



LOWNDES COUNTY BOARD OF COMMISSIONERS  
PROPOSED AGENDA  
WORK SESSION, MONDAY, JANUARY 8, 2024, 8:30 AM  
REGULAR SESSION, MONDAY, JANUARY 8, 2024, 5:30 PM  
327 N. Ashley Street - 2nd Floor

**1. Call To Order**

**2. Invocation**

**3. Pledge Of Allegiance To The Flag**

**4. Minutes For Approval**

- a. Work Session - December 11, 2023 & Regular Session - December 12, 2023  
Recommended Action: Approve  
Documents:

**5. Appointments**

- a. Appointments to Board of Tax Assessors  
Recommended Action: Board's Pleasure  
Documents:

**6. For Consideration**

- a. 2024 Georgia Department of Transportation Local Maintenance and Improvement Grant (LMIG) Application  
Recommended Action: Approve  
Option 1  
Documents:
- b. Arglass Road Extension - Engineer Selection  
Recommended Action: Approve  
Documents:
- c. Hazard Mitigation Planning Grant Application  
Recommended Action: Approve  
Documents:
- d. 2024 Public Defender Contracts  
Recommended Action: Approve  
Documents:
- e. Approval of Solicitor General's FY24 VOCA Grant Award  
Recommended Action: Option 1  
Documents:

**7. Bid**

- a. Francis Lake Warehouse Modifications Bids

Recommended Action: Approve  
Option 1

Documents:

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

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Appointments to Board of Tax Assessors

DATE OF MEETING: January 8, 2024

Work Session/Regular Session

BUDGET IMPACT: \$ -0-

FUNDING SOURCE:

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

COUNTY ACTION REQUESTED ON: Appointments to Board of Tax Assessors

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HISTORY, FACTS AND ISSUES:

In December 2023, the Board of Commissioners expanded the Board of Tax Assessors from three to five members. In addition, the initial three-year term of James Puckett ended December 31, 2023. Accordingly, the Board of Commissioners needs to make three appointments to the Board of Tax Assessors:

- one to succeed James Puckett to complete a three-year term ending December 31, 2026
- one to fill a new position to complete an initial three-year term ending December 31, 2026
- one to fill a new position to complete an initial four-year term ending December 31, 2027

David Westberry, Samuel Clemons, Mike Tanner, Lucinda Guess, Mary Ellen Weeks, Elizabeth Highsmith, Sandra Jones, Richard Holcombe, Mary Green, Gene Felts, Amy Carter, and Thomas Reed have all expressed a desire to be appointed to the Board of Tax Assessors.

OPTIONS: 1. Make appointments and approve completion and execution of attached Orders as applicable  
2. Board's pleasure

RECOMMENDED ACTION: Board's Pleasure

DEPARTMENT: County Manager

DEPARTMENT HEAD: Paige Dukes

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

Order  
Making Appointment to Board of Tax Assessors

WHEREAS, the Board of Commissioners of Lowndes County has voted to appoint \_\_\_\_\_ to the Board of Tax Assessors of Lowndes County, to succeed James Puckett, to complete a three-year term ending December 31, 2026; and

WHEREAS, OCGA § 48-5-290(c) provides for an order making an appointment to the county board of tax assessors to be regularly entered upon the record of the superior court of the county;

NOW THEREFORE, the Board of Commissioners of Lowndes County does hereby order that \_\_\_\_\_ is appointed to the Board of Tax Assessors of Lowndes County, to succeed James Puckett, to complete a three-year term ending December 31, 2026.

This Order shall be entered upon the record of the Superior Court of Lowndes County as required by OCGA § 48-5-290(c).

This \_\_\_\_ day of January 2024.

Board of Commissioners of Lowndes County

By: \_\_\_\_\_  
Bill Slaughter, Chairman

Attest: \_\_\_\_\_  
Belinda C. Lovern, Clerk

Order  
Making Appointment to Board of Tax Assessors

WHEREAS, the Board of Commissioners of Lowndes County has voted to appoint \_\_\_\_\_ to the Board of Tax Assessors of Lowndes County to complete an initial three-year term ending December 31, 2026; and

WHEREAS, OCGA § 48-5-290(c) provides for an order making an appointment to the county board of tax assessors to be regularly entered upon the record of the superior court of the county;

NOW THEREFORE, the Board of Commissioners of Lowndes County does hereby order that \_\_\_\_\_ is appointed to the Board of Tax Assessors of Lowndes County to complete an initial three-year term ending December 31, 2026.

This Order shall be entered upon the record of the Superior Court of Lowndes County as required by OCGA § 48-5-290(c).

This \_\_\_ day of January 2024.

Board of Commissioners of Lowndes County

By: \_\_\_\_\_  
Bill Slaughter, Chairman

Attest: \_\_\_\_\_  
Belinda C. Lovern, Clerk

Order  
Making Appointment to Board of Tax Assessors

WHEREAS, the Board of Commissioners of Lowndes County has voted to appoint \_\_\_\_\_ to the Board of Tax Assessors of Lowndes County to complete an initial four-year term ending December 31, 2027; and

WHEREAS, OCGA § 48-5-290(c) provides for an order making an appointment to the county board of tax assessors to be regularly entered upon the record of the superior court of the county;

NOW THEREFORE, the Board of Commissioners of Lowndes County does hereby order that \_\_\_\_\_ is appointed to the Board of Tax Assessors of Lowndes County to complete an initial four-year term ending December 31, 2027.

This Order shall be entered upon the record of the Superior Court of Lowndes County as required by OCGA § 48-5-290(c).

This \_\_\_\_ day of January 2024.

Board of Commissioners of Lowndes County

By: \_\_\_\_\_  
Bill Slaughter, Chairman

Attest: \_\_\_\_\_  
Belinda C. Lovern, Clerk

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: 2024 Georgia Department of Transportation Local Maintenance and Improvement Grant (LMIG) Application

DATE OF MEETING: January 8, 2024

Work Session/Regular Session

BUDGET IMPACT: N/A

FUNDING SOURCE:

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

COUNTY ACTION REQUESTED ON: 2024 LMIG Application

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HISTORY, FACTS AND ISSUES: As a part of the Georgia Department of Transportation Local Maintenance and Improvement Grant Program, Lowndes County has been allocated \$1,337,694.10 for FY 2024. As a part of this grant program, Lowndes County will be responsible for a minimum 10% match in local funding. The grant money is proposed to be used for resurfacing the roads listed in the attachment.

OPTIONS: 1. Approve the Chairman to sign the application.  
2. Redirect.

RECOMMENDED ACTION: Approve  
Option 1

DEPARTMENT: Engineering

DEPARTMENT HEAD: Chad McLeod

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

*Lowndes County*  
*Board of Commissioners*  
*Bill Slaughter, Chairman*



*Joyce E. Evans, District 1*  
*Scott Crenstein, District 2*  
*Mark Wisenbaker, District 3*  
*Demarcus Marshall, Ph.D. District 4*  
*Clay Griner, District 5*

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*Post Office Box 1349 • Valdosta, GA 31603-1349 • Phone (229) 671-2400 • Fax (229) 245-5222*

January 9, 2024

Mr. Shannon Bradford  
Georgia DOT  
710 W 2<sup>nd</sup> Street  
Tifton, GA 31794

Re: LMIG 2024

Mr. Bradford,

Attached is the completed Georgia Department of Transportation Local Maintenance & Improvement Grant (LMIG) Application for Fiscal Year 2024. Also attached is the 2024 LMIG Project Report for Lowndes County. As an update to the Fiscal Year 2023 LMIG Grant, Lowndes County has completed all of the resurfacing projects under the 2023 LMIG Grant. If you have any question regarding the 2024 Application and Project list or the 2023 update, please feel free to contact me.

Respectfully Submitted,

Bill Slaughter  
Chairman

Cc: Paige Dukes, Lowndes County Manager  
Michael Fletcher, P.E. County Engineer  
Chad McLeod, Director of Engineering Services  
Walt Deloach, Project Manager



**GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL MAINTENANCE & IMPROVEMENT  
GRANT (LMIG) APPLICATION FOR FISCAL YEAR 2024  
TYPE OR PRINT LEGIBLY. ALL SECTIONS MUST BE COMPLETED.**

**LOCAL GOVERNMENT AFFIDAVIT AND CERTIFICATION**

I, Bill Slaughter (Name), the Chairman (Title), on behalf of Lowndes County Board of Commissioners (Local Government), who being duly sworn do swear that the information given herein is true to the best of his/her knowledge and belief. Local Government swears and certifies that it has read and understands the LMIG General Guidelines and Rules and that it has complied with and will comply with the same.

Local government further swears and certifies that it has read and understands the regulations for the Georgia Planning Act of 1989 (O.C.G.A. § 45-12-200, et seq.), Service Delivery Strategy Act (O.C.G.A. § 36-70-20, et seq.), and the Local Government Budgets and Audits Act (O.C.G.A. 36-81-7 et seq.) and will comply in full with said provisions. Local government further swears and certifies that the roads or sections of roads described and shown on the local government’s Project List are dedicated public roads and are part of the Public Road System in said county/city. Local government further swears and certifies that it complied with federal and/or state environmental protection laws and at the completion of the project(s), it met the match requirements as stated in the Transportation Investment ACT (TIA).

Further, the local government shall be responsible for any claim, damage, loss or expense that is attributable to negligent acts, errors, or omissions related to the designs, drawings, specifications, work and other services furnished by or on behalf of the local government pursuant to this Application (“Loss”). To the extent provided by law, the local government further agrees to hold harmless and indemnify the DEPARTMENT and the State of Georgia from all suits or claims that may arise from said Loss.

If the local government fails to comply with these General Guidelines and Rules, or fails to comply with its Application and Certification, or fails to cooperate with the auditor(s) or fails to maintain and retain sufficient records, the DEPARTMENT may, at its discretion, prohibit the local government from participating in the LMIG program in the future and may pursue any available legal remedy to obtain reimbursement of the LMIG funds. Furthermore, if in the estimation of the DEPARTMENT, a roadway or bridge shows evidence of failure(s) due to poor workmanship, the use of substandard materials, or the failure to follow the required design and construction guidelines as set forth herein, the Department may pursue any available legal remedy to obtain reimbursement of the allocated LMIG funds or prohibit local government from participating in the LMIG program until such time as corrections are made to address the deficiencies or reimbursement is made. All projects identified on the Project list shall be constructed in accordance with the Department’s Standard Specifications of Transportation Systems (Current Edition), Supplemental Specifications (Current Edition), and Special Provisions.

Local Government:

46621  
E-Verify Number

\_\_\_\_\_ (Signature)

Sworn to and subscribed before me,

Bill Slaughter (Print)

This \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Mayor / Commission Chairperson

In the presence of:

January 9, 2024 (Date)

NOTARY PUBLIC  
January 9, 2024

LOCAL GOVERNMENT SEAL:

My Commission Expires:

NOTARY PUBLIC SEAL:

# 2024 LMIG PROJECT REPORT

County/City Lowndes County

Road Name	Beginning	Ending	Length (Miles)	Description of Work	Project Cost
Briarwood Road	CR 532	SR 38	0.25	Resurfacing	\$93,000
River Road	CR 920	CR 777	1.37	Resurfacing	\$536,000
Dasher Grove Road	SR 868	Dead End	0.56	Resurfacing	\$276,000
Eastridge Drive	CR 968	CR 29	0.21	Resurfacing	\$71,000
Laurelwood Drive N	CR 967	Dead End	0.05	Resurfacing	\$17,000
Laurelwood Drive S	CR 967	Dead End	0.13	Resurfacing	\$44,000
Meadowood Circle	CR 974	Dead End	0.07	Resurfacing	\$24,000
Springbrook Drive	CR 974	Dead End	0.28	Resurfacing	\$94,000
Summerfield Drive	CR 868	CR 968	0.29	Resurfacing	\$97,000
Fiddlers Bend Drive	CR 897	CR 899	0.07	Resurfacing	\$25,000
Pebble Creek Drive	CR 777	CR 897	0.79	Resurfacing	\$276,000
Sandy Run Drive	CR 777	Dead End	0.28	Resurfacing	\$110,000

FY 2023

**LOCAL MAINTENANCE & IMPROVEMENT GRANT Program (LMIG)**

**STATEMENT OF FINAL PROJECT EXPENDITURES**

DATE: 1/9/2024

COUNTY: Lowndes

CITY: Unincorporated

(Leave Blank if this is a County Government)

SUBMITTED BY: Michael B. Fletcher, P.E. County Engineer  
(Local Government Representative- Person's Printed Name)

1. LMIG EXPENDITURES: \$ 1,235,231.26  
(LMIG Funding Received from GDOT)

2. REQUIRED 10% or 30% MATCH: \$ 123,523.13  
(10% or 30% of LMIG Funding Received in #1)

3. TOTAL PROJECT EXPENDITURES: \$ 1,534,014.68  
(The Total Amount Spent on Project)

4. TOTAL LOCAL GOVERNMENT EXPENDITURES: \$ 298,783.42  
[Total Project Expenditures above minus LMIG Expenditures at the Top (#3 minus #1)]

Has the approved project list been revised?  Yes  No

If yes, attach new project list to this form.

By signature below, I hereby certify that the above expenditures are for the work completed on the attached final Project List for the FY 2023 LMIG Program.

Authorized Local Government Official Signature: \_\_\_\_\_

**[Include financial documents to verify expenditures, including but not limited to invoices, contracts, checks, etc. ]**

**For GDOT use only**

PI Number: \_\_\_\_\_

Record Audit Performed: Yes No (Circle One)

Field Inspection Completion Date: \_\_\_\_\_

APPROVED: \_\_\_\_\_ Date: \_\_\_\_\_  
(DISTRICT ENGINEER SIGNATURE)

**2023 UPDATED LMIG PROPOSED RESURFACING**

<b>Road Name</b>	<b>Beginning</b>	<b>Ending</b>	<b>Length (Miles)</b>	<b>Description of Work</b>	<b>Project Cost</b>
Good Hope Circle	Good Hope Road	Dead End	1.76	Resurfacing	\$410,000
New Bethel Road	Bemiss Road	Lanier County Line	1.5	Resurfacing	\$351,000
McMillan Road	Skipper Bridge Rd	Val Del Road	3.3	Resurfacing	\$770,000

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Arglass Road Extension - Engineer Selection

DATE OF MEETING: January 8, 2024

Work Session/Regular  
Session

BUDGET IMPACT: Paid for by Valdosta Lowndes County Development Authority

FUNDING SOURCE:

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

COUNTY ACTION REQUESTED ON: Arglass Road Extension

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HISTORY, FACTS AND ISSUES: The Valdosta Lowndes County Development Authority (VLDA) will be requesting an EIP Grant to extend Arglass Road. The grant request will come at a later date as a request to Lowndes County to be the applicant. Lowndes County has to procure an engineer as part of preparation for the grant application to complete preliminary work. The engineer will be paid by the VLDA.

Lowndes County solicited a request for qualifications from Professional Engineers. Staff received 3 proposals from qualifying engineers. A scoresheet was developed, and all three (3) firms were given a total score based on the scoring criteria. The most one firm could score is 72. The firms scored as follows:

Lovell Engineering Associates, PC (3998 Inner Perimeter Road, Valdosta GA) received a score of # 67  
Carter and Slope Consulting Engineers (6310 Peake Rd, Macon GA) received a score of # 64  
AE Engineering, INC (219 N Newnan St, 4th Floor, Jacksonville FL) received a score of # 58

Based on the scoring criteria, staff recommends Lovell Engineering Associates, PC to be approved as the Professional Engineer.

OPTIONS: 1. Approve Lovell Engineering Associates, PC as the Professional Engineer.  
2. Redirect.

RECOMMENDED ACTION: Approve

DEPARTMENT: Engineering

DEPARTMENT HEAD: Chad McLeod

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Hazard Mitigation Planning Grant Application

DATE OF MEETING: January 8, 2024

Work  
Session/Regular  
Session

BUDGET IMPACT: Total project cost is \$36,268.00. Because Lowndes County's cost share will be met with in kind funding there will be no direct budget impact.

FUNDING SOURCE:

- Annual - \$4,200 (In Kind Funding)
- FEMA - \$27,201
- GEMA - \$4,867
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Approval of Hazard Mitigation Planning Grant Application

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HISTORY, FACTS AND ISSUES: The Lowndes County Hazard Mitigation Plan is currently approved through January 2027. In order to gain funding to assist with the planning and update process, the Georgia Emergency Management Agency has advised Lowndes County to submit an application for funding through the Hazard Mitigation Grant Program (HMGP) which was recently made available to eligible counties in Georgia. Normally, under the Pre-Disaster Mitigation Grant program, funding is provided on a cost share basis with the federal share making up 75 percent of the funding and Lowndes County providing the remaining 25 percent. By applying now under the HMGP, we will be able to leverage not only the Federal funding, but also reduce the local cost share due to the State of Georgia's contributions under this particular grant program. As a result, even though the contractual costs are estimated to be higher during the next revision, the local cost share is actually lower. Because the time staff spends in attending planning meetings, gathering information, and otherwise participating in plan development is an allowable expense, Lowndes County's cost share can be met by documenting this time and submitting it as part of the reimbursement process of the grant. This will allow Lowndes County to meet the terms of the grant guidance without an actual cash allocation being required. Once Lowndes County receives notice of funding approval, they can begin the process of selecting a qualified consultant and begin the plan update process to ensure we maintain our compliance status and eligibility for federal disaster related funding in the future.

- OPTIONS: 1. Authorize Chairman to sign the grant application.  
2. Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Emergency Management

DEPARTMENT HEAD: Ashley Tye

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

*Lowndes County  
Board of Commissioners*

*Bill Slaughter, Chairman*



*Joyce E. Evans, District 1  
Scott Orenstein, District 2  
Mark Wisenbaker, District 3  
Demarcus Marshall, Ph.D. District 4  
Clay Griner, District 5*

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*Post Office Box 1349 • Valdosta, GA 31603-1349 • Phone (229) 671-2400 • Fax (229) 245-5222*

January 9, 2024

Mr. Stephen A. Clark  
Manager  
Hazard Mitigation Department  
Georgia Emergency Management and Homeland Security Agency  
Post Office Box 18055  
Atlanta, Georgia 30316

RE: Lowndes County Five Year Hazard Mitigation Plan Update Grant Application for FEMA Grant Funding

Dear Mr. Clark:

I have been well informed of the County staff's preparation of the Hazard Mitigation Assistance (HMA) Application Worksheet. If accepted, we understand that the county may be eligible for federal grant funding to assist with the update of our Hazard Mitigation Plan.

I am writing to assure you that Lowndes County has funding to meet the required 25% Local Match for this project. We appreciate your assistance and the assistance of your staff in the preparation of this application.

Sincerely,

Bill Slaughter  
Chairman

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: 2024 Public Defender Contracts

DATE OF MEETING: January 8, 2024

Work Session/Regular Session

BUDGET IMPACT:

FUNDING SOURCE:

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

COUNTY ACTION REQUESTED ON: 2024 Public Defender Contracts

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HISTORY, FACTS AND ISSUES: The attached contract for 2024 ongoing public defender services and 2024 administration of operating expenses contract for the Valdosta office are the same as have been presented annually for several years with no changes.

OPTIONS: 1. Approve the request and authorize Chairman to sign both contracts.  
2. Board's pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Public Defender

DEPARTMENT HEAD: Wade Krueger

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:



**AMENDMENT TO THE INDIGENT DEFENSE SERVICES  
AGREEMENT AMONG THE CIRCUIT PUBLIC DEFENDER OFFICE OF THE  
SOUTHERN JUDICIAL CIRCUIT AND THE GOVERNING AUTHORITIES OF  
BROOKS, COLQUITT, ECHOLS, LOWNDES, AND THOMAS COUNTIES**

**THE AGREEMENT** entered on January 31, 2007, among the Circuit Public Defender Office of the Southern Judicial Circuit (herein referred to as "the Public Defender Office"), the governing authority of Brooks County, a body politic and a subdivision of the State of Georgia (herein referred to as "Brooks County"), the governing authority of Colquitt County, a body politic and a subdivision of the State of Georgia (herein referred to as "Colquitt County"), the governing authority of Echols County, a body politic and a subdivision of the State of Georgia (herein referred to as "Echols County"), the governing authority of Lowndes County, a body politic and a subdivision of the State of Georgia (herein referred to as "Lowndes County"), and the governing authority of Thomas County, a body politic and a subdivision of the State of Georgia (herein referred to as "Thomas County"), is hereby amended pursuant to Section 6.06 of the agreement by striking in its entirety Section 6.01 relating to Term of the agreement and inserting in lieu thereof the following:

**Section 6.01 Term.** The term of this agreement is 1 year beginning January 1, 2024 and ending December 31, 2024. This agreement may be renewed by the Public Defender Office by providing written notice to each of the county representatives designated in Section 6.05 within 30 days prior to the expiration of the agreement in accordance with Section 6.06. This agreement may also be renewed when the annual budget has been agreed to by all parties. Notice of the renewal will be sent by the Public Defender to the representatives of the parties identified in Section 6.05.

In addition, the parties to this agreement acknowledge and consent to the continued rollover of the county's surplus funds, if any, from the previous calendar year budgets to be retained on behalf of the Public Defender Program for FY 2024-2025.

**IN WITNESS WHEREOF**, the parties have each here unto affixed their signatures.

ATTEST:

LOWNDES COUNTY

\_\_\_\_\_  
Belinda C. Lovern  
County Clerk

BY: \_\_\_\_\_  
Bill Slaughter, Chairman  
Board of Commissioners

\_\_\_\_\_  
Date

**AMENDMENT TO THE GEORGIA INDIGENT DEFENSE SERVICES AGREEMENT FOR THE ADMINISTRATION OF OPERATING EXPENSES**

**THE AGREEMENT** entered on the 31<sup>st</sup> day of January, 2011, among the Georgia Public Defender Standards Council, now revised to the Georgia Public Defender Council (herein referred to as “**GPDC**”), the Circuit Public Defender Office of the Southern Judicial Circuit (herein referred to as “the **Public Defender Office**”), the governing authority of Brooks County, a body politic and a subdivision of the State of Georgia (herein referred to as “**Brooks County**”), the governing authority of Echols County, a body politic and a subdivision of the State of Georgia (herein referred to as “**Echols County**”), and the governing authority of Lowndes County, a body politic and a subdivision of the State of Georgia (herein referred to as “**Lowndes County**”), Brooks, Echols and Lowndes Counties are herein referred to collectively as “the **Counties**,” is hereby amended pursuant to Section 2.01 of the agreement by striking in its entirety Section 2.01 relating to Term of the agreement and inserting in lieu thereof the following:

**Section 2:01 Term.** The term of this agreement is 1 year beginning January 1, 2024 and ending December 31, 2024. This agreement may be renewed when the annual budget has been agreed to by all parties.

**IN WITNESS WHEREOF**, the parties have each here unto affixed their signatures.

ATTEST:

Circuit Public Defender  
Southern Judicial Circuit

\_\_\_\_\_

BY:

\_\_\_\_\_  
Wade Krueger  
Circuit Public Defender

\_\_\_\_\_  
Date

ATTEST:

Georgia Public Defender Council

\_\_\_\_\_

BY:

\_\_\_\_\_  
Omotayo B. Alli  
Executive Director

\_\_\_\_\_  
Date

ATTEST:

LOWNDES COUNTY

\_\_\_\_\_  
Belinda C. Lovern  
County Clerk

BY: \_\_\_\_\_  
Bill Slaughter, Chairman  
Board of Commissioners

\_\_\_\_\_  
Date

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Approval of Solicitor General's FY24 VOCA Grant Award

DATE OF MEETING: January 8, 2024

Work Session/Regular Session

BUDGET IMPACT: \$33,232.00

FUNDING SOURCE:

- Annual \$33,232.00 Cash Match
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Approval of SG's FY24 VOCA Grant Award

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HISTORY, FACTS AND ISSUES: The Solicitor-General's Office has been a recipient of the Federal Victims of Crime Act (VOCA) funds since 2014. This grant is vital in sustaining the Victim Services Program as it funds two of the SG's Victim Advocates. Over the last couple of years, the Federal Crime Victims Fund that supports the VOCA grant has declined significantly and the deposits that are currently going into the fund are not expected to sustain awards to states at their current levels. The Prosecuting Attorney's Council (PAC) has informed the Solicitor-General's Office that the FY24 VOCA Award will be in the amount of \$75,020.00, which results in a significant cut in federal funds when compared to previous years. The FY23 VOCA Award was funded at \$98,691.00. This cut in federal funding represents a decrease in the amount of \$23,671.00. The previous cash match required by the County for the VOCA Grant was \$6,000.00. However, due to cuts in funding and in order for the Victim Advocates to receive their raises that have already been accounted for in the County's 2023-2024 FY Budget, the county would be required to provide a cash match of \$33,232.00. The performance period for this grant runs from October 1, 2023-September 30, 2024. The Solicitor General's office requests the board's approval of the FY24 VOCA Grant Award and permission for the Chairman to sign all necessary documents to be included in the award packet.

OPTIONS: 1. Approve SG's FY24 VOCA Grant Award.  
2. Board's Pleasure

RECOMMENDED ACTION: Option 1

DEPARTMENT: Solicitor-General

DEPARTMENT HEAD: Justo C. Cabral, III

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:



# PAC

Prosecuting  
Attorneys'  
Council of Georgia

*Seeking Justice with Honor*

**PETER J. SKANDALAKIS**  
Executive Director

December 6, 2024

**TASHA M. MOSLEY**  
Chair  
District Attorney  
Clayton Judicial Circuit

Re: Federal Fiscal Year 2024 VOCA Allocation - October 1, 2023 through September 30, 2024

**KEITH E. GAMMAGE**  
Vice Chair  
Solicitor-General  
Fullton County

Dear Lowndes Solicitor-General's Office:

**LEIGH PATTERSON**  
Secretary  
District Attorney  
Rome Judicial Circuit

It is my pleasure to inform you that the Criminal Justice Coordinating Council (CJCC) has approved the Federal Fiscal Year 2024 VOCA Continuation funding applications as submitted by the Prosecuting Attorneys' Council of Georgia (PAC). Therefore, your office has been selected to receive a portion of those funds. Below are the specifics with regard to your allocation of the statewide grant distribution.

**JONATHAN L. ADAMS**  
District Attorney  
Towallga Judicial Circuit

County: Lowndes

Implementing Prosecuting Attorney: **Solicitor-General Justo Cabral**

Grant Period: **October 1, 2023 through September 30, 2024**

**SHERRY BOSTON**  
District Attorney  
Stone Mountain Judicial Circuit

**Allocation 1**

VOCA Federal Funds: **\$75,020**

VOCA Waived Match Funds: **\$18,755**

CJCC Sub-Grant Number: **C23-8-101**

Federal Grant Number: **TBD**

CFDA Number: **16.575**

**MARIE G. BRODER**  
District Attorney  
Griffin Judicial Circuit

**TODD HAYES**  
Solicitor-General  
Cherokee County

**BRADFORD L. RIGBY**  
District Attorney  
Cordele Judicial Circuit

The activation documents (see included checklist for guidelines on submitting documents) must be returned to PAC by **January 31, 2024**. If you have any questions, please contact Sarai Leonides Medina at [sleonides@pacga.org](mailto:sleonides@pacga.org) or at (770) 282-6290.

**SANDY WISEBAKER**  
Solicitor-General  
Coweta County

Sincerely,

Peter J. Skandalakis  
Executive Director  
Prosecuting Attorneys' Council of Georgia

LOWNDES COUNTY SOLICITOR-GENERAL'S OFFICE	
CURRENT FY23 VOCA AWARD:	\$98,691
FY24 PROJECTED AWARD:	\$75,020
IMPACT (DECREASE TO BUDGET):	\$23,671

**FY23 VOCA AWARD**

Personnel and Fringe Benefits	\$93,535
Travel (Training)	\$4,316
Other (Registration Costs)	\$840
Total Federal Funds	\$98,691

Cash Match \$6,000  
*(Covered health ins.)*

**FY24 VOCA PROJECTED AWARD (With Cut)**

Personnel and Fringe Benefits	\$75,020
Travel (Training)	
Other (Registration Costs)	
Total Federal Funds	\$75,020

Amount of Previous Cash Match	\$6,000
Total amount for raises for 2 VA's	\$3,561
Amount of VOCA Cuts	\$23,671
<b>Total Cash Match Needed</b>	<b>\$33,232</b>

Compared to the FY23 VOCA Award, for the FY24 VOCA Grant:  
 We will need an additional \$27,232 from the county in Cash Match Funds  
 for a Total Cash Match of \$33,232.

*We received a cut of \$23,671 in Federal Funds for the FY24 (October 01, 2023-September 30, 2024).*

*\*\*\*The county approved a Cash Match of \$9,561 for VOCA in the County's 2024 FY Budget. This includes the \$6,000 needed for insurance premiums and \$3,561 for a raise for the two grant funded Victim Advocates. They have not received a raise in 3 years.\*\*\**

*If we do not receive the additional cash match from the county, we will lose our Family Violence Specialist and Volunteer Coordinator (Ashley Anderson).*

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Francis Lake Warehouse Modifications Bids

DATE OF MEETING: January 8, 2024

Work Session/Regular Session

BUDGET IMPACT: \$397,980.00

FUNDING SOURCE:

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

COUNTY ACTION REQUESTED ON: Francis Lake Warehouse

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HISTORY, FACTS AND ISSUES: The project consists of enclosing the open bay of the existing metal building and improvements including a new monorail beam, insulation, lighting, and ventilation. Additional site work includes grading, asphalt paving, a new pump wash basin, a new sanitary drain, and a new pump storage shelter structure. All bidders have acknowledged Addendums and submitted 5% Bid Bonds

Chuck Smith and Son Construction - \$395,980.00

Lift Station +\$1,000.00

Spray Foam +\$1,000.00

3D Construction - \$398,340.00

Lift Station +\$1,500.00

Spray Foam +\$3,600.00

Kellerman Construction, Inc - \$438,328.00

Lift Station +\$3,895.00

Spray Foam +\$3,604.00

Gideon Constructors LLC - \$479,375.00

Lift Station +\$5,162.00

Spray Foam +\$6,125.00

- OPTIONS: 1. Approve Chuck Smith and Son Construction as the low bidder and authorize the Chairman to sign the contract.  
2. Redirect.

RECOMMENDED ACTION: Approve  
Option 1

DEPARTMENT: Engineering

DEPARTMENT HEAD: Chad McLeod

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:



**SECTION C  
CONSTRUCTION CONTRACT**

FOR  
LOWNDES COUNTY BOARD OF COMMISSIONERS

**THIS AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, in the year 20 \_\_\_\_\_ and between **Lowndes County Board of Commissioners**, hereinafter called the OWNER, and **Chuck Smith and Son Construction, Inc.**, hereinafter called the CONTRACTOR, WITNESSETH, that the parties hereto do mutually agree as follows:

1. The CONTRACTOR shall furnish all permits, labor, materials, tools and equipment to perform all the work shown on the Contract Documents, which include: Drawing CS-1, C-0, C-1, C-2, C-3, S-0, S-1, S-2, S-3, S-4, A-1, A-2, A-3, M-1 and addendum No. 1 Dated 11/28/23 and the Specifications entitled **Francis Lake Warehouse Modifications for Lowndes County Board of Commissioners.**

Prepared by: Crews Engineering, Inc., who is referred to in the Contract Documents as the Engineer. It is the intent of the parties and it is hereby agreed that the CONTRACTOR shall perform all work covered by this contract and the Contract Documents.

2. The performance of this contract shall be commenced ten (10) days after notice to proceed is issued by the OWNER and shall be fully completed within 120 days of contract date, time being of the essence.

3. The OWNER shall pay the CONTRACTOR the sum of \$395,980.00 subject to adjustment by additive or deductive Change Orders. If required, due to conflict with existing buried utilities, add \$1,000 for installation of force main and lift station (owner to supply package e-one lift station). Additionally, if the owner accepts addendum No. 1 in lieu of repairing/ patching existing failing vinyl back roof insulation the contractor shall remove the existing failing insulation and apply spray foam roof insulation at roof for an additional \$1,000.00.

4. The OWNER shall make partial payment to the CONTRACTOR as follows:

On or about the fifteenth (15th) day of each month, ninety (90) per cent of the value of the labor and materials incorporated into the work and ninety (90) per cent of the value of the materials suitably stored at the site of the work, less the sum of all previous payment, upon receipt of an acceptable partial payment request approved by the Engineer. (In accordance with Section 13-10-2 of Georgia Code Annotated.)

5. Final payment under this contract will be due to the CONTRACTOR thirty (30) days after the issuance of the final certificate by the Engineer. The CONTRACTOR agrees that before applying for final payment, he will furnish to the OWNER the Statutory Affidavit, Non-Influence Affidavit, and the warranties and guaranties called for in the specifications.

6. By executing this contract, Contractor certifies that he shall provide a drug-free workplace for his employees and the employees of his subcontractors in accordance with the laws of the State of Georgia. The Contract Documents which form the basis of this contract shall be the plans and specifications as enumerated in project documents, together with the other documents so listed and enumerated, if any, and it is expressly understood that the general conditions contained in the specifications listed below are specifically made a part of this contract.

7. The OWNER and the CONTRACTOR hereby agree to the full performance of the conditions and stipulations contained herein.

Executed as of the day and year first above written.

OWNER: BOARD OF COMMISSIONERS  
LOWNDES COUNTY, GEORGIA

CONTRACTOR:  
CHUCK SMITH AND SON CONSTRUCTION, INC.

By: \_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
\_\_\_\_\_

Approved: \_\_\_\_\_  
\_\_\_\_\_

Approved: \_\_\_\_\_  
\_\_\_\_\_

**NON-INFLUENCE AFFIDAVIT**

COUNTY OF LOWNDES

STATE OF GEORGIA

I do solemnly swear on my oath that as to the Contract dated \_\_\_\_\_, 20\_\_\_\_,

between **Chuck Smith and Son Construction, Inc.** and the Owner, I have no knowledge of the exertion of any influence or the attempted exertion of any influence on the firm on behalf of which this affidavit is made in any way, manner, or form in the purchase of materials, equipment, or other items involved in construction, manufacture, or employment of labor under the aforesaid Contract by any employee, officer, or agent of the Owner, or any person connected with the Lowndes County, Georgia Government in any way whatsoever.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature (L.S.)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Firm

COUNTY OF LOWNDES

STATE OF GEORGIA

Personally before me, the undersigned authority, appeared \_\_\_\_\_  
(NAME OF PERSON SIGNING THE AFFIDAVIT)

who is known to me to be an official of the firm of \_\_\_\_\_,  
(NAME OF CONTRACTOR)

and who, after being duly sworn, stated on his oath that he had read the above statement and that the same is true and correct.

\_\_\_\_\_  
Notary Public

My Commission expires \_\_\_\_\_

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**STATUTORY AFFIDAVIT**

COUNTY OF LOWNDES

STATE OF GEORGIA

FROM: Chuck Smith and Son Construction, Inc. TO: Lowndes County Board of Commissioners  
Contractor Owner

Re: Contract entered into the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
between the above-mentioned parties for the construction of Project No. 40.2301 located at 5333 Mill Store Road, Lake Park, Georgia

**KNOW ALL MEN BY THESE PRESENTS:**

1. The undersigned hereby certifies that all work required under the above Contract has been performed in accordance with the terms thereof, that all Subcontractors, Suppliers, Trade Contractors, mechanics, and laborers have been paid and satisfied in full, or will be paid and satisfied in full out of the proceeds of this payment as set forth in O.C.G.A. §13-10-80, and that there are no outstanding claims of any character [including disputed claims or any claims to which the Contractor has or will assert any defense] arising out of the performance of the Contract which have not been paid and satisfied in full except as listed herein below:

**Names of claimants:**

2. The undersigned further certifies that to the best of his knowledge and belief there are no unsatisfied claims for damages resulting from injury or death to any employees, Subcontractors, or the public at large arising out of the performance of the contract, or any suits or claims for any other damage of any kind, nature, or description which might constitute a lien upon the property of the Owner.

3. The undersigned makes this affidavit for the purpose of receiving final payment in full settlement of all claims against the Owner arising under or by virtue of the contract, and acceptance of such payment is acknowledged as a release of the Owner from any and all claims arising under or by virtue of the contract.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_(L.S.)  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Firm

COUNTY OF LOWNDES, STATE OF GEORGIA

Personally before me, the undersigned authority, appeared

\_\_\_\_\_  
(NAME OF PERSON SIGNING THE AFFIDAVIT)

who is known to me to be an official of the firm of CHUCK SMITH AND SON CONSTRUCTION, INC. and who, after being duly sworn, stated on his oath that he had read the above statement and that the same is true and correct.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My Commission expires