

LOWNDES COUNTY BOARD OF COMMISSIONERS  
PROPOSED AGENDA  
WORK SESSION, MONDAY, JANUARY 25, 2021, 8:30 a.m.  
REGULAR SESSION, TUESDAY, JANUARY 26, 2021, 5:30 p.m.  
327 N. Ashley Street - 2nd Floor

1. **Call To Order**
2. **Invocation**
3. **Pledge Of Allegiance To The Flag**
4. **Special Presentation By Dr. William Grow - COVID-19 Update (Work Session Only)**
5. **Minutes For Approval**
  - a. Work Session - January 11, 2021 & Regular Session - January 12, 2021

6. **Appointment**

- a. Land Bank Authority

Documents:

[LAND BANK AUTHORITY.PDF](#)

7. **Public Hearing**

- a. Addition To Basic Decorative Street Lighting District - Creekside West, Ph. 6 & 7 And Val Del Villas

Documents:

[ADDITION TO BASIC DECORATIVE STREET LIGHTING DISTRICT - CREEKSIDE WEST PH. 6.PDF](#)

- b. REZ-2020-20 Ballyntyne 6712 Clyattstone Road (0071 008) R-1 To R-10, Water & Sewer, ~40.3 Acres

Documents:

[REZ-2020-20 BALLYNTYNE 6712 CLYATTSTONE ROAD -.PDF](#)

8. **For Consideration**

- a. Agreement With SGRC To Develop 2021 Lowndes County Comprehensive Plan Update

Documents:

AGREEMENT WITH SGRC TO DEVELOP 2021 LOWNDES COUNTY  
COMPREHENSIVE PLAN UPDATE.PDF

b. SGRC 5311 Regional Transit Authorizing Resolution

Documents:

[SGRC 5311 REGIONAL TRANSIT AUTHORIZING RESOLUTION.PDF](#)

c. Georgia Department Of Transportation (GDOT) Contract Item  
Agreement/Memorandum Of Understanding Lake Park Bellville Road

Documents:

[GDOT CONTRACT ITEM AGREEMENT MEMORANDUM OF  
UNDERSTANDING LAKE PARK BELLVILLE ROAD.PDF](#)

d. Wine License - Sanketkumar Patel & Pravinkumar Patel Of DSYP, LLC  
DBA Raceway #1177 - 1177 Lakes Blvd., Lake Park, GA

Documents:

[WINE LICENSE - SANKETKUMAR PATEL AND PRAVINKUMAR PATEL OF  
DSYP, LLC DBA RACEWAY.PDF](#)

e. Special Assessment Rate For 2021

Documents:

[SPECIAL ASSESSMENT RATE FOR 2021.PDF](#)

f. FY 2020 Hazard Mitigation Assistance Grant Application

Documents:

[FY 2020 HAZARD MITIGATION ASSISTANCE GRANT APPLICATION.PDF](#)

g. FY 2020 Juvenile Justice Delinquency Prevention Grant

Documents:

[FY 2020 JUVENILE JUSTICE DELINQUENCY PREVENTION GRANT.PDF](#)

h. Resolution Authorizing The Tax Commissioner To Receive Checks,  
Money Orders, Debit Cards & Credit Cards For Payment Of Taxes And  
License Fees

Documents:

[RESOLUTION AUTHORIZING THE TAX COMMISSIONER.PDF](#)

i. Cybersecurity Maturity Tier 1

Documents:

[CYBERSECURITY MATURITY TIER 1.PDF](#)

- j. Approval Of Hightower Road And Cooper Road NE, Right Of Way Purchases

Documents:

[APPROVAL OF HIGHTOWER ROAD AND COOPER ROAD NE, RIGHT OF WAY PURCHASES.PDF](#)

- k. Extension Of COVID-19 Leave Benefits

Documents:

[EXTENSION OF COVID-19 LEAVE BENEFITS.PDF](#)

- 9. **Reports - County Manager**
- 10. **Citizens Wishing To Be Heard-Please State Your Name And Address**
- 11. **Adjournment**

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Land Bank Authority

Work Session/Regular Session

DATE OF MEETING: January 26, 2021

BUDGET IMPACT:

FUNDING SOURCE:

( ) Annual

( ) Capital

(X) N/A

( ) SPLOST

( ) TSPLOST

COUNTY ACTION REQUESTED ON: Appointing/reappointing a member

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HISTORY, FACTS AND ISSUES: Commissioner Joyce Evans' term on the Land Bank Authority will expire on January 31, 2021. Commissioner Evans is interested in being reappointed.

OPTIONS: 1. Appoint/reappoint a member  
2. Board's pleasure

RECOMMENDED ACTION: Board's Pleasure

DEPARTMENT: County Manager

DEPARTMENT HEAD: Paige Dukes

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Addition to Basic Decorative Street Lighting District - Creekside  
West, Ph. 6 & 7 and Val Del Villas

Work Session/Regular Session

DATE OF MEETING: January 26, 2021

BUDGET IMPACT: N/A

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Addition to Basic Decorative Street Lighting District: Creekside West  
Subdivision, Ph. 6 & 7 (38 lots) and Val Del Villas Subdivision (62 lots)

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HISTORY, FACTS AND ISSUES: This request concerns petitions to add 38 lots of Creekside West Subdivision and 62 lots of Val Del Villas Subdivision into the County's Basic Decorative Street Lighting District under the Street Lighting Ordinance. For reference, staff has verified that the petitions are ready for LCBOC consideration, including verifying at least 2/3 of the owners' signatures for the proposed lot additions have been obtained, and testing the financial solvency of the addition. Additionally, notice for the proposed additions has been advertised in the VDT and signs have been posted to advertise the public hearing on the petition. The current charge for the Basic Decorative Street Lighting District is \$61.50 per lot per year. Staff recommends adding Creekside West, Phases 6 and 7, and Val Del Villas Subdivisions into the County's Basic Decorative Street Lighting District through approval of the attached amendment to the current Street Lighting Ordinance.

- OPTIONS:
1. Approve
  2. Approve with Conditions
  3. Table
  4. Deny

RECOMMENDED ACTION: Approve

DEPARTMENT: Planning/Zoning

DEPARTMENT HEAD: JD Dillard

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: REZ-2020-20 Ballyntyne 6712 Clyattstone Road (0071 008) R-1  
to R-10, Water & Sewer, ~40.3 acres

Work Session/Regular Session

DATE OF MEETING: January 26, 2021

BUDGET IMPACT: N/A

FUNDING SOURCE:

- ( ) Annual
- ( ) Capital
- (X) N/A
- ( ) SPLOST
- ( ) TSPLOST

COUNTY ACTION REQUESTED ON: REZ-2020-20 Ballyntyne 6712 Clyattstone Road (0071 008) R-1 to R-10,  
Water & Sewer, ~40.3 acres

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HISTORY, FACTS AND ISSUES: This request represents a change in zoning from R-1 (Low Density Residential) zoning to R-10 (Suburban Residential) zoning. The general motivation in this case is for the applicant to develop the infrastructure for a 105± lots residential subdivision consisting of detached single-family homes.

In 2006, a Planned-Development was proposed for Map and Parcels 0053 060 and 0071 008, consisting of 343 lots at a minimum of 6,000 sf, and 4 condominium areas containing 48 units, at a density of approximately 3.6 units per acres on the ~107-acres site. The site included multiple recreation areas and walking trails within the proposed development. The TRC recommended approval, while the GLPC recommended denial unanimously, by a 7-0 vote. Ultimately, the BoC denied the request by a 2-0 vote.

The subject property is within the Urban Service Area and part of the Suburban Character Area, where traditional neighborhood developments at an R-10 density are recommended. The property possesses road frontage on Clyattstone Road and Simpson Lane, both County maintained dirt roads, currently being paved.

The TRC reviewed the application and had no technical objections, and Staff finds the request consistent with the Comprehensive Plan and future land use patterns of the area.

- OPTIONS:
1. Approve
  2. Approve with Conditions
  3. Table
  4. Deny

RECOMMENDED ACTION: Board's Pleasure

DEPARTMENT: Planning/Zoning

DEPARTMENT HEAD: JD Dillard

**ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:**

The proposed R-10 site plan and conditions, includes recreational amenities, mixed lot sizes, and interconnected sidewalks. Staff finds the proposal in line with neighboring developments and provides for a transition of home and lot sizes with neighboring properties.

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Agreement with SGRC to Develop 2021 Lowndes County  
Comprehensive Plan Update

Work Session/Regular Session

DATE OF MEETING: January 26, 2021

BUDGET IMPACT: \$12,500

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Agreement with SGRC to Develop 2021 Lowndes County Comprehensive  
Plan Update

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HISTORY, FACTS AND ISSUES: The purpose of this agreement is to ensure that the 2021 Comprehensive Plan Update in its entirety will be in compliance with the Chapter 110-2-1 Minimum Standards and Procedures for Local Comprehensive Planning that went into effect in 2018.

Assistance with the development and required elements of the 2021 Comprehensive Plan Update including the Land Use, Transportation, and Housing Elements will be provided by staff at the Southern Georgia Regional Commission.

- OPTIONS: 1. Board's Pleasure  
2. Authorize the Chairman to sign the agreement for the SGRC to update the 2021 Lowndes County Comprehensive Plan

RECOMMENDED ACTION: Board's Pleasure  
Approve

DEPARTMENT: Planning/Zoning

DEPARTMENT HEAD: JD Dillard

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:



LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: SGRC 5311 Regional Transit Authorizing Resolution

Work Session/Regular Session

DATE OF MEETING: January 26, 2021

BUDGET IMPACT:

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: SGRC 5311 Regional Transit Authorizing Resolution

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HISTORY, FACTS AND ISSUES: The Georgia Department of Transportation has completed a Statewide Transit plan that encourages the development of regional transit planning and service delivery models to support growing challenges related to funding and improving access to jobs, healthcare, and other services in different counties that enhance the connections and efficiencies regional cooperation can bring. The Southern Georgia Regional Commission has submitted a FY 2022 Grant Application to operate a Regional 5311 Rural Transportation Program, in order to utilize economies of scale in delivering services and minimizing costs associated with the program to local governments.

Attached is a copy of the resolution for adoption which authorizes the Chairman to sign all necessary forms in order for GDOT to process the request, and for Lowndes County to opt in to the regional transit program.

- OPTIONS: 1. Board's Pleasure  
2. Adopt the resolution authorizing necessary documents to be signed for the SGRC's operation of a Regional 5311 Rural Transportation program

RECOMMENDED ACTION: Board's Pleasure  
Approve

DEPARTMENT: Planning/Zoning

DEPARTMENT HEAD: JD Dillard

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Georgia Department of Transportation (GDOT) Contract Item  
Agreement/Memorandum of Understanding Lake Park Bellville Road

Work Session/Regular Session

DATE OF MEETING: January 26, 2021

BUDGET IMPACT: \$1,655,975.00

FUNDING SOURCE:

- Annual
- Capital
- GEFA
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: GDOT Contract Item Agreement/Memorandum of Understanding Lake  
Park Bellville Road

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HISTORY, FACTS AND ISSUES: Georgia Department of Transportation (GDOT) will be widening Lake Park Bellville Road from State Route 7 to I-75. This project will require county utilities to be relocated. This agreement between GDOT and Lowndes County will include the utility relocation in the GDOT road construction project. The estimate for the County's portion of this project is \$1,655,975.00. Staff recommends approval and authorize the Chairman to sign the agreement.

OPTIONS: Approve  
Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Utilities

DEPARTMENT HEAD: Steve Stalvey

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Wine License - Sanketkumar Patel & Pravinkumar Patel of DSYP,  
LLC DBA Raceway #1177 - 1177 Lakes Blvd., Lake Park, GA

Work Session/Regular Session

DATE OF MEETING: January 26, 2021

BUDGET IMPACT:

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Wine license - Sanketkumar Patel & Pravinkumar Patel of DSYP, LLC DBA Raceway #1177 - 1177 Lakes Blvd., Lake Park, GA

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HISTORY, FACTS AND ISSUES: Sanketkumar Patel & Pravinkumar Patel of DSYP, LLC DBA Raceway #1177 - 1177 Lakes Blvd., Lake Park, GA, is requesting a license for the sale of wine for consumption off premise. This establishment currently holds a license for the sale of beer for consumption off premise and is requesting to add wine. The ordinance and guidelines for approval of the license have been met. All forms are attached and upon approval by the Board the license will be granted.

OPTIONS: 1. Approval of the Wine license  
2. Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Finance

DEPARTMENT HEAD: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Special Assessment Rate for 2021

Work Session/Regular Session

DATE OF MEETING: January 26, 2021

BUDGET IMPACT:

FUNDING SOURCE:

( ) Annual

( ) Capital

(X) N/A

( ) SPLOST

( ) TSPLOST

COUNTY ACTION REQUESTED ON: Special Assessment Rate for 2021

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HISTORY, FACTS AND ISSUES: The Lowndes County Board of Commissioners is required to set the interest rate for Special Assessments at the beginning of each calendar year. This rate is for all paving and utility assessments that are not paid off within the initial 90-day phase. Unpaid assessments revert to installment agreements which are to be paid over a period of up to ten years. The rate is based on the current prime rate plus two (2) percent. The prime rate is the interest rate charged by banks when they lend money to other banks, or to their "prime" customers. Most American banks and credit unions use this index as the foundation for their loan products. The current prime rate is 3.25%; therefore, the rate for special assessments should be set at 5.25% for 2021. The rate was set for 6.75% for 2020.

OPTIONS: 1. Approval of the Special Assessment Rate at 5.25% for 2021

2. Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Finance

DEPARTMENT HEAD: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: FY 2020 Juvenile Justice Delinquency Prevention Grant

Work Session/Regular  
Session

DATE OF MEETING: January 26, 2021

BUDGET IMPACT: \$20,000 to be fully reimbursed by grant funding

FUNDING SOURCE:

CJCC Funding - \$20,000

Capital

N/A

SPLOST

TSPLOST

COUNTY ACTION REQUESTED ON: Approval for staff to submit application for the FY2020 Juvenile Justice Delinquency Prevention Grant

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HISTORY, FACTS AND ISSUES: Since 2013, Lowndes County Juvenile Court has been providing grant funded services, to local youth and their families, as an alternative to confinement. Most of those services are directed toward those youth who have higher charges and score higher on the risk matrix. The Criminal Justice Coordinating Council (CJCC) has recently announced the availability of limited funding for programs aimed at addressing those youth who may be first time offenders, committed lesser offenses or otherwise do not qualify for the current services. The goal of this particular program is to serve these youth earlier in the process and by doing so, hopefully equip them with the tools to make better life choices and stay out of the criminal justice system in the future, whether as juveniles or into adulthood.

This particular grant will award a maximum of \$20,000 to six (6) communities in Georgia to implement Strengthening Families Program (SFP). Lowndes County previously utilized SFP through the Juvenile Court but the program hasn't been used since funding for the Delinquency Prevention Grant Program was eliminated following the FY2016 award cycle.

SFP 7-17 is an evidence-based family skills training program designed to address risk and protective factors and increase resilience in families with children between the ages of 7 to 17 years old. The program includes four sessions and is delivered in 12 weekly, two-hour groups. The different sessions are parent, teen, child, and family. SFP 7-17 suggests to include all children in the home for programming, not just the youth being served. A typical group starts with the children, teens, and parents arriving and sitting down together for a meal that is provided to them by the program. Once they are finished eating, children, teens, and parents separate for the first hour to attend different sessions. Each week the subject matter and skills are the same for parents, teens, and children in the first session, even though they attend them separately. This is to assist with practicing the skills at home. After the first session is complete, children, teens, and parents are brought back together for a family session, which focuses on parent-child skill practice.

If approved for funding, CJCC will provide the required training for the providers and fund the program

elements 100%. Lowndes County would pay the provider and be reimbursed fully through the grant, with no matching funds being required. Funding for Year 1 would be capped at \$20,000, but each of the funded applications would be eligible for up to \$30,000, in continuation funding in each of Years 2-5, for a total of 5 years of programmatic services. The hope of the CJCC is that by providing startup funding, each of the awarded communities would work towards developing a sustainability plan to continue the program following the elimination of grant funding.

OPTIONS: 1. Authorize staff to submit online application for funding  
2. Board's Pleasure

RECOMMENDED ACTION: Board's Pleasure

DEPARTMENT: Emergency Management

DEPARTMENT HEAD: Ashley Tye

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Resolution Authorizing the Tax Commissioner to Receive Checks, Money Orders, Debit Cards & Credit Cards for Payment of Taxes and License Fees

Work Session/Regular Session

DATE OF MEETING: January 26, 2021

BUDGET IMPACT:

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Resolution Authorizing the Tax Commissioner to Receive Checks, Money Orders, Debit Cards & Credit Cards for Payment of Taxes and License Fees

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HISTORY, FACTS AND ISSUES: Pursuant to OCGA § 48-5-146, the county governing authority may authorize the receipt of personal, company, certified, treasurer's, or cashier's checks, or bank, postal, or express money orders, or debit or credit cards in payment of taxes and license fees. Attached is a resolution authorizing the Lowndes County Tax Commissioner to receive personal, company, certified, treasurer's, or cashier's checks, or bank, postal, or express money orders, or debit or credit cards in payment of taxes and license fees.

OPTIONS: 1. Adopt the resolution.  
2. Board's pleasure

RECOMMENDED ACTION: Board's Pleasure

DEPARTMENT: County Manager

DEPARTMENT HEAD: Paige Dukes

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Cybersecurity Maturity Tier 1

Work Session/Regular Session

DATE OF MEETING: January 26, 2021

BUDGET IMPACT: \$29,400

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Cybersecurity Maturity Tier 1

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HISTORY, FACTS AND ISSUES: Presented is a request for Tyler's Security division to help Lowndes County develop and implement the framework for combating security breaches. The purpose of the program is to help build policy, assess vulnerabilities, testing and response development. The model begins with tier one and goes up to tier five. The hope is to eventually achieve tier three.

OPTIONS: 1. Approve  
2. Board's pleasure

RECOMMENDED ACTION: Board's Pleasure

DEPARTMENT: ITS

DEPARTMENT HEAD: Aaron Kostyu

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:



LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Approval of Hightower Road and Cooper Road NE, Right of Way  
Purchases

Work Session/Regular Session

DATE OF MEETING: January 26, 2021

BUDGET IMPACT: \$90,670.31

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Approval of Hightower Road - Cooper Road Right of Way Purchases.

HISTORY, FACTS AND ISSUES: The County has negotiated the purchase of Right of Way property numbers 1,3, 4, 5, 6, 8, and 9 for Hightower Road and Cooper Road NE TSPLOST project. The attached ROW Deeds set forth the respective grantors, identities of the properties, and purchase prices and terms of the acquisition for each property. The Commission is required to approve each of these acquisitions in a public vote.

OPTIONS: 1. Approve the acquisition from the respective grantors of the identified properties for the purchase prices and terms of the acquisition for each property, as set forth in the attached ROW Deeds.  
2. Redirect.

RECOMMENDED ACTION: Approve

DEPARTMENT: Engineering

DEPARTMENT HEAD: Mike Fletcher

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Extension of COVID-19 Leave Benefits

Work Session/Regular Session

DATE OF MEETING: January 26, 2021

BUDGET IMPACT:

FUNDING SOURCE:

( ) Annual

( ) Capital

(X) N/A

( ) SPLOST

( ) TSPLOST

COUNTY ACTION REQUESTED ON: Extension of COVID-19 Leave Benefits

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HISTORY, FACTS AND ISSUES: The Families First Coronavirus Response Act (FFCRA) was passed into law in March of 2020, with a sunset date of December 31, 2020. The Act established and mandated certain leave benefits for employees that had either contracted, been exposed to or affected (care of a family member) by the COVID-19 virus.

However, these mandated leave benefits expired on December 31, 2020, and while the New Consolidated Appropriations Act of 2021 did not extend any of the FFCRA leave benefits it did give employers the option to voluntarily extend these leave benefits to employees through March 31, 2021.

The need to continue offering COVID-19 leave benefits to our employees is as great now as it was throughout 2020. While vaccines are currently being offered not enough of them have been given in order to curb the spread of the COVID-19 virus. We request that the Board extend the leave benefits offered through the FFCRA from January 1, 2021, through March 31, 2021.

OPTIONS: 1. Approve the extension of COVID-19 leave benefits from January 1, 2021, through March 31, 2021.  
2. Board's pleasure

RECOMMENDED ACTION: Board's Pleasure

DEPARTMENT: Human Resources

DEPARTMENT HEAD: Kevin Beals

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS: