



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

City of Lake Park Work Session  
December  
6:00 PM

#### Agenda

#### Department Report

Police Department – Pistol and body armor estimate, department inventory

Fire Department – department inventory

Maintenance Department – department inventory, mower information

#### Zoning Ordinance update discussion

#### Time Clock

#### Office Repair & Flooring

#### Cemetery Meeting Notes - Reimbursement to payroll, signage, private section

#### Committee Seat Vacancies - January 2021

Cemetery Committee (2-year term other than chairman) – Ann Peterson term ends 2021

#### Appointments

City Attorney

City Auditor

Municipal Court Judge

#### Executive/Admin Reports –

#### Upcoming dates to remember:

Friday January 1, 2021 – Closed for New Year's

Tuesday January 19, 2021 – Lake Park Municipal Court

\*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 Work Session Minutes  
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6:00 PM

Mayor Keith Sandlin called the work session to order. Those present were as follows; Mayor Sandlin, Mayor Pro Tem Ronald Carter, Council Members Tom Barr, Carl Taylor and June Yeomans. Also present was Clerk Tabatha Fowler.

Mayor Sandlin called for department reports;

Police Department- No report or inventory available at this time

Fire Department – Report and inventory reviewed and discussed. Member Barr questioned Chief Browns request for additional gear. No action taken.

Maintenance Department – Report was reviewed, no inventory available at this time. No action taken.

Mayor called for review of the Zoning Ordinance update. Council agreed that the zoning ordinance was in need of an update and possible changes. The bid for SGRC to complete the update was discussed. Member Barr questioned adopting a neighboring city's zoning and change to meet our city's need. Council called on BOZA Chairman Carl Spano to come forward to give his recommendation. Council asked for item to be put on the Regular Meeting Agenda. No action taken.

Mayor Sandlin called for review of a time clock. Member Barr stated he would like to purchase a time clock for employees to record their time. He submitted a comparison of three options and made his suggestion. Council discussed who would be required to use the time clock and requested item to be put on the Regular Meeting Agenda as well as a PTO guideline to be reviewed. No action taken.

Mayor called for review of office repair & flooring. Member Barr stated that the open window area between the clerk's offices needed to have a glass or blind installed and the doorway needed to be closed in. Clerk Fowler suggested re-installing the door to the open door frame and Mayor suggested a blind be installed in the open window. Clerk Fowler requested the removal and/or replacement of the carpet through the administration offices due to the wear and tear and stains. Council agreed to allow Clerk to gather bids on the carpet and to review at that time. No action taken.

Mayor Sandlin called for review of the Cemetery Meeting notes regarding reimbursement to payroll, signage, and the private section. Council asked for copies of the bids gathered to replace the signs, the fence, and to install a light for the flag pole. No action taken.

Mayor called for review of the Committee Seat Vacancies for January 2021. The Cemetery Committee has one seat with a term ending January 2021. Clerk Fowler stated that she had contacted Ann Peterson and she agreed to continue serving on the committee. Council also reviewed the upcoming appointments of the City Attorney, City Auditor, and Municipal Court Judge. No action taken.

Executive/Admin Reports

Member Barr asked for Council to consider the water rate increase proposal that was presented by Georgia Rural Water at the November Work Session. No action taken.

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Member Yeomans made a motion to adjourn, Member Carter second, all in favor motion passed.

Read & approved Tabatha Fowler Date 1-5-21