying their best to do what they are supposed to be doing.

(C) **Mike Talley, Stormwater Engineer with Flint River Consulting, to discuss rectifications for a pipe failure located on Bermuda Lane.**

Several years ago, the County got permission from the Corps of Engineers to fill in some of the ponds on the Grand Island property. Around that time the County elected to fill in the ponds and also build a road bed and install culverts. Unfortunately, what this did was cover up the outfall of this drainage pipe on Bermuda Lane. So when we got a lot of rain, it flooded Bermuda Lane (no one's home was affected), which is what caused staff to realize there was an issue. As a temporary solution, an 8ft – 10ft deep trench has been dug to stop the road from flooding.

A handout was provided to the Board showing a quote from an area contractor to give an idea as to what this project may require to be fixed. Mr. Talley and Joey Davenport, Co-Assistant County Manager and Chief Building Official, summarized the provided quote. The project will include: Removing the existing 18" storm line, constructing a new inlet at the bend in the pipe, replacing the inlet at the pipe failure, reconstruct the storm line as a 24" RCP line, extend the pipe through the roadbed to the pond, create a new inlet/junction box at the end of the existing pipe to connect the new pipe to the pond, and backfill, as necessary.

Commissioner Guarnieri asked if this project would work in conjunction with any new proposed commercial development in that area. Mr. Talley explained that this is far from that area and so would not be impacted, but added that should projects expand that way, the replacement using a 24" pipe would prove beneficial. The replacement pipe will be approximately 300 linear feet. Commissioner Roland asked how we were going to prevent it from filling up with sediment. Mr. Talley stated that these inlets are off the roadway and actually in the yards, so they're surrounded by grass and do not receive the runoff from the roads.

Chairman Mathis asked staff to put the project out for bid.

PUBLIC HEARING

(A) **A Public Hearing will be held to mark the completion of the 2021 Community Development Block Grant Project, which included the extension of the Lee County Utilities Authority Water System to service Palmyra Mobile Home Park. The project benefits 78 people.**

Chairman Mathis opened the Public Hearing.

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

DEPARTMENTAL MATTERS

Fire & EMS

(A) **Consideration to award the bid for Turnout Gear.**

The lowest bidder, Technology International, Inc., did not supply the necessary information for the bid and did not respond when contacted.

Commissioner Singletary made the **MOTION** to award the bid for Turnout Gear to Municipal Emergency Services, Inc. (MES) for \$33,700.00. Commissioner Guarneri seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Roland voting yea. This item was included in the FY 23-24 budget for Fire & EMS.

(B) **Consideration to award the bid for the fire truck engine.**

Commissioner Roland made the **MOTION** to award the bid for the reserve fire truck engine to Rush Truck Center for \$28,935.31 to come from the General Fund. Commissioner Singletary seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Guarneri 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) the County is currently at 94% of collections for SPLOST VII; and (2) the County is currently at 94% collection for TSPLOST and is expected to reach 100% by January, however, with the passing of TSPLOST II, collections will continue.

(B) **Consideration to approve the Letter of Intent for the lease for the Department of Audits, located at 116 Leslie Highway.**

County Manager Christi Dockery explained that the rent has been increased by 6% to help cover County expenses.

Commissioner Singletary made the **MOTION** to approve the Letter of Intent for the lease for the Department of Audits, located at 116 Leslie Highway, subject to County Attorney Skipper's review. Commissioner Guarneri seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Roland voting yea.

COMMISSIONER'S MATTERS

(A) **Consideration to approve the Intergovernmental Agreement with the City of Leesburg and the City of Smithville for SPLOST VIII.**

Commissioner Roland made the **MOTION** to approve the Intergovernmental Agreement with the City of Leesburg and the City of Smithville for SPLOST VIII. Commissioner Guarneri seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Singletary voting yea.

(B) **Consideration to approve the list of projects to be included in the ballot language for SPLOST VIII.**

Commissioner Roland stated that the Utilities Authority had requested \$5,000,000.00 and asked if anyone knew what they were wishing to do with that funding. Chairman Mathis stated that they have a lot of needs, so it would go towards their projects, citing a possible water tower or sewer extension.

Commissioner Roland made the **MOTION** to approve the list of projects to be included in the ballot language for SPLOST VIII. Commissioner Guarneri seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Singletary voting yea.

UNFINISHED BUSINESS

NONE

COUNTY ATTORNEY'S MATTERS

- (A) A proposed text amendment to the Lee County Code of Ordinances to include the following: Chapter 70, Article XII, Section 70-382 related to the C-2 General Business District, to delete Section 70-382(h) in its entirety and adopt, in lieu thereof a new Section 70-382(h) and adding thereto a new Subsection (m) "Sanitariums and Nursing Homes"; Chapter 70, Article XII Section 70-383 related to the C-2 General Business District adding thereto a new Subsection (g) "Conditional Use"; Chapter 70, Article XIV, Section 70-422 related to the C-4 Traditional Office District, to delete Section 70-422(f) in its entirety and adopting in lieu thereof a new Section 70-422(f) and adding thereto a new Subsection (k) "Permitted Use"; and Chapter 70, Article XIV, Section 70-423 related to the C-4 Traditional Office District, to add point (5) pertaining to the location of free standing ancillary healthcare service providers. Planning Commission members unanimously recommended approval. Public Hearing held October 10, 2023

Commissioner Guarnieri made the **MOTION** to adopt a proposed text amendment to the Lee County Code of Ordinances to include the following: Chapter 70, Article XII, Section 70-382 related to the C-2 General Business District, to delete Section 70-382(h) in its entirety and adopt, in lieu thereof a new Section 70-382(h) and adding thereto a new Subsection (m) "Sanitariums and Nursing Homes"; Chapter 70, Article XII Section 70-383 related to the C-2 General Business District adding thereto a new Subsection (g) "Conditional Use"; Chapter 70, Article XIV, Section 70-422 related to the C-4 Traditional Office District, to delete Section 70-422(f) in its entirety and adopting in lieu thereof a new Section 70-422(f) and adding thereto a new Subsection (k) "Permitted Use"; and Chapter 70, Article XIV, Section 70-423 related to the C-4 Traditional Office District, to add point (5) pertaining to the location of free standing ancillary healthcare service providers. Commissioner Singletary seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Roland voting yea.

- (B) Consideration to adopt a text amendment to the Lee County Code of Ordinances to add a Code of Conduct with Respect to the Use of County Facilities. First Reading held October 10, 2023

Commissioner Singletary made the **MOTION** to adopt a text amendment to the Lee County Code of Ordinances to add a Code of Conduct with Respect to the Use of County Facilities. Commissioner Guarnieri seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Roland voting yea.

EXECUTIVE SESSION

NONE

PUBLIC FORUM

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

Paul Clayton – Paving Old Leslie Road

Chairman Mathis asked if anyone else would like to speak. With no more comments or questions from the audience, the Public Forum was closed.

ANNOUNCEMENTS

- (A) The Lee County Animal Shelter will be hosting an adoption event **Saturday, October 28, 2023 from 4:00pm to 7:00pm** at the shelter, located at 101 Mossy Dell Road.
- (B) The renewal process for 2024 Occupation Tax/Business Licenses will begin November 1, 2023. Please go to Lee County's website at www.lee.ga.us or contact the Building Inspection office at (229) 759-3326 for more information. **All current business licenses will expire on December 31, 2023.**
- (C) The next regularly scheduled County Commission Meeting is **Tuesday, November 14, 2023 at 6:00pm.**

ADJOURNMENT

The meeting adjourned at 6:26PM.

Facebook video link: <https://www.facebook.com/leecountyga/videos/778369967392368>

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DRAFT



**Capital Improvements Element
2023 Annual Update:
Financial Report &
Community Work Program
Lee County, GA
Draft – November 14, 2023**

Attached is the Lee County CIE - Capital Improvement Element annual update for 2023 consisting of a financial report, as required by the Development Impact Fee Act, and an updated community work program, as required by DCA's impact fee compliance requirements.

This Capital Improvements Element Annual Update has been prepared based on the rules and regulations pertaining to impact fees in Georgia, as specified by the *Development Impact Fee Act* (DIFA) and the Department of Community Affairs (DCA) documents *Development Impact Fee Compliance Requirements and Standards and Procedures for Local Comprehensive Planning*. These three documents dictate the essential elements of an Annual Update, specifically the inclusion of a financial report and a schedule of improvements.

According to DCA's Compliance Requirements, the Annual Update:

"must include: 1) the Annual Reporting impact fees required under O.C.G.A. 36-71-8; and 2) a new fifth year schedule of improvements, and any changes to or revisions of previously listed CIE projects, including alterations in project costs, proposed changes in funding sources, construction schedules, or project scope." (Chapter 110-12-2-.03(2)(c))

This Annual Update itself is based on The County of Lee *Capital Improvements Element*, as amended by the County in December 13 of 2011.

Lee County, GA

Financial Report

The Financial Report included in this document is based on the requirements of DIFA, specifically:

"As part of its annual audit process, a municipality or county shall prepare an annual report describing the amount of any development impact fees collected, encumbered, and used during the preceding year by category of public facility and service area." (O.C.G.A. 36-71-8(c))

The required financial information for each public facility category appears in the main financial table (page 2); each of the public facility categories has a single, county-wide service area. The status of all impact fee projects, by public facility category, is shown on the tables on pages 3, 4 and 5.

The County's fiscal year runs from July 1 to June 30.

Schedule of Improvements

In addition to the financial report, the County has prepared a five-year schedule of improvements—a community work program (CWP)—as specified in DCA's Compliance Requirements (Chapter 110-12-2-.03(2)(c)), which states that local

governments that have a CIE must "update their entire Short Term [i.e., Community] Work Programs annually."¹

According to DCA's requirements², the CWP must include:

- A brief description of the activity;
- Legal authorization, if applicable;
- Timeframe for undertaking the activity;
- Responsible party for implementing the activity;
- Estimated cost (if any) of implementing the activity; and,
- Funding source(s), if applicable.

All of this information appears in the Community Work Program portion of this document, beginning on page 6.

¹ Note that DCA's Compliance Requirements specify that the work program is to meet the requirements of Chapter 110-12-1-.04(7)(a), which is a reference to the work program requirements in a previous version of the *Standards and Procedures for Local Comprehensive Planning*. The correct current description is found at Chapter 110-12-1-.04(2)(b)1.

² Chapter 110-12-1-.03(3).

LEE COUNTY		Annual Impact Fee Financial Report - Fiscal Year 2023					
Public Facility	Libraries	Fire Protection	Communications and Security	Parks & Recreation	Administration	CIE Prep (recoupment)	TOTAL
Impact Fee Fund Balance July 1, 2022	\$48,861.16	\$12,434.38	\$32,001.53	\$612,868.95	\$12,478.94	\$36,469.06	\$755,114.03
Impact Fees Collected (July 1, 2022 through June 30, 2023)	\$34,724.39	\$0.00	\$0.00	\$40,323.47	\$2,251.58	\$2,046.61	\$79,346.05
Subtotal: Fee Accounts	\$83,585.55	\$12,434.38	\$32,001.53	\$653,192.42	\$14,730.52	\$38,515.67	\$834,460.07
Accrued Interest	\$611.64	\$38.23	\$152.91	\$2,943.50	\$38.23	\$38.23	\$3,822.73
(Impact Fee Refunds)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Expenditures)	(\$60,000.00)			(\$12,552.36)			(\$72,552.36)
Impact Fee Fund Balance June 30, 2023	\$24,197.19	\$12,472.61	\$32,154.44	\$643,583.56	\$14,768.75	\$38,553.90	\$765,730.44
Impact Fees Encumbered	\$24,197.19	12,472.61	\$32,154.44	\$643,583.56			\$712,407.80

LEE COUNTY SHORT TERM WORK PROGRAM 2024-2028

Community Facilities					
Activity	Timeline	Responsible Party	Cost Estimate	Funding Source	Current Status/ Remarks
1. Prepare and implement a five year master plan of all county government offices and outside agencies to include facilities, personnel, and equipment.	2024-2028	Lee County	Staff Time	General Fund	On-Going, In-Progress
2. Ensure future improvements to water and treatment facilities that promote balanced and efficient growth and maximizes the use of existing facilities.	2024-2028	Lee County Board of Commissioners, Lee County Utilities Authority	\$10,000,000.00	Utilities Authority Revenue (25%) ARPA (75%)	Awaiting word on two grants that have been submitted for the purpose expanding water infrastructure, including a well and tank; Should know by December 2023
3. Implement a plan to discourage developments with septic systems and private treatment systems in dense developments or near environmentally sensitive areas.	2024-2028	Lee County	Staff Time; Hard Costs TBD	General Fund	On-Going, In-Progress
4. Library collections materials purchase for four (4) library branches	2024-2028	Lee County Board of Commissioners, Library Board of Trustees	\$400,000.00	Impact Fees (75%) General Fund (25%)	On-Going, In-Progress
5. New Multi-Purpose Recreation Facility located at 231 State Route 3 (100 acres purchased), planning and development of park including trail, pavilions, and boat ramp to be installed by DNR.	2024-2028	Lee County	Cost TBD	Impact Fees (30%) SPLOST (10%) Federal and State Grants (50%) General Fund (10%)	On-Going; Committee formed in 2021, with discussions and planning ongoing; trails (0.75 miles), pavillion with picnic area, and kayak launch open to the public; agreement renewed 01/11/2022 with GDNR to install boat ramp; agreement signed 8/8/2023 with Lose Design for design and development.
6. Determine feasibility and Implement a plan to provide safe pedestrian and bicycle facilities network.	2024-2028	DARTS, Lee County	Staff Time; Hard Costs TBD	T-SPLOST (50%) SPLOST (25%) GDOT (25%)	On-Going, In-Progress
7. With partners and developers, plan, design, and construct the Lee County Medical Center and adjoining medical facilities and other commercial development opportunities.	2024-2028	Lee County	TBD	Public-Private Partnerships	On-going; Hospital Authority created in 2022; Financial planning agreements signed by the Lee County Development Authority (property owner) and Lee County Board of Commissioners for roads and water/sewer/ stormwater infrastructure
8. Design and construct 2 new roads to support Lee County Medical Center and adjoining medical facilities and other commercial development opportunities.	2024-2028	Lee County	TBD	T-SPLOST (50%) SPLOST (30%) General Fund (20%)	On-going; Financial planning agreements, dated 10/25/22, signed by the Lee County Development Authority (property owner) and Lee County Board of Commissioners for roads and water/ sewer/ stormwater infrastructure
9. Maintain full-time GIS staff and technology to provide current tax parcel, zoning and other relevant data for daily operations and reporting requirements.	2024-2028	Lee County	\$350,000.00	SPLOST	County currently maintains full-time GIS staff; Pictometry software implemented in 2023
10. Upgrade telecommunications equipment to mitigate/resolve cyber security risks.	2024-2028	Lee County	\$225,000.00	SPLOST	County has upgraded servers and implemented new policies to mitigate security risks; Software updates
11. Upgrade telecommunications equipment to increase Public Safety communications	2024-2028	Lee County	\$450,000.00	SPLOST (50%) General Fund (50%)	In-Progress; New radio equipment purchased from Motorola; New telecommunications tower to be constructed in Northern Lee County

12. Partner with vendors to provide Broadband internet access to those citizens in areas of the county in most need.	2024-2028	Lee County	\$25 million	Grant (50%) Windstream Partnership (40%) General Fund (5%) ARPA Funds (5%)	Resolution signed 05/24/2022; Windstream to provide broadband to unserved and underserved citizens by 2024; Kick Off Event held 06/22/2022; citizens may apply for services; Build Agreement between Lee County and Windstream in preparation to be signed December 2022; Broadband Ready recertification completed 11/01/2022
13. Partner with vendors to expand water and sewer resources for future residential and commercial developments.	2024-2028	Lee County Board of Commissioners; Lee County Utilities Authority	\$7,464,195.00	Grant	Completed water extension infrastructure project to WGM business utilizing ARPA funds.
14. Refresh logo and website	2024-2028	Lee County	TBD	SPLOST	On-Going; Staff researching and preparing RFP documents

Natural and Cultural Resources

Activity	Years	Responsible Party	Cost Estimate	Funding Source	Current Status/ Remarks
1. Design scenic gateway features at the road entrances into the county.	2024-2028	Lee County	\$50,000.00	General Fund (10%) Grants (90%)	On-Going; Welcome sign erected at the entrance of the County on major roadways that include faces and signature of well-known Lee Countians
2. Develop and improve canoe and kayak boat ramps; install wayfinding signage; improve water safety and rescue with installation of mile markers on Kinchafoonee Creek, Muckalee Creek and Flint River.	2024-2028	Lee County	TBD	DNR & State Grants 90%) General Fund (5%) SPLOST(5%)	On-Going; Mile markers installed along the Kinchafoonee and Muckalee Creeks; various scout projects aimed at bettering the creeks and boat landings include duck boxes, picnic tables, and message boards
3. Plan and build a community garden	2024-2028	Lee County	Staff Time; Hard Costs TBD	In-Kind Donations Partnerships Community Grants	Reach out to community partners and volunteers to plan, build, and maintain a community garden

Georgia, *Lee County*

**Transmittal Resolution
Capital Improvements Element Update
Lee County, Georgia**

Whereas, Lee County adopted a Capital Improvements Element as an amendment to the *Lee County Comprehensive Plan*; and

Whereas, Lee County has prepared an Annual Update to the adopted Capital Improvements Element; and

Whereas, the Capital Improvements Element Annual Update was prepared in accordance with the “Development Impact Fee Compliance Requirements” and the “Minimum Planning Standards and Procedures for Local Comprehensive Planning” adopted by the Board of Community Affairs pursuant to the Georgia Planning Act of 1989, and a duly advertised Public Hearing was held on November 14, 2023 at the Southwest Georgia Regional Commission.

BE IT THEREFORE RESOLVED that the Board of Commissioners of Lee County does hereby submit the 2023 Capital Improvements Element Annual Update to the Southwest Georgia Regional Commission for Regional and State review, as per the requirements of the Development Impact Fee Compliance Requirements.

Adopted this _____ day of _____, 2023

Billy Mathis, County Commission Chairman
Lee County

ATTEST: _____



LEE COUNTY

Life Works Well Here

PUBLIC NOTICE

A public hearing shall be held at the Opal Cannon Auditorium in the T. Page Tharp Governmental Building, located at 102 Starksville Avenue North in Leesburg, on Tuesday, November 14, 2023 at 6:00pm before the Lee County Board of Commissioners. The Board will consider a resolution transmitting a draft Capital Improvements Element Annual Update to the Southwest Georgia Regional Commission for regional review pursuant to the Georgia Planning Act of 1989.

Media Notified: 11/03/2023

Posted on Website and Official Board: 11/03/2023

Published in Legal Organ: 11/08/2023

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.

Chairman
Billy Mathis
District 3

Vice-Chairman
Luke Singletary
District 2

Commissioner
Dennis Roland
District 1

Commissioner
Chris Guarnieri
District 4

Commissioner
George Walls
District 5

County Manager
Christi Dockery

County Attorney
Jimmy Skipper

102 Starksville Avenue North
Leesburg, Georgia 31763



Office: (229) 759-6000
Fax: (229) 759-6050

www.lee.ga.us



**STAFF ANALYSIS & REPORT
APPLICATION #Z23-012 VARIANCE**



OWNER/APPLICANT: Kyle & Kayla Watson

LOCATION: 1012 Pinewood Road, Lee County

CURRENT ZONING/ USE:
Zoning: AG (Agriculture District)
Use: Residential

ZONING/ADJACENT LAND USE:
North Zoning: R-1L (Single-Family Residential District)
South Zoning: AG (Agriculture District)
West Zoning: AG (Agriculture District)
East Zoning: AG (Agriculture District)

MEETING INFORMATION: 102 Starksville Ave. N, Leesburg, GA
Planning Commission: **November 2, 2023 at 6:00 p.m.**
Opal Cannon Auditorium, T. Page Tharp Government Bldg.
Public Hearing: **November 14, 2023 at 6:00 p.m.**
Opal Cannon Auditorium, T. Page Tharp Government Bldg.

RECOMMENDATION: **APPROVAL**

GENERAL INFORMATION

The applicant has submitted a variance application for the placement of a detached accessory structure/ shop building on the middle/rear portion of parcel (013-111). The total acreage of the subject parcel is 6.7 acres, and is entirely within the approximate (Zone A) special flood hazard area.

PHYSICAL CHARACTERISTICS AND INFRASTRUCTURE

This parcel is a 6.7 acre lot and the entire property is located within the approximate (Zone A) 100 year special flood hazard area. These special flood hazard areas have a 1% annual chance of flooding. These 1% base flood areas are also known as the area encompassing the base flood. Base Flood Elevations typically are not determined for approximate A Zones.

There is an elevated single-family home and one permitted accessory structure existing on this parcel.

PROCEDURE

In order to place this accessory structure within the special flood hazard area without the required elevation as stated in the variance request, the board shall consider technical evaluations, relevant factors, and all standard procedures within the ordinance.

In special flood hazard areas (approximate A zones) without base flood elevation data, new construction and substantial improvements of existing structures are required to have the lowest floor of the lowest enclosed area (including basement) elevated no less than three feet above the highest adjacent grade at the building site.

All heating and air conditioning equipment and components (including ductwork), all electrical, ventilation, plumbing, and other service facilities shall be elevated no less than three feet above the highest adjacent grade at the building site.

Encroachments are prohibited, including earthen fill, new construction, substantial improvements or other development within the regulatory floodway. Development may be permitted however, provided it is demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the encroachment shall not result in any increase in flood levels or floodway widths during a base flood discharge. A registered professional engineer must provide supporting technical data and certification thereof.

ANALYSIS

The Planning Commission may provide recommendation on a variance by considering the following:

1. Danger to life and property due to flood damage.

This is proposed to be an uninhabited structure and would normally be required to be built per the established building standards in Sec. 34-248. (Building standards for streams without established base flood elevations and/or floodway (A-Zones)) at three feet above the highest adjacent grade. The subject variance request is for this building to be permitted to be built essentially at grade without elevation. Due to the fact that this building is proposed to be uninhabited and used only for parking and storage there is virtually no danger to life from flooding and as the building would be required to be provided with flood vents if the variance is

granted the damage to the structure should be minimized during flooding conditions with damage primarily to the building contents.

2. Danger that materials will be swept onto the lands of other causing injury.

The structure will be anchored to a concrete slab and constructed with flood vents to equalize the hydraulic flood pressures on the structure. This should in most cases minimize any chance of this occurring.

3. Susceptibility of the building to damage and the impact of damage to the owner.

If this structure is granted the requested variance it will be required to be built with appropriate flood vents and anchored to the proposed concrete foundation. As stated previously the damage to the structure should be minimized during flooding conditions with damage primarily related to the contents stored within the building.

4. Availability of alternate locations, not subject to flood damage, for the proposed use.

The applicants' entire property is located within the Special Flood Hazard area Zone A.

5. Compatibility of the proposed use with existing development.

This structure will be for personal use by the applicant as a shop/garage/accessory structure.

6. Safety of access to property in times of flood for ordinary and emergency vehicles.

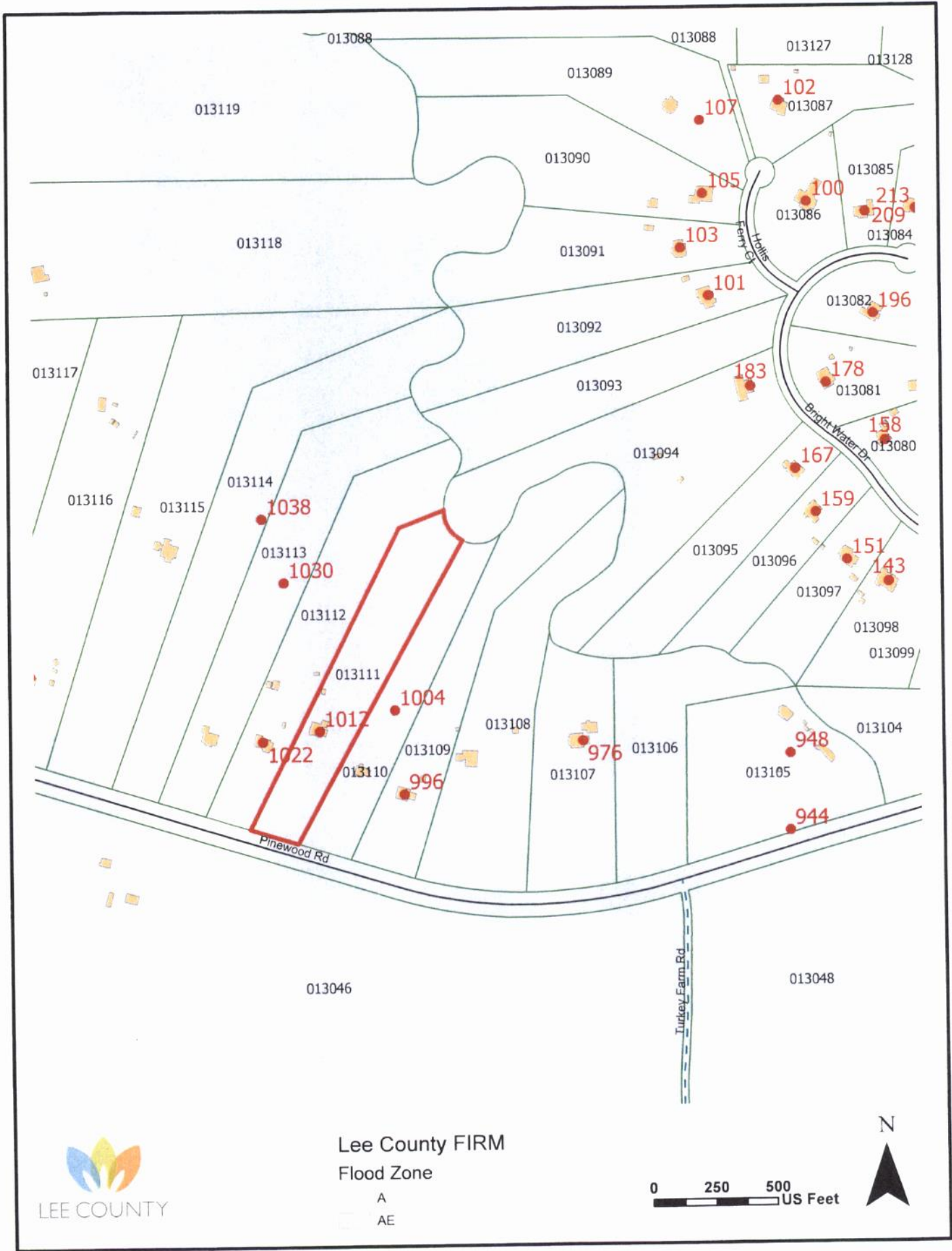
This is a non-habitable structure. The structure is proposed to be located in the near proximity of the existing development on the lot and access to structure is considered reasonable as it is for the existing structures on the lot.

7. Distance and sediment transport of the flood waters, if applicable, expected at the site.

The structure is estimated to be placed approximately 900 feet from the flooding source (Kinchafonee Creek). Minimal erosion and sedimentation due to flooding conditions is expected at this site.

STAFF RECOMMENDATION

Staff recommends **APPROVAL** provided that, if the variance is recommended/approved the applicant must agree to meet all of the requirements and stipulations attached to the variance and on the condition that the applicant provides any and all necessary documentation of said compliance and receives final approval from the Lee County Board of Commissioners before a building permit can be issued.





LEE COUNTY
CITY OF LEESBURG
CITY OF SMITHVILLE

VARIANCE APPLICATION

OWNER: Kyle Watson
ADDRESS: 1012 Pinewood Rd. Leesburg, GA 31763
DAYTIME PHONE #: 229-854-1590 EMAIL: kwatsonrcis@gmail.com
ADDRESS OR LOCATION OF PROPERTY: 1012 Pinewood Rd.

In order that the general health, safety and welfare of the citizens may be preserved, and substantial justice maintained, I (We) the undersigned request in connection with the property hereinafter described:

Present Zoning A Present Use of Property: Residential
Land Lot Number _____ Land District 6.7 # of Acres

Reasons for requesting variance:
To build detached shop/garage

ALSO ATTACH: (1 copy of each) _____ Plat of property, including vicinity map
_____ Legal description Containing Metes and Bounds

I hereby certify that I am the owner and/or legal agent of the owner, in fee simple of the above-described property.

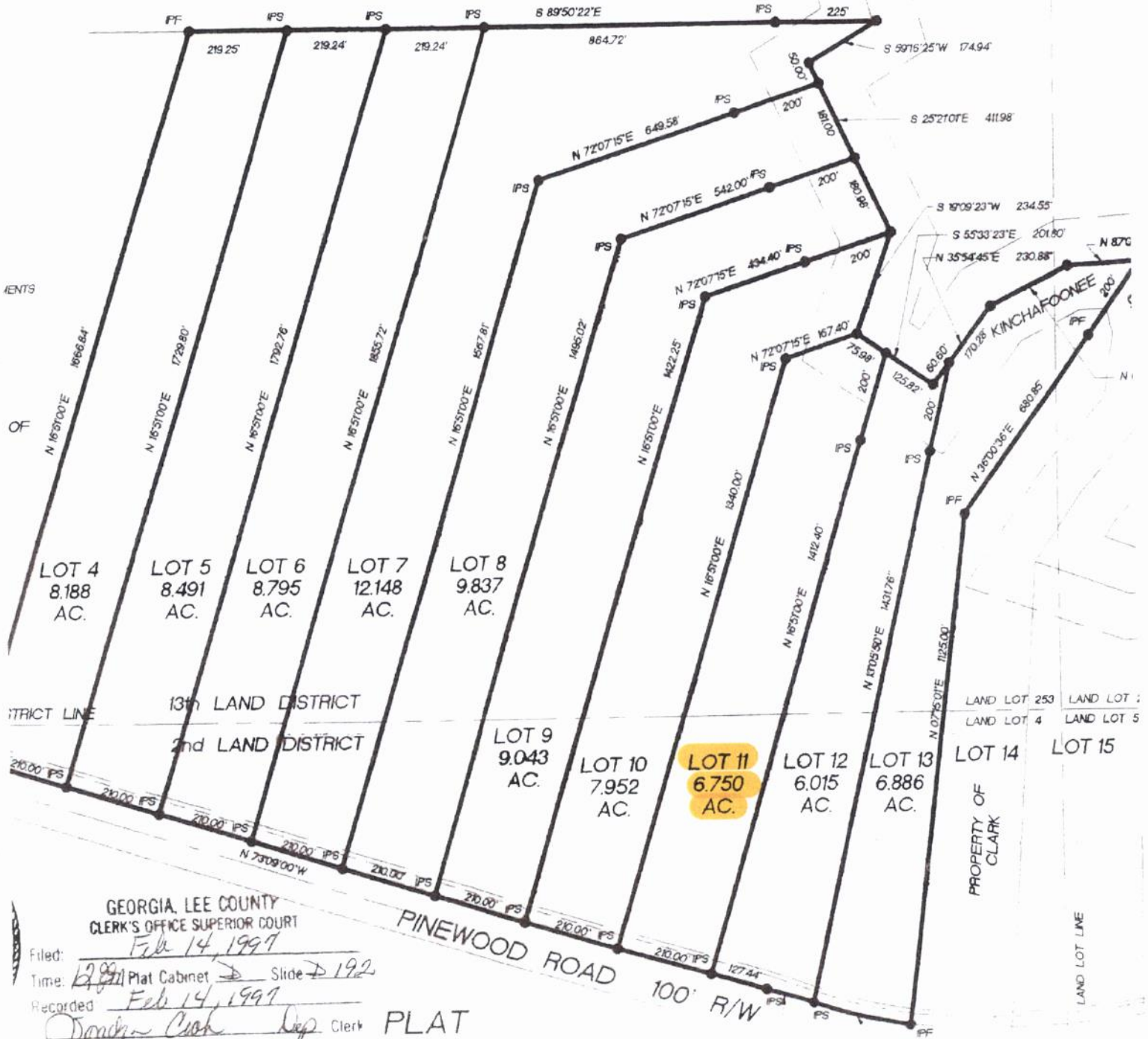
WITNESS _____ OWNER Kyle Watson
DATE: _____ DATE: 10/13/23

Application Fee: _____ Date Paid: _____ Received by: _____

In my absence, I authorize the person named below to act as the applicant in the pursuit of action for the application.

Applicant Name: Kayla Watson
Address: 1012 Pinewood Rd Leesburg GA
Phone #: 229 347 0918 Email: watsonkaylab85@gmail.com

PROPERTY OF
GAVIN



GEORGIA, LEE COUNTY
CLERK'S OFFICE SUPERIOR COURT

Filed: Feb 14, 1997
Time: 12:00 Plat Cabinet D Slide D 192
Recorded: Feb 14, 1997

Donna Cook Dep. Clerk

PLAT
OF
OLD CANOY ESTATES
LOTS 4, 5, 6, 7, 8, 9, 10, 11, 12 + 13

PART LAND LOT 4, 2nd LAND DISTRICT
PART LAND LOT 253, 13th LAND DISTRICT
LEE COUNTY, GEORGIA
SCALE: 1" = 300' FEBRUARY 6, 1997

N 74°44'57"W
CH - 106.05'
ARC - 106.06'
RAD - 1859.50

N 79°48'27"W
CH - 222.85'
ARC - 221.98'
RAD - 1859.50

- NOTES
1. THIS PROPERTY IS ZONED
 2. ALL BUILDING PERMITS ARE TO APPROVAL OF LEE C
 3. HEALTH DEPARTMENT APPLICANT PERMITS REQUIRED.

01917
00026

01542

BOOK 1917 PAGE 026

LEE COUNTY, GEORGIA
REAL ESTATE TRANSFER TAX
PAID \$ 50.00
DATE 4-17-2017
Bett. J. M. Seale, Dep.
CLERK OF SUPERIOR COURT
088-2017-000378

GEORGIA, LEE COUNTY
FILED FOR RECORD ON
4-17-2017
TIME 1:30 PM BOOK 1917 PAGE 026
RECORDED 4-17-2017
Bett. J. M. Seale, Dep.
SARA CLARK, CLERK
SCLC, GA

Please Return to:
Wills & DeWalt Jr.
Attn: Clerk, Tax/Title & Rodgers, P.A.
P.O. Drawer 7122
Mableton, GA 30156-1222
20509 001

LIMITED WARRANTY DEED

GEORGIA, LEE COUNTY

THIS INDENTURE, made this 10th day of April in the year Two Thousand Seventeen (2017) between Maxine O Dixon, as Party of the First Part hereinafter called "Grantor" and Kyle W Watson and Kayla Watson as Party of the Second Part hereinafter called "Grantee" (the words "Grantor" and "Grantee" to include their legal representatives, heirs, successors and assigns where the context requires or permits)

WITNESSETH that Grantor, for and in consideration of TEN DOLLARS AND NO/100 (\$10.00) and other valuable considerations, in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee

All that tract or parcel of land lying and being in Land Lot 4 in the 2nd Land District and Land Lot 255 in the 13th Land District of Lee County, Georgia and being more particularly described as follows:

All of Lot 11, Old Canoy Estates, according to a map or plat of said subdivision as the same is recorded in Plat Cabinet D, Slide D-192, in the office of the Clerk of Superior Court, Lee County, Georgia

LESS AND EXCEPT that portion of the above-described property lying within the high water mark of the Kuchafobee Creek

The above-described property is conveyed subject to any and all easements and restrictions of record

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining to the said proper use, benefit and behoof of the said Grantee, heirs and assigns forever IN FEE SIMPLE

AND THE SAID Grantor, for successors and assigns, will warrant and forever defend the right and title to the above-described property unto the said Grantee against the claims of all persons owning, holding or claiming by, through or under the said Grantor

P I P Y

IN WITNESS WHEREOF, the Grantor has hereunto set its hand and affixed its seal, on the day and year first above written

Maxine O. Dixon (S.I.A.)
MAXINE O. DIXON

Signed, sealed and delivered
the 6 day of April,
2017, in the presence of

[Signature]
UNOFFICIAL WITNESS

[Signature]
NOTARY PUBLIC
My Commission Expires 10-28-19



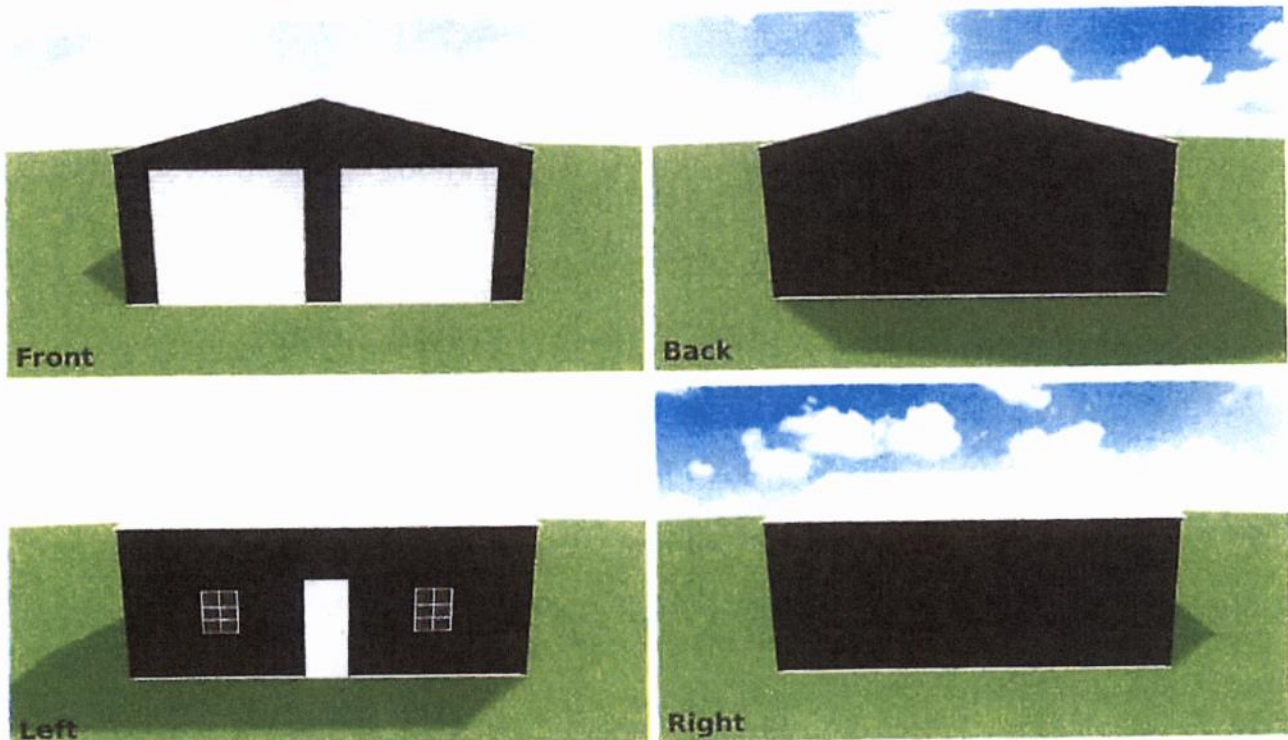
Robert Picora
Commission #FF931602
Expires October 28, 2019
Bonded thru Aaron Notary



+1-877-272-8276

sales@steelbuildingsandstructures.com

ORDER REFERENCE #	ORDER DATE	BUILDING TYPE	
e75b2dd1-869c-4a87-96e3-df6681af37b2	Aug. 28, 2023, 5:47 p.m.	Garage	
CUSTOMER INSTALLATION	PHONE	EMAIL	ADDRESS
Kyle Watson	229-854-1590	kwwatsonrcis@gmail.com	1012 Pinewood Rd. Leesburg, Georgia 31763
CUSTOMER BILLING	PHONE	EMAIL	ADDRESS
Kyle Watson	229-854-1590	kwwatsonrcis@gmail.com	1012 Pinewood Rd. Leesburg, Georgia 31763
DEALER	PHONE	EMAIL	ADDRESS
Jason Daniel Daniel Aluminum Co	2298781886	Jason.Smith.Dac@gmail.com	1771 Philema rd Albany, Georgia 31701
CUSTOMER NOTES	DEALER NOTES		

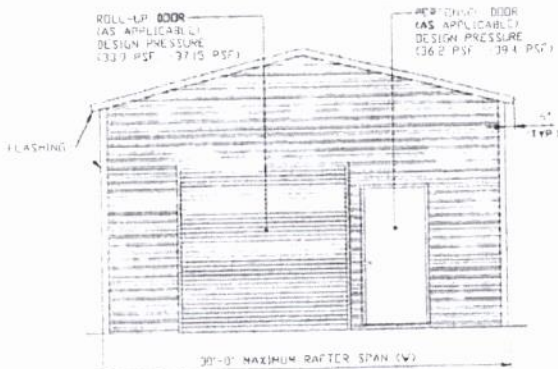


INSTALLATION NOTES AND SPECIFICATIONS

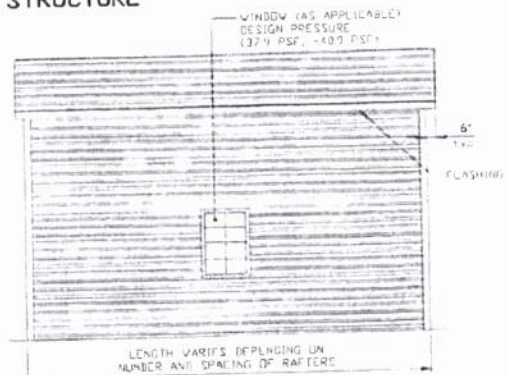
1. DESIGN IS FOR MAXIMUM 30'-0" WIDE x 20'-0" EAVE HEIGHT ENCLOSED STRUCTURES.
2. DESIGN WAS DONE IN ACCORDANCE WITH THE 2017 FLORIDA BUILDING CODE (FBC) 6TH EDITION, 2018 NORTH CAROLINA BUILDING CODE, 2006 INTERNATIONAL BUILDING CODE (IBC), 2009 IBC, 2012 IBC, 2015 IBC AND 2018 IBC.
3. DESIGN LOADS ARE AS FOLLOWS:
 - A) DEAD LOAD = 15 PSF
 - B) LIVE LOAD = 12 PSF
 - C) GROUND SNOW LOAD = 30 PSF (< 26'-0"), 35 PSF (26'-0" < W < 30'-0")
NOTE: UNBALANCED SNOW LOADS DUE TO DRIFTING HAVE NOT BEEN EVALUATED.
4. 3 SECOND GUST ULTIMATE WIND SPEED (V_{ult}) = 105 TO 145 MPH (NOMINAL WIND SPEED = 82 TO 112 MPH)
5. MAXIMUM RAFTER/COLUMN AND END COLUMN SPACING = 50 FEET (UNLESS NOTED OTHERWISE)
6. END WALL COLUMNS (POSTS) ARE EQUIVALENT III SIDE WALL POSTS IN SIZE AND SPACING (UNLESS NOTED OTHERWISE)
7. RISK CATEGORY I.
8. WIND EXPOSURE CATEGORY B.
9. SPECIFICATIONS APPLICABLE TO 29 GAUGE METAL PANELS FASTENED DIRECTLY TO 2 1/2" x 2 1/2" 14 GAUGE TUBE STEEL (15) FRAMING MEMBERS (UNLESS NOTED OTHERWISE).
10. AVERAGE FASTENER SPACING ON-CENTERS ALONG RAFTERS OR HAT CHANNELS AND COLUMNS (INTERIOR OR END) = 8 INCHES
11. FASTENERS CONSIST OF 1/4"x3/4" SELF-DRILLING FASTENER (SDF). USE CONTROL SEAL WASHER WITH EXTERIOR FASTENERS. SPECIFICATIONS APPLICABLE ONLY FOR MEAN ROOF HEIGHT OF 20 FEET OR LESS, AND ROOF SLOPES OF 14:12 (3:12 PITCH) OR LESS. SPACING REQUIREMENTS FOR OTHER ROOF HEIGHTS AND/OR SLOPES MAY VARY. ROOF SLOPES LESS THAN 3:12 REQUIRE USE OF LAP JOINT SEALANT.
12. GROUND ANCHORS SHALL BE INSTALLED THROUGH BASE RAIL WITHIN 6" OF EACH COLUMN.
13. STANDARD GROUND ANCHORS (SOIL NAILS) CONSIST OF #4 REBAR W/ WELDED NUT x 36" LONG AND MAY BE USED IN SUITABLE SOILS. OPTIONAL ANCHORAGE MAY BE USED IN SUITABLE SOILS AND MUST BE USED IN UNSUITABLE SOILS AS NOTED.
14. WIND FORCES GOVERN OVER SEISMIC FORCES. SEISMIC PARAMETERS ANALYZED ARE:
 SOIL SITE CLASS = D
 RISK CATEGORY I
 $R = 3.25$ $I_p = 1.0$
 $S_{DS} = 2.029 g$ $V = 0.5 W$
 $S_{01} = 1.238 g$
15. WINDOW AND DOOR DESIGN PRESSURES ARE APPLICABLE TO THE STATE OF FLORIDA ONLY.

MOORE AND ASSOCIATES ENGINEERING AND CONSULTING, INC.	STEEL BUILDINGS AND STRUCTURES, INC. P.O. BOX 1287, MOUNT AIRY, NC 27030 30'-0" x 20'-0" ENCLOSED STRUCTURE	
	DRAWN BY: LT CHECKED BY: PDH PROJECT MGR: WSM	DATE: 2-14-20 SCALE: NTS JOB NO: 18066S 18156S/18290S/20019S
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BOX EAVE FRAME RAFTER STRUCTURE

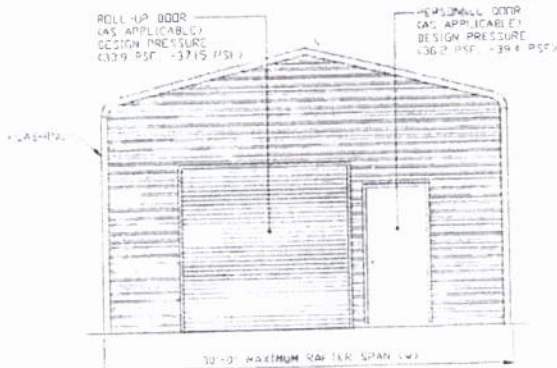


TYPICAL END ELEVATION
SCALE: NTS

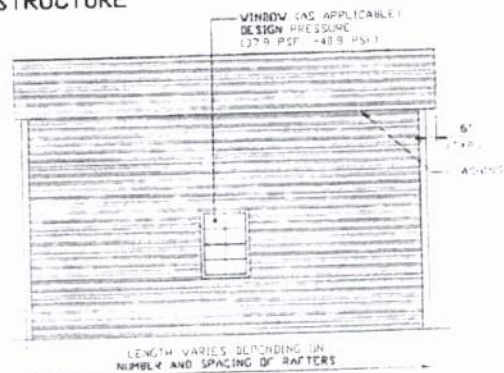


TYPICAL SIDE ELEVATION
SCALE: NTS

BOW EAVE FRAME RAFTER STRUCTURE



TYPICAL END ELEVATION
SCALE: NTS



TYPICAL SIDE ELEVATION
SCALE: NTS

MOORE AND ASSOCIATES
ENGINEERING AND CONSULTING, INC.

DRAWN BY: LT

CHECKED BY: PDH

PROJECT MGR: WSM

CLIENT: SBSI

STEEL BUILDINGS AND STRUCTURES, INC.
P.O. BOX 1287,
MOUNT AIRY, NC 27030
30'-0" x 20'-0" ENCLOSED STRUCTURE

DATE: 2-14-20

SHT. 4

SCALE: NTS

DWG. NO: SK-3

JOB NO: 18068S
18156S/18290S/20019S

REV: 8

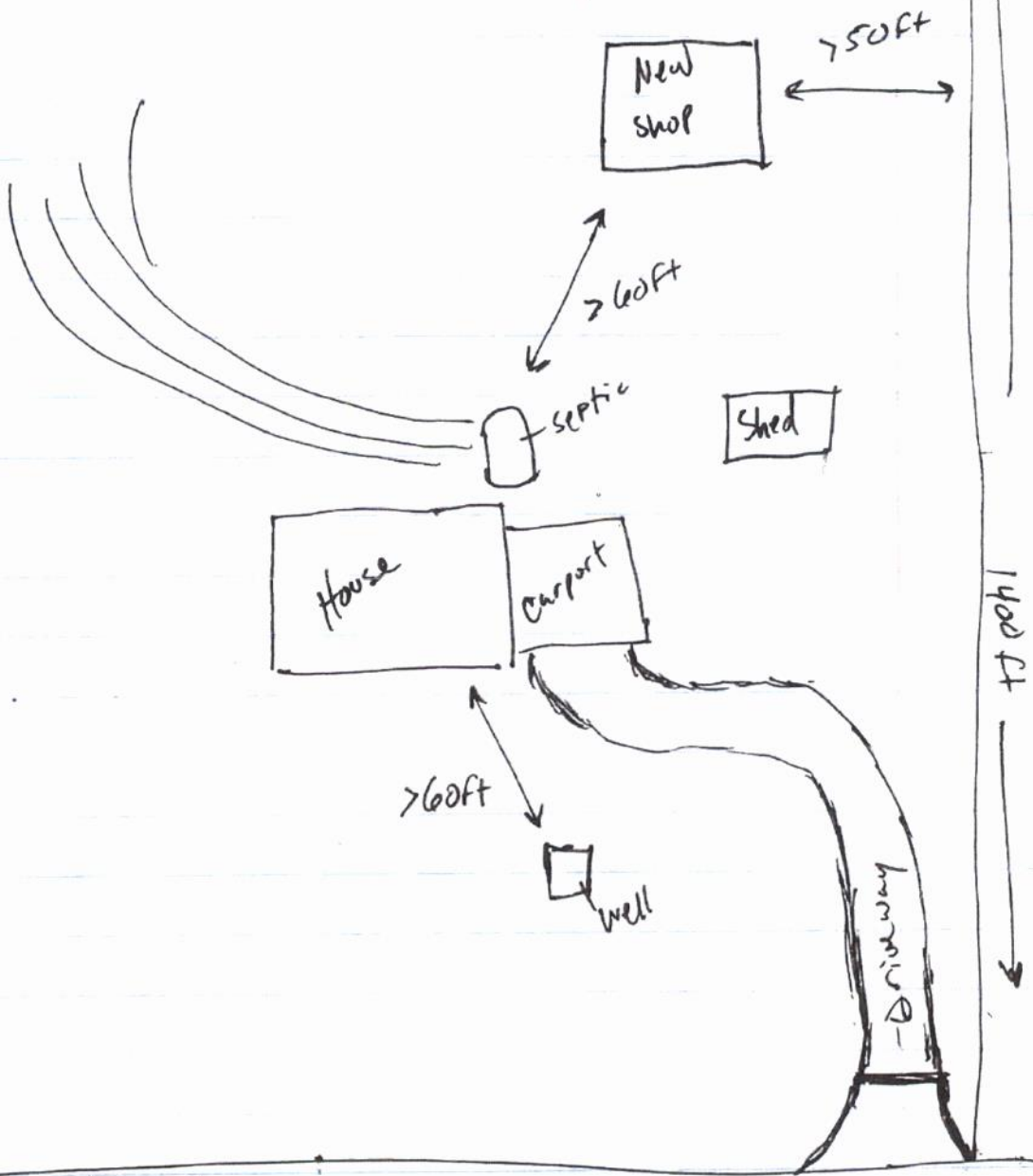
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POOL/STRUCTURE/WELL/ADDITION/MH

APPROVED

BY: B William DATE: 9-28-23

1330 ft



1012 Pinewood Road



Lee County - Leesburg - Smithville Planning Commission

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

MEETING MINUTES
November 2, 2023 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, Jason Sheffield, and Shirley Stiles

Members Absent: Mike McVey and Tonya Myrick

Staff Present: Joey Davenport, Amanda Nava, Lee Walton, and Diana Sandoval

I. CALL TO ORDER

Chairman Jason Sheffield called the meeting to order at 6:00 p.m.

II. ACKNOWLEDGEMENT OF GEORGIA LAW REGARDING CAMPAIGN CONTRIBUTIONS

Vice-Chairman Jim Quinn read the Georgia Law regarding campaign contributions.

III. NEW BUSINESS

(A) Welcome of new staff member Amanda Nava.

Ms. Nava was introduced as the Assistant Planning Director for the Planning, Zoning & Engineering department.

(B) Notification of public hearing.

Chairman Jason Sheffield announced the Lee County Board of Commissioners will conduct a final vote on the variance request on Tuesday, November 14, 2023 at 6:00 p.m.

IV. APPROVAL OF MINUTES

(A) Approval of the minutes from the October 5, 2023 Planning Commission meeting.

Vice-Chairman Jim Quinn made the **MOTION** to **APPROVE** the minutes as presented, seconded by Commissioner Kyle Luckie. The **MOTION** was unanimous with remaining Commissioners voting yea.

V. PUBLIC HEARINGS

VARIANCE APPLICATION

(A) Kyle Watson (Z23-012) has submitted a variance application requesting to install a detached shop on the back side of the property. This property is in the Second Land District of Lee County, lot 11 of Old Canoy Estates. The total acreage of the property is 6.7 acres, and is in flood zone A. The address is 1012 Pinewood Road, Leesburg, GA 31763.



Chairman Jason Sheffield opened the public hearing at 6:06 p.m. and Commissioner Kyle Luckie read the application into the record.

Public Hearing Discussion

Staff Presentation

Interim Planning Director Joey Davenport began the presentation informing the Planning Commission that this variance is not a typical zoning variance, but that of the floodplain requirements. This case was placed on the Planning Commission agenda, but would technically go before the Board of Commissioners only. Mr. Davenport and Lee Walton gave the Planning Commission the choice to hear the case and provide a recommendation or continue the meeting without hearing the case. Commissioners moved to hear the case. Mr. Davenport summarized the provided staff report. Mr. Davenport stated staff's recommendation is approval, with an emphasis on the compliance of the applicant meeting all requirements and stipulations attached to the variance, and on the condition that the applicant provides any and all necessary documentation and receives final approval from the Lee County Board of Commissioners. Assistant Director Amanda Nava added that the proposed placement of the accessory structure is estimated to be placed approximately 900 feet from the flooding source (Kinchafoonie Creek). Mr. Davenport explained the requirements and stipulations the applicant must meet to obtain a building permit and any additional permits in the future for this structure.

Applicant Presentation

The applicant 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 6:20 p.m.

Commission Discussion

Vice-Chairman Jim Quinn began the discussion by stating he would like to make a recommendation to the Board for approval based on the staff's recommendation and conditions. Chairman Sheffield made sure Commissioners understood the stipulations and conditions recommended by staff.

Recommendation

Vice-Chairman Jim Quinn made a **MOTION** to **APPROVE** the variance application from Kyle Watson, LLC. (Z23-012), seconded by Commissioner Kyle Luckie. The **MOTION** was unanimous with remaining Commissioners voting yea.

GENERAL DEVELOPMENT

- (B) **Oakland Plantation Partners and Lanier Engineering (GD23-003)** has submitted a General Development Plan for the Woodlands at Oakland Plantation. The property that extends to Oakland Parkway, including proposed lots 1-13, is zoned R-2. The remainder of the property is zoned R-1, Second Land District, Land Lots 197, 198, 218, 220, and 230. Total acreage is 244.398 acres. This is near the intersection where Oakland Parkway and Oakland Crossing Drive connect. Parcel number: 017D 004.



Chairman Jason Sheffield opened the public hearing at 6:22 p.m. and Commissioner Johnny Golden read the application into the record.

Public Hearing Discussion

Staff Presentation

Assistant Director Amanda Nava briefly summarized the provided staff report. Consultant Lee Walton continued with his summary of review and comments. Mr. Walton discussed the deficiencies of the General Development Plan plat which would require revisions and the staff's recommendation to apply a condition to the R-2 portion of the development. The condition proposed would be to impose R-1 development standards to the R-2 portions of the development to avoid sewer requirements in the R-2 zoning district. Mr. Walton continued with his summary on a handful of lots not meeting the standards of lot lengths for the R-1 zoning district. Interim Planning Director Joey Davenport added that there is a provision in the County ordinance section 70-43 on split zoning that states, if one zoning district comprises more than 75% of the lot area, a use allowed in the district of majority may be extended to the existing property lines beyond the district boundary line in accordance with the setbacks and yard requirements of the district into which the use is encroaching, with administrative approval of the planning director. Mr. Davenport stated he had a conversation with the developer prior to the meeting and his intentions for this development is to have homes similar in style and size to Quail Chase development in the R-2 portion and to have homes similar in style and size to the Quail Valley development in the R-1 portion of this proposed development.

Applicant Presentation

The applicant was not present.

Public Opposition

No members of the public spoke in opposition.

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

Commission Discussion

Chairman Jason Sheffield expressed concern with water portions and greenspace on the plat and continued to review the plat with all Commissioners. Commissioners continued to discuss amongst themselves and asked questions regarding the stormwater management areas. Commissioner Kyle Luckie questioned the wetland areas and the process the applicant would need to take if they were disturbed. Chairman Sheffield confirmed with staff that this was only the first step in the review process and the development would be required to meet all appropriate requirements prior to any final approvals. Commissioner Luckie confirmed with staff that the lot length to width ratios requirements would be addressed prior to any approvals of plats or land development permits. Commissioners asked for the date the lot standard requirements were put in place and were informed that it was established in 2002.

Recommendation

Vice-Chairman Jim Quinn made a **MOTION** to **APPROVE** the staff's recommendation on the general development plan from Oakland Plantation Partners and Lanier Engineering (GD23-003), seconded by Commissioner Kyle Luckie. The **MOTION** was unanimous with remaining Commissioners voting yea.



VI. UNFINISHED BUSINESS

NONE

VII. ANNOUNCEMENTS

The Lee County Board of Commissioners will conduct a final vote on the variance request on **Tuesday, November 14, 2023, 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 Shirley Stiles made a motion to **ADJOURN**, seconded by Commissioner Kyle Luckie. The **MOTION** was unanimous remaining Commissioners voting yea. The meeting adjourned at 6:47 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 - Leesburg - Smithville Planning Commission

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

MEETING MINUTES
October 5, 2023 at 6:00 P.M.
Opal Cannon Auditorium
T. Page Tharp Governmental Building
102 Starksville Avenue North
Leesburg, GA 31763

Members Present: Johnny Golden, Jim Quinn, Jason Sheffield, Mike McVey, and Shirley Stiles

Members Absent: Kyle Luckie and Tonya Myrick

Staff Present: Joey Davenport and Diana Sandoval

I. CALL TO ORDER

Chairman Jason Sheffield called the meeting to order at 6:01 p.m.

II. ACKNOWLEDGEMENT OF GEORGIA LAW REGARDING CAMPAIGN CONTRIBUTIONS

Commissioner Shirley Stiles read the Georgia Law regarding campaign contributions.

III. NEW BUSINESS

(A) Notification of public hearings.

Johnny Golden made a suggestion on posting notices for zoning notices, variances, general development applications, and text amendments. He also expressed the need for larger zoning signs.

IV. APPROVAL OF MINUTES

(A) Approval of the minutes from the July 6, 2023 and September 7, 2023 Planning Commission meeting.

Chairman Jason Sheffield made the **MOTION** to **APPROVE** the minutes as presented, seconded by Commissioner Mike McVey. The **MOTION** was unanimous.

V. PUBLIC HEARINGS

VARIANCE APPLICATION

(A) Tony L. & Rhonda Clark (Z23-011) has submitted a variance application requesting to install a freestanding aluminum carport over their parking pad. It would be installed 2FT away from the front of the house and 2 FT from one wall of the home. This property is located in the Second Land District of Lee County in Lot 106 of the Brentwood North Subdivision. The address is 127 Marlow Lane, Albany, Georgia 31721.



Staff Presentation

Public Hearing Discussion

Public Opposition

With no public opposition, the Public Hearing was closed at 6:36 p.m.

Commission Discussion

There was a discussion on the staff's recommendation to deny the variance and other ways the applicant could install the carport.

Recommendation

Vice-Chairman Jim Quinn made a **MOTION** to **DENY** the variance application from Tony L. & Rhonda Clark (223-011), seconded by Commissioner Johnny Golden. The **MOTION** was unanimous.

Text Amendments

- (A) **Chapter 70, Article XII, Section 70-382** of the Lee County Code of Ordinances related to the C-2 General Business District, to delete Section 70-382(h) in its entirety and adopt, in lieu thereof a new Section 70-382(h) and adding thereto a new Subsection (m) "Sanitariums and Nursing Homes".
- (B) **Chapter 70, Article XII, Section 70-383** of the Lee County Code of Ordinances related to the C-2 General Business District adding thereto a new Subsection (g) "Conditional Use".
- (C) **Chapter 70, Article XIV, Section 70-422** of the Lee County Code of Ordinances related to the C-4 Traditional Office District, to delete Section 70-422(f) in its entirety and adopting in lieu thereof a new Section 70-422(f) and adding thereto a new Subsection (k) "Permitted Use".
- (D) **Chapter 70, Article XIV, Section 70-423** of the Lee County Code of Ordinances related to the C-4 Traditional Office District, to add point (5) pertaining to the location of free standing ancillary healthcare service providers.

Staff Presentation

Public Hearing Discussion

Public Opposition

With no public opposition, the Public Hearing was closed at 6:36 p.m.

Commission Discussion

No discussion.

Recommendation

Vice-Chairman Jim Quinn made a **MOTION** to **APPROVE** the Text Amendments, seconded by Commissioner Shirley Stiles. The **MOTION** was unanimous.

VI. UNFINISHED BUSINESS

NONE

VII. ANNOUNCEMENTS

The Lee County Board of Commissioners will conduct a public hearing on the zoning requests on Tuesday, October 10, 2023 at 6:00 p.m. and a final vote on Tuesday, October 24, 2023 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

Vice-Chairman Jim Quinn made a motion to **ADJOURN**, seconded by Commissioner Mike McVey. The **MOTION** was unanimous. The meeting adjourned at 6:44 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.



**MEMORANDUM
LEE COUNTY BOARD
OF COMMISSIONERS**

TO: Honorable Board of County Commissioners
SUBJECT: Purchasing Trucks
MEETING DATE: November 14, 2023

MOTION/RECOMMENDATION

Motion to purchase three (3) new pickup trucks for the Public Works Department using T-SPLOST funds to include one (1) Ford F-250 diesel engine and two (2) F-350 diesel engine trucks with a total estimated cost of \$175,818.00 (state contract price).

BACKGROUND

Public Works staff are requesting the purchase of the following three (3) trucks, with an estimated delivery date of March 2024:

- 1 Ford F-250 This truck will replace the 2007 E-350 van (mileage: 163,408) that is out of service frequently with wiring issues. This size truck is needed to pull a 27' enclosed trailer for the landscape crew and speed hump trailer.
- 2 Ford F-350 One will replace the maintenance truck 2008 F-350 (mileage: 164, 711) that currently needs an engine. This truck carries a 200 gal. fuel tank, a 30 gal. air compressor with engine, and two big toolboxes. The bed of this truck will be moved to the new truck as well.

One will be used to haul the new skid steer and attachments. The skid steer weighs over 13,000 pounds and this truck with the proper trailer is what is recommended to pull it.

Cost Estimates:

	Gas Engine	Diesel Engine
Ford F250	\$51,243.00	\$60,738.00
Ford F350	\$47,810.00	\$57,540.00

The vehicles currently in use will be sold on GovDeals. Again, the total for three (3) trucks would be approximately \$175,818.00 (state contract price) and would be purchased using TSPLOST funds.

ATTACHMENTS

NONE



MEMORANDUM

LEE COUNTY BOARD OF COMMISSIONERS

TO: Honorable Board of County Commissioners
SUBJECT: County Updates

Agricultural/ Recreation Complex

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

Bicentennial Anniversary – June 9, 2025

- Preliminary discussions ongoing with staff and Lisa Davis, Chamber of Commerce Executive Director, on projects and ideas for a community celebration for Lee County's first 200 years
- Proposals:
 - Beginning June 2024, the BOC could recognize departments and long-time business partners each month leading up to the June 9, 2025 anniversary
 - Create a time capsule with community involvement to bury on County property
 - Draft a Proclamation for the Local Delegation to honor the County on the 200 anniversary
 - Propose a project that could be completed with the cities and community to honor this anniversary (e.g. buy 200 trees from DNR and give to the public to plant)
 - Develop logo/medallion to honor this occasion

2020 Census Numbers

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

2021 Census Numbers

- Lee County: 33,411

Commercial Land Development Permits

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

GIS

Road Layer

- Including road width, length, and speed limits

Utilities Mapping Project

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

LMIG Funds

- **FY2024**

- Letter received from GDOT July 5, 2023
- Funds Received from GDOT: \$690,908.06
 - Total, with 30% match from Lee County: **\$898,180.48**
- Application approved at the September 12, 2023 BOC meeting
- Application submitted September 13, 2023
- Application approved September 18, 2023
- Grant Funds received September 19, 2023
- RFP document published November 10, 2023

- **FY2023**

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

Sidewalks

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

Smithville Road Bridge

- Georgia Department of Transportation, GDOT, plans to replace the bridge over the Muckaloochee Creek on Smithville Road
- Construction and Maintenance Easements received from adjoining property owners and recorded
- Estimated Start Date: 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: \$19,194,888.00 as of October 2023 (92%)
 - Average monthly collection: \$398,679.01
 - Projected to collect ballot amount by February 2024

SPLOST VIII

- Citizens will 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 at 5:00pm 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

TSPLOST

- Collection Period: April 1, 2019 - March 31, 2024
- Ballot amount: \$16,995,017.00
 - Current Collection: \$16,315,793.43 as of October 2023 (96%)
 - Average monthly collection: \$301,219.79
 - Projected to collect ballot amount by January 2024

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 2024
- Project is required to be completed by 2026 with minimum speeds of 100 Mbps download and 100 Mbps upload
- Funding for this project includes:

- Grant award from Georgia's State & Local Fiscal Recovery Funds - \$12,541,241.00
- Kinetic funding of \$7,337,804.00 with Lee County's match of \$1,200,000.00
- ARPA funding
- Total Investment: \$21,079,046.00

RFPs and RFQs

Open

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
- To be brought before the BOC on December 12, 2023

Bermuda Lane Pipe Repair

- Pre-Bid Meeting: November 9, 2023
- Bid Opening: November 28, 2023
- Approved by BOC at October 24, 2023 meeting
- To be brought before the BOC on December 12, 2023

Coston Road Paving Project

- Pre-Bid Meeting: November 16, 2023
- Bid Opening: December 7, 2023
- Approved by BOC at September 26, 2023 meeting
- To be brought before the BOC on December 12, 2023

Recently Awarded

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 **\$28,935.31**

Turn Out Gear for Fire & EMS Personnel

- Bid Opening: October 12, 2023
- BOC awarded bid on October 24, 2023 to **Municipal Emergency Services, Inc. (MES)** at a total cost of **\$33,700.00**

Landscaping

- Courthouse and Tharp Building
- Pre-Bid Meeting: August 10, 2023
- Bid Opening: September 21, 2023
- BOC awarded bid on August 22, 2023 to **Lawn Barber Nursery** at a total cost of **\$81,043.96**

Elections and Registration Office Renovation

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

Future

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



LEE COUNTY

Life works well here.

LEE COUNTY, GEORGIA 2024 COUNTY COMMISSION MEETING SCHEDULE

The County Commission holds their meetings twice per month with the exception of December. *The Work Session is held the 2nd Tuesday of each month at 6:00 p.m., and the Voting Session is held the 4th Tuesday of each month at 6:00 p.m.* All meetings are opened to the public and held in the T. Page Tharp Building, 102 Starksville Avenue N. in Leesburg.

JANUARY

Tuesday, January 9, 2024 at 6:00 P.M.
Tuesday, January 23, 2024 at 6:00 P.M.

FEBRUARY

Tuesday, February 13, 2024 at 6:00 P.M.
Tuesday, February 27, 2024 at 6:00 P.M.

MARCH

Tuesday, March 12, 2024 at 6:00 P.M.
Tuesday, March 26, 2024 at 6:00 P.M.

APRIL

Tuesday, April 9, 2024 at 6:00 P.M.
Tuesday, April 23, 2024 at 6:00 P.M.

MAY

Tuesday, May 14, 2024 at 6:00 P.M.
Tuesday, May 28, 2024 at 6:00 P.M.

JUNE

Tuesday, June 11, 2024 at 6:00 P.M.
Tuesday, June 25, 2024 at 6:00 P.M.

JULY

Tuesday, July 9, 2024 at 6:00 P.M.
Tuesday, July 23, 2024 at 6:00 P.M.

AUGUST

Tuesday, August 13, 2024 at 6:00 P.M.
Tuesday, August 27, 2024 at 6:00 P.M.

SEPTEMBER

Tuesday, September 10, 2024 at 6:00 P.M.
Tuesday, September 24, 2024 at 6:00 P.M.

OCTOBER

Tuesday, October 8, 2024 at 6:00 P.M.
Tuesday, October 22, 2024 at 6:00 P.M.

NOVEMBER

Tuesday, November 12, 2024 at 6:00 P.M.

DECEMBER

Tuesday, December 10, 2024 at 6:00 P.M.



LEE COUNTY

Life works well here.

LEE COUNTY, GEORGIA **2024 HOLIDAY SCHEDULE**

HOLIDAY

COUNTY OBSERVANCE

1) NEW YEAR'S DAY	MONDAY, JANUARY 1, 2024
2) MARTIN LUTHER KING, JR. DAY	MONDAY, JANUARY 15, 2024
3) GOOD FRIDAY	FRIDAY, MARCH 29, 2024
4) MEMORIAL DAY	MONDAY, MAY 27, 2024
5) JUNETEENTH	WEDNESDAY, JUNE 19, 2024
6) INDEPENDENCE DAY	THURSDAY, JULY 4, 2024
7) LABOR DAY	MONDAY, SEPTEMBER 2, 2024
8) THANKSGIVING DAY	THURSDAY, NOVEMBER 28, 2024
9) DAY AFTER THANKSGIVING	FRIDAY, NOVEMBER 29, 2024
10) CHRISTMAS EVE	TUESDAY, DECEMBER 24, 2024
11) CHRISTMAS DAY	WEDNESDAY, DECEMBER 25, 2024

*HOLIDAYS ARE OBSERVED PER APPROVED POLICY MANUAL DATED AUGUST 2008, OF THE LEE COUNTY BOARD OF COMMISSIONERS, PAGE 44, ARTICLE XVI, SECTION 16.03, A, 1.



Lee County Board of Commissioners Budget Calendar for FY 2024-2025

<u>Date</u>	<u>2024-2025 Action</u>
11/14/2023	Adopt Budget Calendar for Fiscal Year 2024-2025
02/05/2024	Distribute Budget documents to Elected Officials, Department Heads, and outside agencies
02/06 – 02/16	Elected Officials, Department Heads, and outside agencies prepare Budget request
02/19/2024	Budget Requests for Fiscal Year 2024-2025 are due to the Finance Director
02/20 – 03/04	Budget Requests are consolidated by Finance staff
03/05 – 04/08	Budget Requests are reviewed by County Manager
04/09/2024	County Manager recommended budget submitted to Board of Commissioners
04/22 – 05/03	Board of Commissioners workshops to review recommended budget
05/06/2024	Board direction on final revisions to budget
06/11/2024	Public Hearing on the budget
06/25/2024	Resolution adopting the Budget for Fiscal Year 2024-2025
07/01/2024	Fiscal Year 2024-2025 Budget is implemented

After recording, return to:
Georgia Power Company
Attn: Land Acquisition (Recording)
241 Ralph McGill Blvd NE
Bin 10151
Atlanta, GA 30308-3374

PROJECT 2023100351 LETTER FILE DEED FILE MAP FILE
ACCOUNT NUMBER 11070652-GPC9596-VBS-15
NAME OF LINE/PROJECT: PALMYRA G1912 RECONDUCTOR - LEESBURG (LEE COUNTY) DISTRIBUTION
LINE
PARCEL NUMBER 004

STATE OF GEORGIA
LEE COUNTY

EASEMENT FOR ANCHORS, GUY POLES AND GUY WIRES

For and in consideration of the sum of Ten and No/100 Dollars (\$10.00) and other good and valuable consideration, in hand paid by GEORGIA POWER COMPANY, a Georgia corporation (the "Company"), the receipt and sufficiency of which are hereby acknowledged, **THE BOARD OF COMMISSIONERS OF LEE COUNTY, GEORGIA** (the "Undersigned", which term shall include heirs, successors and/or assigns), whose mailing Address is **102 Starksville Ave N, Leesburg, GA 31763-4548**, does hereby grant and convey to the Company, its successors and assigns, the right, privilege and easement to construct, operate and maintain anchors, guy wires and guy poles on the Property (as defined below) where the Company may find it necessary or desirable in the construction, operation, maintenance and repair of electric lines now erected or hereafter to be erected, and the right of ingress and egress over the Property in connection therewith.

The "Property" is defined as that certain tract of land owned by the Undersigned at **445 OAKLAND PARKWAY, LEESBURG, GA 31763** (Tax Parcel ID No. **018C 514**) in Land Lot **229** of the **2** District of **Lee** County, Georgia, as more particularly described on "Exhibit A" attached hereto and made a part hereof.

The Company shall not be liable for or bound by any statement, agreement or understanding not herein expressed.

[Signature(s) on Following Page(s)]

PARCEL 004 NAME OF PALMYRA G1912 RECONDUCTOR - LEESBURG (LEE COUNTY)
 LINE/PROJECT: DISTRIBUTION LINE

IN WITNESS WHEREOF, the Undersigned has/have hereunto set his/her/their hand(s) and seal(s), this _____ day of _____, _____.

Signed, sealed and delivered in the presence of: THE BOARD OF COMMISSIONERS OF LEE COUNTY, GEORGIA

Witness

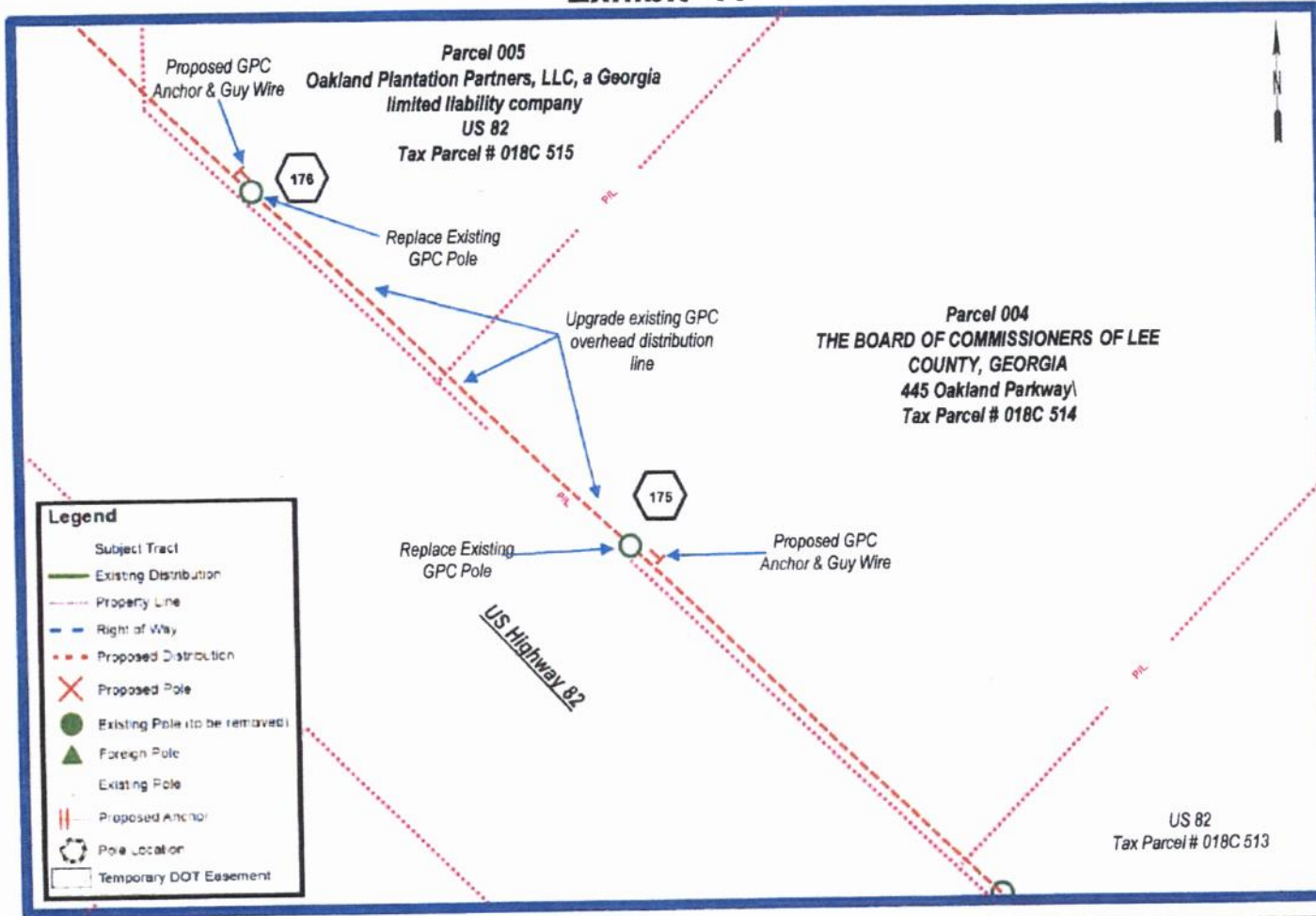
By: _____ (SEAL)
Name:
Title: BOARD CHAIR

Notary Public

Attest: _____ (SEAL)
Name:
Title: COUNTY CLERK

[CORPORATE SEAL]

Exhibit "A"



Parcel 004 005
DRAWING NOT TO SCALE

**Palmyra G1912 Reconnector -
Leesburg (Lee County) Distribution
Line
LIMS # 2023100351
Pole Location(s): 175, 176**



MEMORANDUM LEE COUNTY BOARD OF COMMISSIONERS

TO: Honorable Board of County Commissioners
SUBJECT: Duct Cleaning Quote
MEETING DATE: Tuesday, November 14, 2023

MOTION/RECOMMENDATION

Motion to approve a quote for HVAC duct cleaning services from Stanley Steemer for a total of four (4) buildings and 24 HVAC systems, to come from the General Fund.

BACKGROUND

Facilities staff received a request from Elected Officials and Department Heads to have the HVAC systems in their buildings cleaned. No record could be found of previous HVAC ductwork cleaning. Staff sought to obtain a quote on the following:

Lee County Courthouse:

Clean (9) HVAC systems to include all associated ductwork, registers/grilles and accessible components of air handler

T Page Tharp Building:

Clean (11) HVAC systems to include all associated ductwork, registers/grilles and accessible components of air handler (this building contains high ceilings and a lift will be needed)

911/Code Enforcement Building:

Clean (3) HVAC systems to include all associated ductwork, registers/grilles and accessible components of air handler

Lee County Tag Office:

Clean (1) HVAC systems to include all associated ductwork, registers/grilles and accessible components of air handler

HVAC cleaning to be performed to National Duct Cleaners Association standards for removal of debris and contaminants using agitation devices, compressed air and HEPA filtration.

Only one (1) quote was received, from Stanley Steemer. Staff also reached out to Bishop Clean Care, who responded that they could only accommodate residential duct cleaning, ServPro, who was unable to quote the HVAC coil-cleaning portion of the request, and Air Duct Cleaning of Georgia, who did not respond to the request.

ATTACHMENTS

NONE

Lee County SPLOST VIII Projects

EXHIBIT A

Project	<u>Year Approved</u>	<u>Proposed Costs</u>
1 Public Safety Captial Projects	2024	\$ 4,500,000
2 Courthouse - Renovations and Additions	2024	\$ 4,000,000
3 Water and Sewer Projects	2024	\$ 5,000,000
4 Road Streets and Bridges	2024	\$ 2,433,314
5 Library Projects	2024	\$ 250,000
6 911 Improvements	2024	\$ 2,000,000
7 Public Facilities	2024	\$ 2,000,000
8 Recreation Projects	2024	\$ 3,500,000
9 Capital equipment for use in voting in official elections or referendums	2024	\$ 150,000
10 Stormwater Infrastructure	2024	\$ 1,000,000
11 Public Works Renovations and Equipment	2024	\$ 2,000,000
		<u><u>26,833,314</u></u>

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF LEE COUNTY,
GEORGIA APPROVING NOTICE OF SPECIAL ELECTION, CALL OF SPECIAL
ELECTION, AND BALLOT QUESTION IN CONNECTION WITH THE 2025
SPECIAL PURPOSE LOCAL OPTION SALES TAX (SPLOST VIII) FOR
CAPITAL OUTLAY PROJECTS AND FOR OTHER PURPOSES**

WHEREAS, the Board of Commissioners of Lee County, the Mayor and City Council of the City of Leesburg, and the Mayor and City Council of the City of Smithville have all approved an Intergovernmental Contract for the use and distribution of proceeds from the 2025 Special Purpose Local Option Sales Tax (SPLOST VIII) for capital outlay projects; and

WHEREAS, the imposition of such tax requires the approval of a referendum by the voters of Lee County; and

WHEREAS, notice must be provided to the voters of Lee County regarding the referendum, the call of the election, and the ballot question must be approved; and

WHEREAS, the Board of Commissioners of Lee County deems it appropriate to approve such notices, call, and ballot question.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Lee County, Georgia, and it is hereby resolved by authority of the same, that the Notice of Special Election attached hereto as Exhibit "A," the Call of the Special Election attached hereto as Exhibit "B," and the Ballot Question attached hereto as Exhibit "C," are all hereby approved in connection with the calling of such SPLOST VIII referendum. Such Notices and Call of the special election shall be published in the legal organ of Lee County at such times and with such frequency as required by Georgia law in order to ensure the legal validity of such referendum.

BE IT FURTHER RESOLVED that all Resolutions or parts of Resolutions in conflict herewith are hereby rescinded.

BE IT FURTHER RESOLVED that this Resolution shall become effective upon the date of its adoption by the governing body of Lee County.

SO RESOLVED, this ____ day of _____, 20_____.

**Board of Commissioners
of Lee County, Georgia**

By: _____
Chairman

Attest: _____
Clerk

EXHIBIT "A"

NOTICE OF SPECIAL ELECTION

TO THE QUALIFIED VOTERS OF LEE COUNTY:

NOTICE IS HEREBY GIVEN that on the 12th day of March, 2024, an election will be held at the regular polling places in all the election districts of Lee County, at which time there will be submitted to the qualified voters of Lee County for their determination the following question:

- Yes Shall a special one percent sales and use tax be imposed in the special district of Lee County for a period of time not to exceed six (6) years and for the raising of an estimated amount of \$30,673,656.00 for the purposes of: (1) public safety capital projects, courthouse renovations and additions, water and sewer projects, roads, streets, and bridges, library projects, emergency 911 improvements projects, public facilities projects, recreation projects, capital equipment for use in voting in official elections or referendums, stormwater infrastructure, and public works renovations and equipment for Lee County, Georgia; (2) public safety capital projects and equipment, public facilities, renovations and construction, water and sewer system projects, roads, streets, and bridges projects, and stormwater projects for the City of Leesburg, Georgia; and (3) historical renovations projects, public safety projects and equipment, public works projects and equipment, water and sewer projects and equipment, roads, streets, and bridges projects, recreation projects and equipment, technology improvements for the City of Smithville, Georgia?"
- No

All qualified voters desiring to vote in favor of continuing the special 1% sales and use tax (the "Special 1% Tax") shall vote "Yes" and all qualified voters opposed to levying the Special 1% Tax shall vote "No". If more than one-half of the votes cast are in favor of continuing the Special 1% Tax then the Special 1% Tax shall be continued beginning October 1, 2025, and concluding September 30, 2031. The maximum period of time for which the Special 1% Tax shall be re-imposed shall be six (6) years.

The maximum cost of the capital outlay projects described in the above ballot question to be funded with Special 1% Tax proceeds, shall be \$30,673,656.00. To the extent available, Lee County may combine available funds from any state or federal governmental source to which Lee County may be entitled to pay the costs of its capital outlay projects, and it may choose what capital outlay projects to undertake or not undertake or to delay until additional funding is available to the extent that the proceeds of the Special 1% Tax and general obligation debt are insufficient to complete any of the capital outlay projects.

Plans and specifications for the capital outlay projects described in the above ballot question have not been initiated and bids have not been received. Depending upon acquisition and construction costs and available funds, Lee County may add to, modify, or delete specific projects.

Any brochures, listings or other advertisements issued by Lee County or by any other person, firm, corporation or association with the knowledge and consent of Lee County shall be deemed to be a statement of intention of Lee County concerning the use of the proceeds of the debt.

The several places for holding said election shall be at the regular and established voting precincts of the election districts of Lee County, Georgia, and the polls will be open from 7:00 a.m. to 7:00 p.m. on the date fixed for the election.

Those residents of Lee County qualified to vote at such election shall be determined in all respects in accordance with the election laws of the State of Georgia.

This notice is given pursuant to a resolution of the Lee County Board of Commissioners.

Chairman, Lee County Board of Commissioners

Clerk, Lee County Board of Commissioners

EXHIBIT "B"

CALL FOR SPECIAL ELECTION

Notice is hereby given that, in accordance with *O.C.G.A. §21-2-540*, a special election shall be held in Lee County on the date and in conjunction with the presidential preference primary on March 12, 2024, for the purpose of submitting to the voters the following question for approval or rejection:

Shall a special one percent sales and use tax be imposed in the special district of Lee County for a period of time not to exceed six (6) years and for the raising of an estimated amount of \$30,673,656.00 for the purposes of: (1) public safety capital projects, courthouse renovations and additions, water and sewer projects, roads, streets, and bridges, library projects, emergency 911 improvements projects, public facilities projects, recreation projects, capital equipment for use in voting in official elections or referendums, stormwater infrastructure, and public works renovations and equipment for Lee County, Georgia; (2) public safety capital projects and equipment, public facilities, renovations and construction, water and sewer system projects, roads, streets, and bridges projects, and stormwater projects for the City of Leesburg, Georgia; and (3) historical renovations projects, public safety projects and equipment, public works projects and equipment, water and sewer projects and equipment, roads, streets, and bridges projects, recreation projects and equipment, technology improvements for the City of Smithville, Georgia?"

All polling locations will be opened from 7:00 a.m. until 7:00 p.m. on the date fixed for the election.

The last day to register to vote or make address changes prior to this election will be February 12, 2024, through 5:00 pm.

Early/Absentee voting will be available. To obtain an absentee ballot by mail you may make written application to the Lee County Board of Elections, Post Office Box 326, Leesburg, Georgia 31763. Advance-in-Person Voting will be held at the Elections and Registration Office in the T. Page Tharp Governmental Building, 100 Starksville Ave., North, Suite C, Leesburg, GA.

This notice is given by order of the Board of Commissioners and the Board of Elections and Registration of Lee County on this the _____ day of _____, 2023.

Veronica M. Johnson
Supervisor of Elections

EXHIBIT "C"

SPECIAL PURPOSE LOCAL OPTION SALES TAX REFERENDUM

BALLOT QUESTION

- Yes Shall a special one percent sales and use tax be imposed in the special district of Lee County for a period of time not to exceed six (6) years and for the raising of an estimated amount of \$30,673,656.00 for the purposes of: (1) public safety capital projects, courthouse renovations and additions, water and sewer projects, roads, streets, and bridges, library projects, emergency 911 improvements projects, public facilities projects, recreation projects, capital equipment for use in voting in official elections or referendums, stormwater infrastructure, and public works renovations and equipment for Lee County, Georgia; (2) public safety capital projects and equipment, public facilities, renovations and construction, water and sewer system projects, roads, streets, and bridges projects, and stormwater projects for the City of Leesburg, Georgia; and (3) historical renovations projects, public safety projects and equipment, public works projects and equipment, water and sewer projects and equipment, roads, streets, and bridges projects, recreation projects and equipment, technology improvements for the City of Smithville, Georgia?"
- No