



120 North Essa Street, Lake
Park, Georgia 31636
City Hall 229-559-7470
Fax 229-559-7499

City of Lake Park April 29, 2019
Work Session
6:00 PM

Agenda

Department Reports

Police
Fire
Maintenance
Water

Parks and Recreation Committee Report

Direct Deposit

Drainage Issue Update – Broadway
Jackson Circle

Georgia Municipal Employees Defined Benefit Retirement Plan Agreement

Permit procedures

Fireworks

Art Contest

Executive/Admin Report

**Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the ADA Coordinator at 229-559-7470 promptly to allow the city to make reasonable accommodations for those persons.*



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City of Lake Park April 29, 2019
Work Session Minutes
6:00 PM

Mayor Sandlin called the work session to order. Those present were as follows; Mayor Sandlin, Mayor Pro Tem Ronald Carter, Council Members Tom Barr, Tyler Davis, and Carl Taylor. Also present were Clerks Tabatha Fowler and Connie Martinez.

Mayor called for the following agenda items:

Department reports

Police report read by Mayor Sandlin - No action taken

Fire report read by Mayor Sandlin - No action taken

No Maintenance report

Fowler advised that Council should keep in mind that the well/chlorine building for the water department continues to deteriorate. There will be a need to do either repair or replace the building in the near future. Council Member Davis spoke and said he had talked with Jeff Patterson about repair options. Member Carter stated he had suggested that similar repair a few years ago. - No action taken.

Parks and Recreation Committee Report – Council Member Taylor gave an update on the committee. Next meeting set for May 13th at 6:00 PM and anyone willing and able to help with the Independence Day Celebration should attend. No action taken.

Direct Deposit – Fowler gave information pertaining to direct deposit for employees and Council. She stated that the only cost to the city would be a onetime fee of \$37.50 for a security clearance token needed to process the electronic transfers. No action taken.

Drainage Issue Update – Broadway – Member Taylor gave a quick update - No action taken
Jackson Circle – Member Davis gave a quick update - No action taken

Georgia Municipal Employees Defined Benefit Retirement Plan Agreement – Fowler explained that she had provided a summary of the amendments to the plan for Council to review and that it would be on the next agenda for a vote. - No action taken

Permit procedures - No action taken

Fireworks – discussion of budgeted funds for Independence Day Celebration - No action taken

Art Contest- discussion of previous Art Contest put on by previous Mayor Schindler and Mrs. Schindler. - No action taken

Executive/Admin Report

Member Cater asked that the Wilbers request for reimbursement be put on the agenda for a vote in May. - No action taken

Clerk Fowler advised Council of copies included in their packet and gave a brief overview of each Those were as follows;

- Court User Training Conference – one day for clerks & one day for Chief Kinsey
- RDA remote training and cost
- Voting Delegate Form
- Parade of Flags
- RDA quote for PO module
- Municode quote for updated code of ordinances
- GMA Workers Comp Payroll Audit

Read & approved Jabatha Fowler Date 5-7-19

PERMIT REQUIREMENTS

A City Without Limits

WHAT IS REQUIRED FOR A RESIDENTIAL NEW CONSTRUCTION, ACCESSORY OR ADDITION PERMIT?

1. Zoning Approval letter (from jurisdiction you are working in) required if new construction or adding on to existing structure or the placement of a storage building.
2. If permitting in Lowndes County a well/septic tank approval from the health department or Water and Sewer receipt from Lowndes County Water and Sewer.
3. Homeowner Affidavit, signed and notarized (if homeowner is acting as contractor and performing work on the home).
4. Business license where work is being performed (Required for Contractors, Subcontractors, Special Trade Contractors).
5. Registration as a Contractor with City of Valdosta Business License Office (Required for Contractors, Subcontractors, Special Trade Contractors).
6. Authorized Agent Form for Contractors (Required if card holders not present).
7. Total Square Foot Calculator (Required for all Residential New Construction, Additions, and Accessory Buildings).
8. If permitting in Lake Park, an approval form from the City of Lake Park.
9. If permitting in Hahira, an approval form from the City of Hahira.

GEORGIA, LOWNDES COUNTY

**INTERGOVERNMENTAL AGENCY AGREEMENT
(Building Inspections Services)**

THIS AGREEMENT is made and entered into effective the 1st day of January, 2014 by and between **THE CITY OF VALDOSTA, GEORGIA** (hereinafter referred to as "Valdosta"), **LOWNDES COUNTY, GEORGIA** ((hereinafter referred to as "Lowndes"), and **THE CITY OF LAKE PARK, GEORGIA** (hereinafter referred to as "Lake Park").

WITNESSETH:

WHEREAS, Valdosta and the County provide joint building inspection functions through a joint Community Development Department; and

WHEREAS, Lake Park desires Valdosta and the County to provide building inspection functions to Lake Park through said Community Development Department; and

WHEREAS, the Constitution of the State of Georgia, Article IX, Section 3, Paragraph 1, provides that cities and counties and public agencies may contract with each other to provide joint services;

NOW, THEREFORE, in consideration of the promises hereinafter contained, the parties hereby agree as follows:

**ARTICLE I
PURPOSE OF AGREEMENT**

- A. The purpose of this Agreement is for Valdosta and the County to provide building inspection functions to Lake Park.
- B. This Agreement is for the sole purpose of providing administrative services.

**ARTICLE II
SERVICES PROVIDED**

Valdosta and the County shall, through said Community Development Department, provide building plan review functions and issue permits for and make inspections of buildings and properties located in Lake Park.

IN WITNESS WHEREOF, we have affixed our hands and seals in our official capacities and as duly authorized officers who are authorized to specifically bind this Agreement, this the day set by each of the signor's signature.

THE CITY OF VALDOSTA

By: John Gayle
Mayor, City of Valdosta

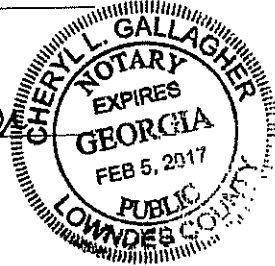
Date: 12/6/13

Attest: Jeresa S. Bolden

Signed, sealed and delivered in the presence of:

Buna Hepburn
Witness

Cheryl L. Gallagher
Notary Public



LOWNDES COUNTY

By: Jim Sargent
Chairman, Lowndes County Board of Commissioners

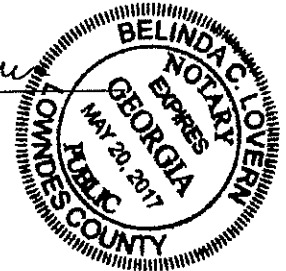
Date: 1/14/14

Attest: J. Pugh Day

Signed, sealed and delivered in the presence of:

[Signature]
Witness

Belinda C. Lovern
Notary Public



THE CITY OF LAKE PARK

By: E. D. [Signature]
Mayor, City of Lake Park

Date: 2-4-2014

Attest: Samantha Fowler

Signed, sealed and delivered in the presence of:

[Signature]
Witness

Ann D. Peterson
Notary Public