



**Development and Planning Services Committee Meeting
Minutes for Tuesday, June 11, 2024 at 8:30 AM
Evans Government Center Auditorium, Evans, Georgia**

Present at the meeting included:

Donald Skinner, Sr., Chairman
Connie M. Melear, Vice Chairman
Douglas R. Duncan, Jr., Member
Commissioner Alison Couch
Commissioner Michael W. Carraway
County Manager Scott Johnson
Deputy County Manager Glenn Kennedy
Deputy County Manager Matt Schlachter
County Clerk Patrice R. Crawley

Division Directors:

Leanne Reece - Internal Services
Paul Scarbary - Development Services
Kyle Titus - Engineering Services
Scott Sterling - Planning Services
Stacey Gordon - Water Utility Services
Michael Blanchard - Technology Services
Chief Jeremy Wallen – Fire Services
County Staff

Members of the Media and Public

A. CALL TO ORDER

Chairman Skinner called the meeting to order at 9:15 a.m.

B. INVOCATION

The Invocation was held at the previous meeting.

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was held at the previous meeting.

D. ROLL CALL / QUORUM

Chairman Skinner declared a quorum with three members of the committee present.

E. APPROVAL OF THE MINUTES OF PREVIOUS MEETING

(E1) May 14, 2024

Vice Chair Melear made a motion to approve the minutes of the May 14, 2024 Development and Planning Services Committee meeting as presented. Member Duncan seconded the motion. The motion carried unanimously.

F. APPROVAL OF THE AGENDA

Chairman Skinner presented the agenda.

G. PRESENTATION

H. CONSENT AGENDA

I. DEBATE AGENDA

(I1) New Business

(I1a) Deputy County Manager

(I1a1) Professional Services Contract with Cheatham Fletcher Scott Architects+Designers, Inc for the Pollard House Renovation

Approved forwarding to the June 18, 2024 Board of Commissioners Consent Agenda a Professional Services Contract with Cheatham Fletcher Scott Architects+Designers, Inc. for the Pollard House renovation in the amount of \$228,300; 24185.34.010.

(I1a2) Award BID#2024003-BID3000 and Contract to Shearer-Mutimer Construction, LLC for the Columbia County Coroner's Office Renovation and Addition

Approved forwarding to the June 18, 2024 Board of Commissioners Consent Agenda awarding the bid and contract to Shearer-Mutimer Construction, LLC for the Columbia County Coroner's office renovation and

addition in the amount of \$575,000; 2302300-601076-23003.

(I1a3) Independent Contractor Agreement with WSP USA Environment and Infrastructure, Inc. for Special Inspections and Material Testing for The Coroner's Office Renovation and Addition
Approved forwarding to the June 18, 2024 Board of Commissioners Consent Agenda an Independent Contractor Agreement with WSP USA Environment and Infrastructure, Inc. for special inspections and material testing for the Coroner's office renovations and addition in the amount of \$4,780; 2302300.601076.23003.

(I1b) Development Services

(I1b1) Alcoholic Beverage License, Natty BBQ Company LLC dba Smoke & Barrels
Approved forwarding to the July 02, 2024 Board of Commissioners Consent Agenda the Alcoholic Beverage License for Natty BBQ Company LLC. dba Smoke & Barrels.

(I1c) Planning Services

(I1c1) Easement Encroachment Agreement for Tax map 081 Parcel 648
Approved forwarding to the June 18, 2024 Board of Commissioners Consent Agenda the Easement Encroachment Agreement for tax map 081 648.

(I1c2) Easement Encroachment Agreement for 918 Rollo Domino Circle
Approved forwarding to the June 18, 2024 Board of Commissioners Consent Agenda the Easement Encroachment Agreement for tax map 067 1443.

J. LEGAL MATTERS

K. STAFF REPORTS

(K1) Planning Services

(K1a) May 2024 Planning Department Work Load measurement monthly report
Planning Services Director Sterling provided as information the May 2024 Planning Department Work Load measurement monthly report.

(K1b) April 2024 Plan Review Work Load measurement monthly report
Planning Services Director Sterling provided as information the April 2024 Plan Review Work Load measurement monthly report.

(K2) Development Services

(K2a) May 2023/2024 Development Services Division Monthly Report
Development Services Director Scarbary provided as information the May 2023/2024 Development Services Division monthly report.

(K2b) May 2024 Development Services Division Financial Report
Development Services Director Scarbary provided as information the May 2024 Development Services Division financial report.

(K2c) Temporary Event Alcohol Permits
Development Services Director Scarbary provided as information the temporary event alcohol permits.

L. COMMISSIONERS' AND PUBLIC COMMENTS AND PARTICIPATION

M. EXECUTIVE SESSION

N. ADJOURNMENT

Chairman Skinner adjourned the meeting at 9:22 a.m.



Donald Skinner, Sr., Chairman


Patrice R. Crawley, County Clerk