



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

City of Lake Park Regular Meeting
February 4, 2020
6:00 PM
Agenda

Public Hearing – Rezoning LP 2019-07-29 240 - Lakes Blvd from C-C to C-H

Minutes – January 7 Regular Meeting, January 27 Work Session

Financials – January

Citizens' Concerns

Department Reports

Police - Policies and Procedures

Fire

Maintenance

Loretta Hylton, SGRC – Planning Commission
Rezoning LP 2019-07-29 240 - Lakes Blvd from C-C to C-H

Statewide Mutual Aid Agreement

Tom's Pond Veterans Memorial request

Update on Broadway

Speed breakers

July 4th Preparation

City Holidays

Vacation, PTO days and Sick days

How are work hours tracked and by whom

Committee Seat Vacancies - January 2020

Cemetery Committee (2-year term) term ends 2022

Board of Zoning Appeals (4 year term) term ends 2024

Executive/Admin Reports

Upcoming Dates to Remember

Monday February 17 - Presidents Day – Office Closed

Tuesday February 18 - Court

Monday February 24 – Work Session

Friday February 28 – Safety Meeting

*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 Regular Meeting Minutes
February 4, 2020
6:00 PM

Mayor Keith Sandlin welcomed everyone then led the Pledge of Allegiance followed by an invocation.

Those present for the meeting were as follows; Mayor Sandlin, Mayor Pro Tem Ronald Carter, Council Members Tom Barr, Tyler Davis, and Carl Taylor. Also present were City Attorney Rob Plumb, clerks Tabatha Fowler and Connie Martinez, Fire Chief David Brown, Police Chief David Kinsey, and Maintenance Supervisor Jeff Patterson.

Mayor Sandlin began by calling to order the Public Hearing for rezoning case LP 2019-07-29, 240 Lakes Blvd from C-C to C-H. Mayor asked if there was anyone that wished to speak in favor or opposition of the rezoning, there were none.

Mayor closed out the public hearing.

Mayor Sandlin called for review of the minutes January 7 Regular Meeting and January 27 Work Session. Member Carter made a motion to accept minutes as presented, Member Davis second, all in favor motion passed.

Mayor called for review of the January financials. Member Carter made a motion to accept the financials as presented, Member Barr second, all in favor motion passed.

Mayor Sandlin called for Citizens' Concerns.

June Yeomans, 900 South Broadway, stated she was not happy about the discussion at the last meeting of charging a fee for fishing at Tom's Pond.

Pat Brown, 809 Main Street, wanted to thank Jeff Patterson for his kindness and dedication while handling a cemetery situation recently.

Mayor called for department reports

Police Chief Kinsey came forward to give an update to his monthly report. He requested Council permission to purchase 2 Motorola radios at a cost of approximately \$7,400, 2 Tasers at a cost of approximately \$2,400, and 2 laptops at a cost of approximately \$1,800. Total cost for purchases would be about \$11,600. He stated that he had spoken with Clerk Fowler regarding funds for these purchases and said that he could split payment between the technology fund and what was left over could be paid from SPLOST VII. Clerk Fowler confirmed that there was enough in the technology fund to cover most of the cost and that only about \$3,500 would have to come from SPLOST VII. After discussion, Member Taylor made a motion to authorize the purchase of 2 radios, 2 tasers, and 2 laptops to be paid from the technology fund with balance to be paid from SPLOST VII (public safety- police), Member Davis second, all in favor, motion passed. Member Taylor also noted that the radios and other equipment have been discussed for over a year. Member Barr asked if they could go ahead and cover the agenda item of speed breakers while the Chief was up there. Barr asked Chief if they had been running radar and watching traffic on Long Pond Rd and 4-H Club. Chief Kinsey stated that they had been monitoring the area and that he could confirm that 60% of the traffic in those areas is speeding. He said they have issued numerous warning citations, to which the majority were Lake Park citizens. Member Barr stated that he wanted to see some hard numbers at the next Council meeting.

Fire Department Chief Brown came forward to give updates to the fire report. Chief Brown stated that he wanted to request permission to purchase 3 pagers at a cost of \$595 each from his current budget. He stated that they had no backups and that he had two firemen currently in certification and will soon be completed and neither have a pager to receive notice of calls. Each will get a pager and there will be one as a backup. He further stated that he had applied for a grant to purchase bunker gear to replace the current gear that was nearing their safety expiration. Chief Brown recommended for a committee to meet regarding the fire trucks. He suggested that a few council members, along with himself and a few fire volunteers, and possibly a couple that are non-biased meet before the next meeting and figure out options on what to do with the brush truck and the tanker. Council agreed with the plan of having a group to discuss their options, Member Barr told Chief Brown to choose who he wanted from the Council, he asked Member Barr and Member Carter, both agreed. They will meet before the next work session and report back to Council at that time. Member Barr made a motion to allow Chief Brown to purchase 3 pagers from his current fire department budget, Member Taylor second, all in favor, motion passed. Member Taylor also asked if Chief Brown had

gotten a price on the repair/replacement of the tanker air packs, Brown stated a total of \$1800 to purchase and have installed.

Maintenance Department Supervisor Patterson came forward to give updates to his report. He stated that they were dealing with a damaged water valve and are working to correct the issue without having to shut the water off to the city. He further stated that the Engineer has contacted the GDOT representative about using any leftover funds for the street expansion to help cover the cost of connecting the water service line from Tom's Pond Road and Ricks Street.

Mayor Sandlin called Loretta Hylton, South Georgia Regional Commission to give the Greater Lowndes Planning Committees recommendation on rezoning case LP 2019-07-29, 240 Lakes Blvd from C-C to C-H. Mrs. Hylton addressed Council stating the staff recommends approval of application LP 2019-07-29 to change zoning from C-C to C-H with the following conditions for the rear and side yard:

1. Rear yard: 6 ft. privacy fence be installed and maintained as needed.
2. Side yards to be planted and maintained of shrubbery with an average height of at least 6 feet normal growth.

After discussion of entry way from Golf Drive, Member Davis made a motion to approve the rezoning with conditions, Member Carter second, all in favor motion passed.

Mayor called for Council action of the Statewide Mutual Aid Agreement that was discussed and reviewed at the work session on January 27, 2020. Member Carter made a motion to approve and authorize the Mayor to sign the agreement, Member Davis second, all in favor motion passed.

Mayor Sandlin called for Tom's Pond Veterans Memorial request and asked for Bob Wilbers to come forward. Mr. Wilbers described the work to be done on the project and summarized the request for funds. Member Barr made a motion to table until the work session for further discussion, Member Davis second, all in favor motion passed.

Mayor called for an update on Broadway drainage issue. Attorney Plumb advised that the appraiser selected by the council to appraise the Futch property had asked for some additional guidance. She is working on an appraisal of the entire 16 acre tract but is not clear on what partial piece the city is interested in acquiring. Does Council want her to appraise acquisition of the 30' x 200' strip covered by the old Lowndes County easement or has the council identified a larger portion it would need to be able to address the drainage issues? The old easement area may not be sufficient to reach the areas that are causing the drainage issues. After discussion, Council agreed that the acquisition should cover a 30' x 300' strip. No further action taken.

Mayor Sandlin stated that he agenda item of speed breakers had been covered previously following the Police Chiefs report.

Mayor asked for update on July 4th preparation. Clerk Fowler stated that the meeting that was planned for Friday January 31, 2020 had been cancelled due to rain and because volunteers were unable to attend. The meeting will be rescheduled and she will report to Council at the work session.

Mayor Sandlin called for agenda item city holidays. After some discussion, Mayor asked for it to be placed back on the work session agenda.

Mayor stated that Vacation, PTO days and Sick days were discussed previously at the work session.

Mayor Sandlin stated that work hours were discussed previously at the work session

Mayor called for recommendations of the Committee Seat Vacancies for January 2020.

Clerk Fowler stated that she was advised by Chairman Carson McLane to contact Ann Peterson for recommendations. Fowler stated she did so and among those were Pat Brown, she further said that she had spoken with Mrs. Pat and she agreed to serve. Member Davis made a motion to appoint Pat Brown to the open seat on the Cemetery Committee, Member Barr second, all in favor motion passed.

Clerk Fowler stated that previous discussion by Council was to appoint Larry Hebdon to the Board of Zoning Appeals. Member Taylor made a motion to appoint Larry Hebdon to open seat on the Board of Zoning Appeals Committee, Member Barr second, all in favor motion passed.

Mayor Sandlin called for Executive/Admin Reports.

Upcoming Dates to Remember
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Member Barr asked for Clerk Fowler to contact the insurance company and request a renewal quote to be submitted with an increased deductible of \$1,000 for them to compare to the \$500 deductible. To be reviewed at the next work session.

Member Barr asked for guidance from Attorney Plumb regarding sick hours being accrued by an employee that is on unpaid leave. Attorney Plumb stated that he would need to review the personnel policy and he would advise at a later time.

Member Taylor made a motion for Council to go into Executive Session to discuss real estate, Member Davis second, all in favor motion passed. Council went into Executive Session at 7:09 PM.

Member Davis made a motion to leave Executive Session and return into the Regular Meeting, at 7:37 PM, Member Taylor second, all in favor motion passed.

Member Barr made a motion to authorize the Mayor to sign the Executive Session Affidavit and Resolution, Member Taylor second, all in favor motion passed.

Being no further business, Member Taylor made a motion to adjourn, Member Davis second, all in favor motion passed, meeting adjourned at 7:40 PM.

Read & approved Jabatha Fowler Date 3-3-20

RESOLUTION OF THE LAKE PARK CITY COUNCIL

BE IT RESOLVED BY THE LAKE PARK CITY COUNCIL, as follows:

At the meeting held on February 4, 2020 council entered into closed session for the purpose of discussing : Real Estate

At the close of the discussion upon this subject, the Council did vote to re-enter into

Open session and herewith takes the following action in Open session:

- 1) The actions of the Council and the discussion of the same regarding the matter set forth for closed session are hereby ratified.
- 2) Each member of this body does hereby confirm that to the best of his or her knowledge, based upon the advice of the City Attorney, the said subject matter and of the closed session portion was devoted to matters within the specific relevant exception (s) as set forth above.
- 3) The Mayor, or the presiding officer, is hereby authorized and directed to execute an affidavit, with full support of the members of this Council, in order to comply with O.C.G.A. 50-14-4 (b).
- 4) The affidavit shall be included and filed with official minutes of the meeting and shall be in a form as required by statute.

Approved this the February 4, 2020



Mayor

Attest:


City Clerk

AFFIDAVIT

Personally appeared before the undersigned attesting officer, duly authorized to

administer oaths, Keith Sandlin who, after being duly sworn, deposes and on oath stated the following:

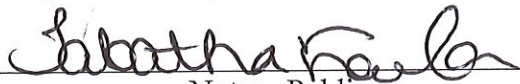
- 1) I was presiding officer of a meeting of the Lake Park City Council held on the February 4, 2020.
- 2) That it is my understanding that O.C.G.A.50-14-4 (b) provides as follows:
When any meeting of an agency is closed to the public pursuant to subsection (a) of this Code section, the chairperson or other person presiding over such meeting shall execute and file with the official minutes of the meeting a notarized affidavit stating under oath that the subject matter of the meeting or the closed portion thereof was devoted to matters within the exceptions provided by law and identifying the specific relevant exception;
- 3) The subject matter of the closed meeting or closed portion of the meeting held on the February 4, 2020 which was closed for the purpose (s) Real Estate as allowed by O.C.G.A. Title 50, Chapter 14, was devoted to matters within those exceptions and as provided by law;
- 4) This affidavit is being executed for the purpose of complying with the mandate of O.C.G.A. 50-14-4 (b) that such an affidavit be executed.

This the February 4, 2020



Mayor/Presiding Officer

Sworn to and subscribed before me
this February 4, 2020



Notary Public



Julie Oakman Wilbers

360 Back Forty Drive

Lake Park, GA 31636

229-251-5781

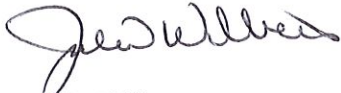
Dr. Keith Sandlin, Mayor
City of Lake Park
120 N. Essa Street
Lake Park, GA 31636

Dear Mayor Sandlin:

Thank you for asking me to spearhead the City of Lake Park's Independence Day Festival for 2020. I must respectfully decline.

Best wishes for a wonderful festival. I have included a short list of thoughts regarding the shortened festival timeline as we discussed on 01/15/2020.

Sincerely,



Julie Wilbers

Attached: Independence Day Festival Proposal

Cc: Tom Barr
Carl Taylor
Ronald Carter
Tyler Davis

Independence Day Festival Proposal 2020

City of Lake Park, Georgia

FOR A ONE DAY FESTIVAL:

- 1) Jeff Patterson, Public Works Supervisor, is usually scheduled to be out of town around July 4th. When setting the date for the festival, check his schedule ASAP.
- 2) When setting a date of the festival, an attempt has been made to provide continuity for the benefit of the city employees, guests and vendors. July 4 is on a different day of the week from year to year. By setting the festival on the SATURDAY BEFORE JULY 4, it provides an opportunity for the city employees to enjoy their day off (July 4), the vendors to work an additional festival elsewhere, and the local guests to enjoy other events in the area.

This year, 2020, July 4 is on a Saturday. In keeping with the above suggestion, it is not out of line to schedule the Independence Day Festival on June 27 (which is what I would suggest).

- 3) Food vendors set up by 12 noon on South Railroad.
- 4) Parade line-up at Church of God* at 3:00 pm
- 5) Parade start at 4:00 pm
- 6) Fireworks start between 9:00-9:30 pm.

PARADE—Lake Park Police Department

- 1) Parade route. Must be coordinated through the GA Department of Transportation regarding state highway lanes shutdown and alternate routes. The City Clerk has copies of letters with addresses of the office that has those requests in the past.
- 2) Parade lineup.* A letter requesting the use of the Church of God lot located across from the church should be forwarded to them. They have requested that large trucks (e.g. fire trucks) not be driven across the lawn. Also, it is advisable to make arrangements for a portable potty to be located at the parade staging area.

FESTIVAL – Administration office/Public Works

- 1) Food vendors be completely set up and South Railroad closed to vehicle traffic by 12 noon.
- 2) Kid games and entertainment to start at 5:00 pm.
- 3) Contact a local radio station to provide live streaming with music.

January 31, 2020



Independence Day Festival Proposal 2020

City of Lake Park, Georgia

FIREWORKS—Lake Park Fire Department

- 1) Fireworks authorization request to be made by the Fire Department Chief (letters are on file in the City Clerk's office).
- 2) Arrangements and use of the property across Tom's Pond (letters are on file in the City Clerk's office).

CLEAN-UP

- 1) Arrangements with a local organization or community service (through Police Department or Public Works) to clean up the grounds of the Church of God and Tom's Pond.

SPONSORSHIP (DONATION) VS VENDOR.

- 1) The City of Lake Park would benefit from a policy that defines a "SPONSOR" and a "VENDOR". A sponsorship implies that a donation was made to the event in exchange for advertising or recognition in some fashion. A vendor/merchant is one that intends to make a profit from their participation in the event.
- 2) NON-REFUNDABLE VENDOR FEES should be collected in advance as a means to guarantee the vendor's participation in the event. If the vendor is a no-show, that vendor forfeits their vendor fee. As the City of Lake Park events/festivals are meant as a community function, and not as a means of fundraising, the vendor fees can be reimbursed to those vendors who set up on time AND provided a service throughout the entire length of the event (i.e. after the fireworks).
- 3) SPONSORSHIP/DONATIONS are not meant to be refunded. As long as the City provides whatever benefit (either in the form of advertising or other recognition), that donation becomes a financial means of funding whatever event or project that it was intended for.