



**Development and Planning Services Committee Meeting
Minutes for Tuesday, November 12, 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 Michael W. Carraway
Commissioner Alison Couch
County Manager Scott Johnson
Deputy County Manager Glenn Kennedy
Deputy County Manager Matt Schlachter
County Clerk Patrice R. Crawley
County Attorney Chris Driver

Division Directors:

Leanne Reece - Internal Services
Paul Scarbary - Development Services
Kyle Titus - Engineering Services
Scott Sterling - Planning Services
John Luton - Community 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 8:50 a.m.

B. INVOCATION

The Invocation was held at the prior meeting.

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was held at the prior 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) October 08, 2024

Vice Chair Melear made a motion to approve the minutes of the October 08, 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 PFA Engineering, Inc. for the Evans Library HVAC Renovation

Approved forwarding to the November 19, 2024 Board of Commissioners Consent Agenda the Professional Services Contract with PFA Engineering, Inc. for the Evans Library HVAC renovation in the amount of \$110,700; 22210.32.010.

(I1a2) County Racquet Center Change Order #1 with Shearer-Mutimer Construction, LLC.

Approved forwarding to the November 19, 2024 Board of Commissioners Consent Agenda the County Racquet Center change order number one with Shearer-Mutimer Construction, LLC. in the amount of \$86,456 for improvements to the existing parking lot and an additional 21 days to the contract time;

3523522.601076.35209.

(I1a3) Professional Services Contract with Fall Line Design, LLC. for the design of new restrooms facilities at Evans Town Center Park and The Columbia County Racquet Center

Approved forwarding to the November 19, 2024 Board of Commissioners Consent Agenda a Professional Services Contract with Fall Line Design, LLC. for the design of new restroom facilities at Evans Town Center Park and the County Racquet Center in the amount of \$65,500; 22140.32.015.223.

(I1a4) Move Management Services Agreement with Ellefson Transportation Group, Inc. (ADSI Moving Systems, Inc.)

Approved forwarding to the November 19, 2024 Board of Commissioners Consent Agenda a Move Management Services Agreement with Ellefson Transportation Group, Inc. (ADSI Moving Systems, Inc.).

(I1a5) Move Management Services Agreement with E Logic Incorporated

Approved forwarding to the November 19, 2024 Board of Commissioners Consent Agenda a Move Management Services Agreement with E Logic Incorporated.

(I1b) Planning Services

(I1b1) Easement Encroachment Agreement for 5095 Washington Road, Tax map 065 Parcel 934A

Approved forwarding to the November 19, 2024 Board of Commissioners Consent Agenda an Easement Encroachment Agreement for tax map 065934A.

(I2) Items Added at the Meeting

J. LEGAL MATTERS

K. STAFF REPORTS

(K1) Planning Services

(K1a) October 2024 Planning Department Work Load measurement monthly report

Planning Services Director Sterling provided as information the October 2024 Planning Department work load measurement monthly report.

(K1b) September 2024 Plan Review Work Load measurement monthly report

Planning Services Director Sterling provided as information the September 2024 Plan Review work load measurement monthly report.

(K2) Development Services

(K2a) Development Services Division Monthly Report

Development Services Director Scarbary provided as information the Development Services Division monthly report.

(K2b) Development Services Division Financial Report

Development Services Director Scarbary provided as information the 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 8:59 a.m.



Donald Skinner, Sr., Chairman



Patrice R. Crawley, County Clerk