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City of Lake Park
Regular Council Meeting Minutes
September 3, 2024
6:00 pm

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

Staff Present: City Clerk Lisa Johnson, Court Clerk Melissa Morey, Fire Chief Matt Ryan, Police Chief Ed Yarbrough, Maintenance Supervisor-In-Training Kaleb Rogers

Mayor Jena Sandlin called the meeting to order.

Council Member Oscar Griffith led the invocation.

Mayor Jena Sandlin led the pledge.

Minutes: Mayor Sandlin called for the review and approval of the Minutes of the August 6, 2024 Regular Council Meeting. Council Member Michelle Lane made a motion to approve the Minutes of the August 6, 2024 Regular Meeting Minutes. Council Member Carl Spano seconded the motion. The motion passed unanimously, 4-0.

Mayor Sandlin called for Citizens who have concerns they would like to bring to the Council's attention.

REPORTS OF OFFICERS/DEPARTMENT HEADS:

- Cleve Moore – 305 S Gordon St – addressed the Council concerning drainage issues; increased rain and possibly recent development has contributed to revealing drainage issues. Ditches have been full for over a month, and more rain is expected this weekend. New development will bring more dirt and more runoff. One culvert between S. Gordon and Ocean Pond Rd has not seen water come through in some time.

REPORTS OF OFFICERS/DEPARTMENT HEADS:

Fire Department: Matt Ryan

- Presented a monthly call report
- Reported that he has four new recruits added to the Volunteer Fire Department.
- Reported that he has ordered batteries for one of the trucks
- Reported that the new radios came without chargers, and he has ordered those.

- Council Member Carl Spano asked Chief Ryan if he had held the CPR class that had been planned; Police Chief Yarbrough stated that he would be conducting the class, along with a Narcan class, by the end of September.

Police Department: Chief Ed Yarbrough

- Presented a monthly call report.
- Reported that there has been a recent uptick in domestic calls.
- Reported that there has also been an increase in travelers walking, biking, and hiking through Lake Park.
- Reported that the two newest vehicles in the Police Department, both Fords, are under recall; Ford will not have the repair for this in place until second quarter of 2025.
- Stated that he would conduct a CPR certification/recertification and a Narcan class by the end of September.
- Reported that there have also been more medical calls lately, which is to be expected as the City grows.

Maintenance/Public Works Department: Kaleb Rogers

- Presented activity report.
- Reported that the Water pump has been repaired; the starter on the pump needed to be replaced
- Mayor Sandlin reminded Mr. Rogers to be sure that he and other workers were wearing masks when spraying.
- Council Member Carl Spano asked how much water the City had used while the pump was down; Mr. Rogers responded that he did not know, but the readings had been taken before and after connecting to the County
- Council Member Spano asked when the new speed bumps were scheduled to be installed on 4H Club Rd, noting that they have been in for a month. Mr. Rogers responded that they had been on the schedule for that day, but the contracted labor did not show up and so it has been rescheduled to the following month.

Administration: City Clerk Lisa Johnson

- Presented the Administration report
- Council Member Michelle Lane stated that she did not have the description of duties for the VLMPO representative and asked if she was overlooking it; after checking her own packet, Mrs. Johnson apologized and stated that she would send those via email the following morning.
- Council Member Lane asked who would be completing Mr. Rogers evaluation; after a brief discussion, it was decided that the Mayor and Council Member Courson would do this.

ACCOUNTS AND SALARIES:

- Mayor Sandlin stated that the August Financial Reports have been distributed and asked if there were any questions or comments. There being none, Council Member Carl Spano made a motion to accept the Financial Reports as presented. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 4-0.
- Mayor Sandlin stated that the property assessments had been received from the County and forwarded earlier in the week and that the millage rate must be returned to the Tax Commissioner in time for them to send the rates to the State at the first of October. She stated that if Council decided on the rollback rate, which could be sent to the County immediately. If Council decided to hold the former millage rate, or needed more time to consider, the City would need to hold

three public hearings and then a meeting for a vote before sending this in. She stated that it had been suggested that Council consider the millage rate in conjunction with the upcoming budget, since there are some staffing and equipment purchase decisions to be made that will affect the remainder of this year and going forward.

- Council reviewed the documents pertaining to the millage rate; Council Member Lane asked if she understood the handout correctly that the suggested millage rate is 6.521. City Clerk Lisa Johnson explained that the figure the Member was looking at was the millage equivalent for other revenues received by the City, and explained that the spreadsheet she had created starts with the total budget amount, and calculates the millage rate that would be needed if property taxes were the only revenue source for the City (15.357). The total amount of other revenues (6.521), minus Local Option Sales Taxes, as budgeted, and the prior year's LOST (3.674) are also represented, as well as the amount in mils, or a millage equivalent. **Millage equivalents are in parentheses with the descriptions, for the sake of clarity.* The total of 15.357 minus the Other Revenues (6.521) minus the prior year's LOST (6.674) equals the needed millage. Mrs. Johnson explained that there have been recent discussions regarding needs of the City, such as the Police car and converting Court to a full-time position, that have not been added into the budget yet, but are in next year's budget. Mayor Sandlin stated that her concern was the amount of the increase, considering the increase in property assessments that will already affect the bottom-line dollar amount for residents. Council Member Spano stated that with recent purchases such as fire department radios, the needed police car, positions and salary increases, he felt that the City would need somewhere around 6.5, but should at least maintain the current rate of 6.219 at a minimum and that he would not recommend rolling back to the recommendation of 5.328, as that would put a significant strain on the resources of the City and put the City in jeopardy of not being able to meet the obligations of the car and radios, etc. He stated that he realized that is about a 22% increase, and that it would be on the Council to explain to residents that this is in effect a Cost-of-Living Adjustment, which the City has not had in several years, and we are still playing catch-up. Lake Park is a growing City with a growing population, and he feels that the City cannot continue to postpone some things, but needs to have the revenues to be able to continue to provide services and maintain an adequate quality. Mrs. Johnson reminded Council that the decision needed tonight is not the final millage; if the Council opts to hold the three public hearings, they will still need to have a decision by the end of the month but could still adopt even the final roll-back amount. She referenced the spreadsheet she had prepared which compares prior years, and asked Council to note the last column which shows the difference in the millage rates set in prior years and what was actually needed, noting that the unexpected increase in other revenues had fortunately made up the difference. For instance, where the budget had expected \$100,000 in LOST revenues, but realized \$124,000, the additional \$24,000 made up for a \$24,000 shortfall in the millage rate. She noted that the sustainability of this needed to be considered, with the economy being what it is, when a product costs more, the sales taxes are more, and the cost is more to the City as well. She also noted that there are other revenue streams that have been discussed that the City may be missing but have not been explored yet as the City has been straightening out other things. Council Member Courson stated that hope is not a tactic, and that if the City ended up at the end of the year with an increase in another area, which could be put back into the community. Council Member Michelle Lane made a motion to hold the three hearings in September to give Council time to review and discuss the budget. Council Member Busby Courson seconded the motion. City Clerk Lisa Johnson stated that a proposed millage rate would need to be advertised, and not only the three hearings. Council Member Busby Courson stated that he recommended the City advertise the suggested millage rate of 6.5. Mayor Sandlin

asked if there was other discussion. Council Member Griffith called for a Point of Order, as there was already a motion on the floor. Mrs. Johnson asked Council Member Lane if she would restate the motion. Council Member Lane restated the motion to hold the three public hearings on the millage rate in September to allow Council time to review and discuss the budget. Council Member Busby Courson seconded the motion. The Mayor asked if there was other discussion. There being none, she called for a vote. The motion passed unanimously, 4-0. Council Member Busby Courson made a motion for an addendum to propose the millage rate of 6.5. Council Member Spano seconded the motion. The motion passed 3-0, Council Members Courson, Lane and Spano in favor, and Council Member Griffith casting no vote.

OLD BUSINESS:

- Council discussed the Municode update; this was discussed in August, but no vote was taken. The City's Charter and Ordinances are posted online through Municode, but the Ordinances have not been updated since 2015. The City is currently paying \$1,060/year for Municode to host the Charter and Ordinances and paying a quoted price per instance for updates. Their quote for the currently needed updates is \$1,978; their proposal going forward is for \$1,750 per year to host and publish updates twice per year, which the City would send as they occur. Council Member Michelle Lane made a motion to approve the quote of \$1,978 to publish current updates and the proposal of \$1,750 per year going forward. Council Member Carl Spano seconded the motion. The motion passed, 3-0, with Council Member Busby Courson casting no vote
- Council reviewed the application of Mr. Myles Archibald for the Board of Zoning Appeals. City Clerk Lisa Johnson reported that the other interested party had decided he would not be able to serve. She further stated that the terms of the two remaining members have expired, although both are willing to continue to serve. Council Member Carl Spano made a motion to appoint Myles Archibald to the Board of Zoning Appeals. Council Member Busby Courson seconded the motion. The motion passed unanimously, 4-0. Council Member Michelle Lane made a motion to reappoint Robin Cumbus and Larry Hebdon to the Board of Zoning Appeals. Council Member Busby Courson seconded the motion. The motion passed unanimously, 4-0.

NEW BUSINESS:

- City Clerk Lisa Johnson reported that representatives from RSM, who were responsible for oversight and compliance for the OPB Grant, would be paying a site visit to Lake Park on September 17 at 9am.
- Mayor Jena Sandlin stated that Council needed to enter Executive Session to review the Minutes of the August 6 Executive Session and to discuss Personnel. Council Member Michelle Lane made a motion to enter Executive Session to review the August 6, 2024 Executive Session and to discuss Personnel. Council Member Oscar Griffith seconded the motion. The motion passed unanimously, 4-0. Council entered into Executive Session at 6:57 pm.
- Council Member Michelle Lane made a motion to re-enter Regular Session. Council Member Busby Courson seconded the motion. The motion passed unanimously, 4-0. Council re-entered Open Session at 8:14 pm. Council Member Michelle Lane made a motion to hire a part-time position in Administration. Council Member Busby Courson seconded the motion. Mayor Sandlin called for a vote; Council Members Michelle Lane and Council Member Busby Courson voted in favor. Council Members Carl Spano and Oscar Griffith voted opposed. Mayor Sandlin cast the tie-breaking vote in favor of a part-time position in Administration to replace the man-hours

Council Member Busby Courson made a motion to adjourn. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 4-0.

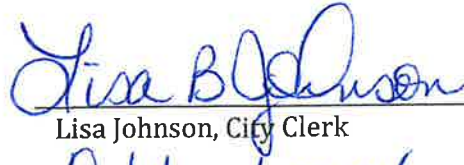
The next regular meeting will be on September 3, 2024 at 6:00 pm.



Jena Sandlin, Mayor

10/1/2024

Date



Lisa Johnson, City Clerk

October 1, 2024

Date

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