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City of Lake Park  
Regular Council Meeting Minutes  
March 5, 2024  
6:00 pm

**Members present** were Mayor Jena Sandlin, Mayor Pro Tem Oscar Griffith, Council Member Michelle Lane, Council Member Busby Courson, and Council Member Carl Spano

**Staff Present:** Court Clerk Melissa Morey, Fire Chief Matt Ryan, Chief Ed Yarbrough.

Mayor Jena Sandlin called the meeting to order.

Mayor Pro-Tem Oscar Griffith led the invocation.

Mayor Jena Sandlin led the pledge.

Mayor Sandlin asked the Council to strike the Executive Session item from the Agenda, as City Clerk Lisa Johnson was unable to attend the meeting. Council Member Carl Spano made a motion to strike Executive Session from the Agenda, as the Clerk was absent. Council Member Oscar Griffith seconded the motion. The motion passed unanimously, 4-0.

**Minutes:** Mayor Sandlin called for the review and approval of the Minutes of the February 6, 2024 Council Meeting and the February 15, 2024 Called Meeting. Council Member Michelle Lane made a motion to approve the Minutes of the February 6, 2024 Regular and the February 15, 2024 Called Council Meetings. Council Member Busby Courson seconded the motion. The motion passed unanimously, 4-0.

Mayor Sandlin then called for Citizens who have concerns they would like to bring to the Council's attention, and introduced Justin Roberts as first speaker and asked him to come forward.

**Citizen Concerns:**

- Larry Sanders – Arrow Engineering, representing Justin Roberts – presented a proposal from Justin Roberts for a condominium development at Long Pond Rd and Hwy 41. This development would be managed by a Homeowners Association, have the appropriate landscape buffers, fencing and stone or brick around the perimeter and in the front. The condominiums would be an average of 1800 square foot each, and the sales price would be an estimate of \$300,000 per unit. The development has been designed similarly to others that are popular in Florida retirees in mind; although there are no current plans to develop with restrictions for age 55 and over, that is the demographic that is expected to find the development the most appealing, as maintenance and

upkeep is less. Driveways will be designed to GDOT specifications. The units would be owned by the individual, not rented. This location is currently zoned CC (Community Commercial); Mr. Roberts is requesting rezoning to RC (Cluster Residential). The units per acre for the proposed development would be a little more than half what is required for RC under the Zoning Ordinance.

- Price point – an 1800 sf unit is expected to be approximately \$275,000 - \$325,000.
  - Development would have individual lift stations that would pump to Lowndes County sewer and would likely have Lowndes County water as well.
  - Council Member Spano explained the rezoning process and steps, in answer to Mr. Sanders' questions.
- Richard Coleman – attorney - representing Justin Roberts – discussed positive points to the development, both for buyers and the City, and briefly listed some things that could possibly be built on the lot under the current zoning, including smoke shops, tire stores and laundromats.

#### **REPORTS OF OFFICERS/DEPARTMENT HEADS:**

##### **Fire Department: Matt Ryan**

- Presented a monthly call report
- Fire Department is planning a gun raffle and a dinner plate sale as this year's fundraisers, and plan to conduct such fundraisers at all City events this year (July 4<sup>th</sup>, Christmas event). They will also be sending out donation letters.
- Reported that radios will take 10 months to receive from the date of order, requested that Council approve the order of 6 at the next meeting and the rest later.
- Council Member Lane asked if the VFD would be applying for the Dennis Leary grant; Chief Ryan responded that this grant is available every three years, and he will need to check to see if we can apply this year. He has also spoken to someone in Echols County, who will assist him in finding grants.

##### **Police Department: Officer Ed Yarbrough**

- Presented a monthly call report.
- Discussed a need for laptops to be replaced in the cars; he has spoken with Derek Singletary who manages IT in Echols County and has discovered that the laptops can be purchased for approximately \$1,600 each, and mounts for approximately \$300 each. Mr. Singletary can set up the new laptops for a very small cost. Council Member Oscar Griffith made a motion to approve the purchase of the 2 laptops and 2 mounts for vehicles to be paid for from SPLOST VIII: Public Safety: Police. Council Member Carl Spano seconded the motion. The motion passed unanimously, 4-0.
- In response to a question from Council Member Courson, stated that issues with the speed sign had been corrected and they would be able to pull data reports, which would be placed in Council Members' boxes.
- Reported that the access point for downloading video was hit by lightning, but this is covered by warranty. This will be repaired, but at the moment, PD cannot download video from car and body cameras.

##### **Water/Public Works Department: Mayor Jena Sandlin**

- Mayor Sandlin referred Council to the typed report as Mrs. Johnson wasn't present and stated that everything is going well in this department.

**Administration:** Mayor Jena Sandlin

- Mayor Sandlin referred Council to the typed report as Mrs. Johnson wasn't present.
- Stated that Administration has some quotes that Council needs to review
  - Courtware: Council Member Carl Spano explained that Courtware's quote is \$10 per citation, or a minimum of \$550 per month, whichever is greater. The City does have a Technology Fee attached to each citation which will cover the cost when 55 citations or more are paid each month, and there \$3,600 budgeted for the year in Judicial Court for software which he and Mrs. Johnson believe will cover any difference. The City will need to have a software in place to replace Tyler Court, and Courtware is used by an overwhelming majority of municipal courts in Georgia. Council Member Courson asked who sets the fines for citations. Police Chief Yarbrough explained that the State of Georgia sets a range of fines allowable for violations, and then each municipality or county decides what the fine will be in their jurisdiction, within the range. Several different agencies then get an amount from each fine. Council Member Courson asked if the Technology Fee could be increased. Council Member Spano answered that the Technology Fee is actually set by the City and was established a few years ago. Council Member Carl Spano made a motion to accept the quote from Courtware for Court software. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 4-0.
  - Managed IT: Council Member Carl Spano noted that the price quoted by Maranello is excellent. Council Member Carl Spano made a motion to approve the quote from Maranello for Managed IT, with the initial \$10,975 to come from SPLOST VIII. Council Member Oscar Griffith seconded the motion. The motion passed unanimously, 4-0.

**Financial Reports:** Council Member Carl Spano

- Council Member Michelle Lane made a motion to accept the unaudited Financial Report for February. Council Member Busby Courson seconded the motion. The motion passed unanimously, 4-0.
- Special Revenue/Capital Budgets: Council Member Spano explained that this Agenda Item references the Managed IT and Police Department laptop expenditures that were to be voted on at this meeting, and the attached spreadsheet shows these items in red, pending approval.

**New Business:**

- Fourth of July: Mayor Sandlin reported that Justin Sandlin, who has been so active in organizing this event, will be unable to assist this year, as he will be moving. The City has a \$6,500 budget for the event. Mayor Sandlin asked Fire Chief Matt Ryan to research pricing for fireworks. The date for the Fourth of July event will be June 29, 2024. Council Member Lane will assist volunteers in coordinating this event.
- Council Member Griffith reported that Thomas Aquatics expects to be able to get started installing the fountain at Tom's Pond the following week; he is waiting for two units to arrive, and they should be in the end of this week.
- Council Member Carl Spano made a motion to table discussion on Telecommunications Right of Ways until the April meeting, when City Clerk Lisa Johnson will be available to explain in more detail. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 4-0.

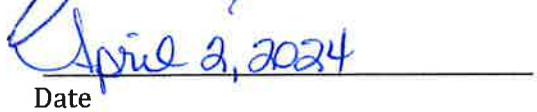
Mayor Sandlin asked if there was any more business to discuss. Council Member Griffith reminded everyone that time will change in the upcoming weekend. Council Member Courson asked if there was an update on digitizing records. Mayor Sandlin responded that there was still research to be done on this.

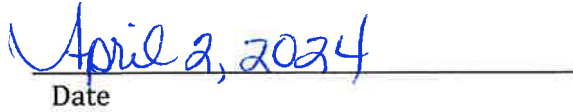
Council Member Carl Spano made a motion to adjourn. Council Member Oscar Griffith seconded the motion. The motion passed unanimously, 4-0.

The next regular meeting will be on April 2, 2024 at 6:00 pm.

  
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Jena Sandlin, Mayor

  
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Lisa Johnson, City Clerk

  
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Date

  
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Date

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