

PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

Agenda

Tuesday, November 21, 2023 ♦ 6:00 PM

Putnam County Administration Building – Room 203

Opening

1. Call to Order
2. Approval of Agenda
3. Invocation - Pastor James Smith - Wesley Chapel United Methodist Church
4. Pledge of Allegiance (GM)
5. Special Presentation - Henry R. Craig, Baldwin County Commissioner and ACCG President

Zoning Public Hearing

6. Request by Brandon Burgess, agent for Brett Mauldin, to rezone 1.21 acres on Harmony Road from C-1 to C-2 [Map 102A, Parcel 172, District 3] (staff-P&D)
7. Request by Rick McAllister, Agent for Nell J. McDonald to rezone 5.31 acres at 331 New Phoenix Road from AG to C-1 [Map 105, Parcel 016, District 1] (staff-P&D)

Code of Ordinances Public Hearing

8. Proposed adoption of changes to the Putnam County Code of Ordinances - Chapter 32 (Fire Protection and Prevention)

Regular Business Meeting

9. Public Comments
10. Consent Agenda
 - a. Approval of Minutes - November 3, 2023 Regular Meeting (staff-CC)
 - b. Approval of Minutes - November 3, 2023 Executive Session (staff-CC)
 - c. Approval of 2024 Alcohol License(s) (staff-CC)
 - d. Authorization for Chairman to sign Agreement between Putnam County Transit and Georgia DOT for Transit Trust Fund Program Allocation (staff-Transit)
11. Request for final plat subdivision approval - Section E - Phase 2 Cuscowilla on Lake Oconee (staff - P&D)
12. Authorization for Chairman to sign Resolution Calling a Referendum to Authorize the Issuance of General Obligation Bonds (staff-CM)
13. Discussion and possible action regarding proposal from Holland & Knight (staff-CM)
14. Authorization for Chairman to sign Eighth Amendment to Exclusive Contract for Solid Waste and Recycling Collection Services (staff-CM)

Reports/Announcements

15. County Manager Report
16. County Attorney Report
17. Commissioner Announcements

Closing

18. Adjournment

The Board of Commissioners reserves the right to continue the meeting to another time and place in the event the number of people in attendance at the meeting, including the Board of Commissioners, staff, and members of the public exceeds the legal limits. The meeting cannot be closed to the public except by a majority vote of a quorum present for the meeting. The board can vote to go into an executive session on a legally exempt matter during a public meeting even if not advertised or listed on the agenda. Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the ADA Compliance Officer, at least three business days in advance of the meeting at 706-485-2776 to allow the County to make reasonable accommodations for those persons.

File Attachments for Item:

6. Request by Brandon Burgess, agent for Brett Mauldin, to rezone 1.21 acres on Harmony Road from C-1 to C-2 [Map 102A, Parcel 172, District 3] (staff-P&D)

Request by Brandon Burgess, agent for Brett Mauldin, to rezone 1.21 acres on Harmony Road from C-1 to C-2. [Map 102A, Parcel 172, District 3].

PLANNING & DEVELOPMENT-LISA JACKSON STAFF RECOMMENDATION:

Mr. Burgess is requesting to rezone this property on behalf of Brett Mauldin with Marble Works Inc. If approved, this parcel will be combined with an adjacent C-2 parcel to expand their solid surface countertop, flooring retail, and manufacturing business to accommodate their continued growth.

As stated in the letter of intent, the applicant is proposing to combine the 1.21-acre C-1 parcel on Harmony Road with the adjacent C-2 parcel at 141 Sammons Parkway to expand the existing business. However, the two parcels must have the same zoning classification to be combined. The applicant's existing business consists of outside display which is consistent with the allowed uses in C-2 as listed in [Sec. 66-106 Uses allowed](#). The proposed property is located in the business district on Harmony Road, where there is a combination of C-1 and C-2 zoned parcels. Therefore, the proposed use is suitable in view of the adjacent and nearby properties and will not adversely affect the existing use, value, or usability of the properties. Additionally, the proposed use should not cause any excessive or burdensome use of public facilities or services. The Future Land Use Comprehensive Plan projects the future use as industrial, and the proposed zoning district allows compatible light industrial uses.

The staff recommendation is for approval to rezone 1.21 acres on Harmony Road from C-1 to C-2. [Map 102A, Parcel 172, District 3].

PLANNING & ZONING COMMISSION RECOMMENDATION:

The Planning & Zoning Commission's recommendation is for approval to rezone 1.21 acres from C-1 to C-2 on Harmony Road [Map 102A, Parcel 172, District 3].



GEOGRAPHIC FEATURE LEGEND

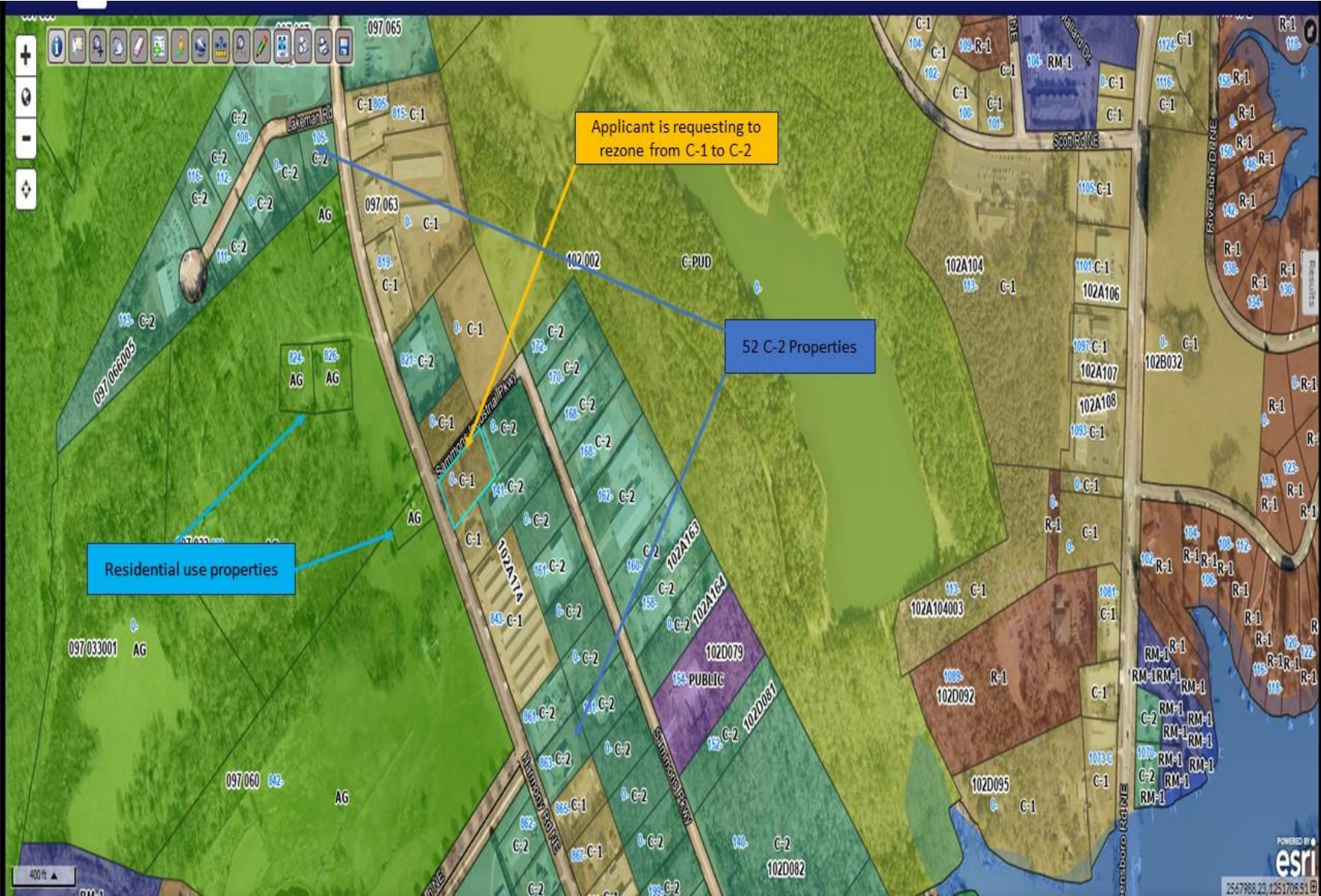
Estonton Limits	Agriculture/Forestry	Mixed Use	Residential
County Boundary	Commercial	Park/Recreation/Conservation	Transportation/Communication/Utilities
Roads	Industrial	Public/Institutional	Undeveloped/Vacant
Parcels			
Parcel Hooks			

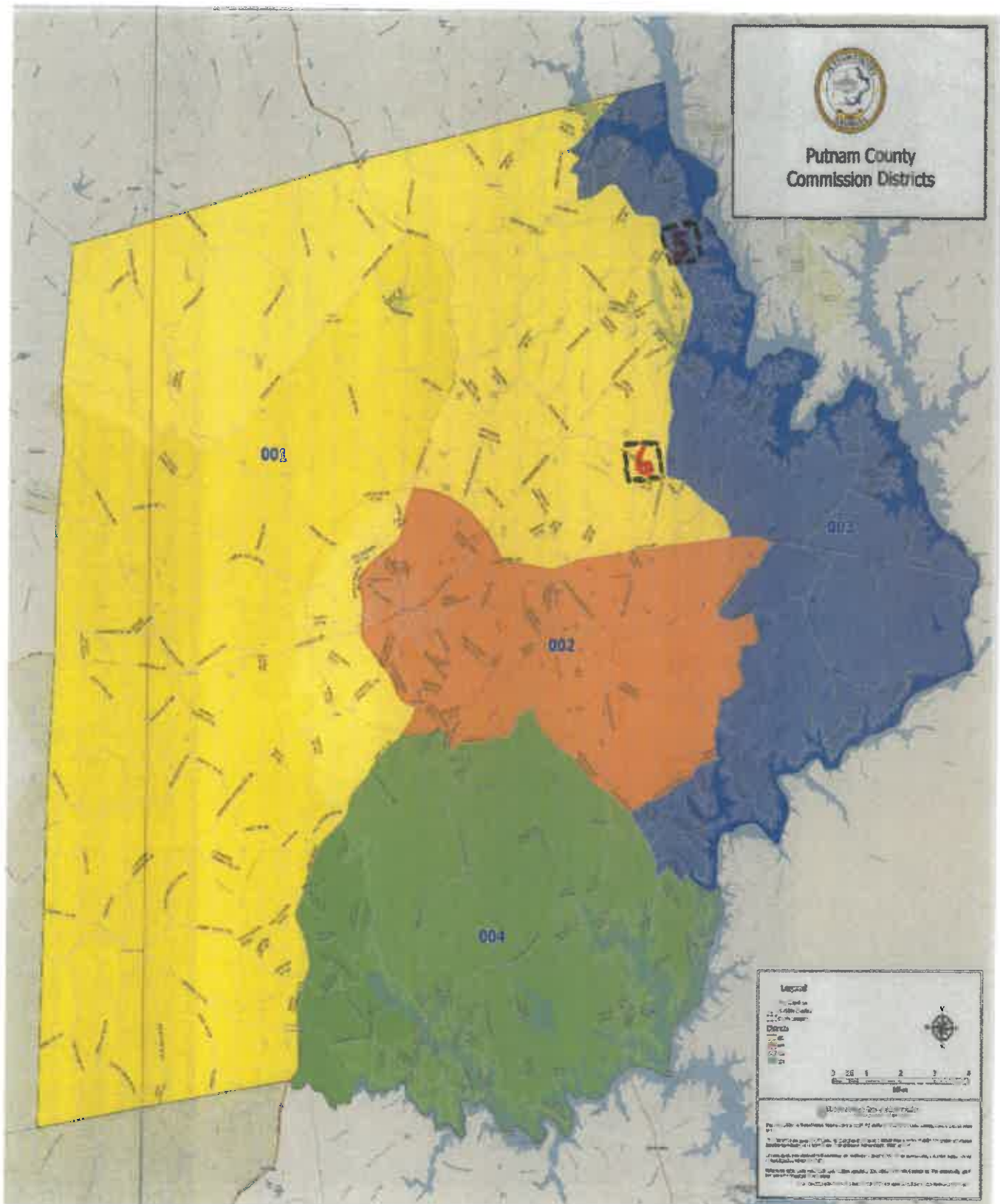
MGRC
Middle Georgia Regional Commission
175 Emory Hwy
Suite C
Macon, Georgia 31217
(478) 751-4150
Web:
www.middlegeorgia.org

PUTNAM COUNTY, GEORGIA
FUTURE LAND USE MAPS

MAP 102A

MAP SCALE: 1" = 200' SCALE RATIO: 1:2,400 DATE: OCTOBER 2023





5. Request by **Brandon Burgess**, agent for **Brett Mauldin** to rezone 1.21 acres on **Harmony Road** from **C-1** to **C-2**. [Map 102A, Parcel 172, District 3].
6. Request by **Rick McAllister**, agent for **Nell J. McDonald** to rezone 5.31 acres at **331 New Phoenix Road** from **AG** to **C-1**. [Map 105, Parcel 016, District 1].*



PUTNAM COUNTY PLANNING & DEVELOPMENT

117 Putnam Drive, Suite B ♦ Eatonton, GA 31024

Tel: 706-485-2776 ♦ 706-485-0552 fax ♦ www.putnamcountyga.us

APPLICATION FOR REZONING

REZONING

2023-Rezone-34

APPLICATION NO. PLAN2023-01496

DATE: 9/28/2023

MAP _____ PARCEL 102A172

ZONING DISTRICT C-1

1. Owner Name: Brett Mauldin
2. Applicant Name (If different from above): Brandon Burgess
3. Mailing Address: 166 Sammons Industrial Parkway Eatonton, GA 31024
4. Email Address: bburgess@landmark-cd.com
5. Phone: (home) _____ (office) 478-986-4622 (cell) [REDACTED]
6. The location of the subject property, including street number, if any: Harmony Road Eatonton, GA 31024
7. The area of land proposed to be rezoned (stated in square feet if less than one acre):
1.21
8. The proposed zoning district desired: C-2
9. The purpose of this rezoning is (Attach Letter of Intent)

10. Present use of property: Vacant Desired use of property: Sales/Storage
11. Existing zoning district classification of the property and adjacent properties:
Existing: C-1
North: C-2 South: Ag East: C-2 West: C-1
12. Copy of warranty deed for proof of ownership and if not owned by applicant, please attach a signed and notarized letter of agency from each property owner for all property sought to be rezoned.
13. Legal description and recorded plat of the property to be rezoned.
14. The Comprehensive Plan Future Land Use Map category in which the property is located. (If more than one category applies, the areas in each category are to be illustrated on the concept plan. See concept plan insert.): _____
15. A detailed description of existing land uses: The land currently sits vacant but is owned by the adjoining property. They operate a solid surface counter top and flooring business at this location.
16. Source of domestic water supply: well _____, community water _____, or private provider X.



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If source is not an existing system, please provide a letter from provider.

17. Provision for sanitary sewage disposal: septic system X, or sewer _____. If sewer, please provide name of company providing same, or, if new development, provide a letter from sewer provider.

18. Complete attachment of Disclosure of Campaign Contributions Form by the applicant and/or the applicant's attorney as required by the Georgia Conflict of Interest in Zoning Act (O.C.G.A. 36-67A).

19. The application designation, date of application and action taken on all prior applications filed for rezoning for all or part of the subject property. (Please attach on separate sheet.)

20. Proof that property taxes for the parcel(s) in question have been paid.

21. Concept plan.

- If the application is for less than 25 single-family residential lots, a concept plan need not be submitted. (See attachment.)
- A concept plan may be required for commercial development at director's discretion

22. Impact analysis.

- If the application is for less than 25 single-family residential lots, an impact analysis need not be submitted. (See attachment.)
- An Impact analysis (including a traffic study) is required when rezoning from residential zoned or used property to commercial or industrial districts.

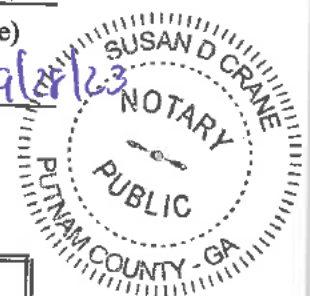
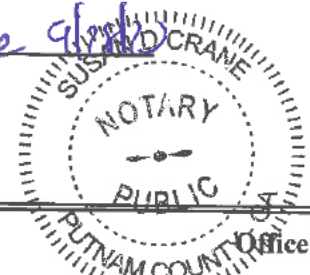
THE ABOVE STATEMENTS AND ACCOMPANYING MATERIALS ARE COMPLETE AND ACCURATE. APPLICANT HEREBY GRANTS PERMISSION FOR PLANNING AND DEVELOPMENT PERSONNEL OR ANY LEGAL REPRESENTATIVE OF PUTNAM COUNTY TO ENTER UPON AND INSPECT THE PROPERTY FOR ALL PURPOSES ALLOWED AND REQUIRED BY THE PUTNAM COUNTY CODE OF ORDINANCES.

[Signature] 9/28/23
Signature (Property Owner) (Date)

[Signature] 9/28/2023
Signature (Applicant) (Date)

Suzanne Crane 9/28/23
Notary Public

Suzanne Crane 9/28/23
Notary Public



Office Use

Paid: \$ 275.00 (cash) _____ (check) 5778 (credit card) _____

Receipt No. 7871 Date Paid: 9/28/23

Date Application Received: 9/28/23

Reviewed for completeness by: Angela Waldrop

Date of BOC hearing: _____ Date submitted to newspaper: _____

Date sign posted on property: _____ Picture attached: yes _____ no _____

Letter of Intent

Brett Mauldin, Represented by Landmark Construction and Development
Harmony Road (Parcel 102A172)
Eatonton, GA 31024
September 28, 2023

Putnam County Planning and Development
Director Lisa Jackson
117 Putnam Dr. Suite B
Eatonton, GA 31024

Landmark Construction and Development is representing Brett Mauldin with Marble Works Inc. They own the adjacent properties and operate a solid surface countertop and flooring retail and manufacturing business on those parcels.

Their business is expanding and in order to continue with their growth they need to expand the storage and manufacturing facility. In order to do that they need to move parcel lines to make parcel 102A168 larger to accommodate a building expansion. At this time the final building design/size is not complete but the first step is to have the parcels zoned the same so we can move the property line.

I have attached the existing plat and have dictated the approximate location of where the line will be moved if the rezoning application is approved. If the rezoning is approved, we will file for a replat of the parcel lines to reflect the submitted sketch.

If you would like any additional information about this request, you can telephone me at 478-973-8829.

Sincerely,



Brandon Burgess
Landmark Construction and Development

RCVD 2023 SEP 28



Cross Ref:
PLAT 37/9

DDC# 000026
FILED IN OFFICE
1/6/2020 11:25 AM
BK:973 PG:115-116
SHEILA H. PERRY
CLERK OF COURT
PUTNAM COUNTY *SEN*

Putnam County, Georgia
Real Estate Transfer Tax

Paid \$ *60*

Date *1/6/2020*

Brett L. Mauldin
(Deputy) Clerk of Superior Court

PT61-117-2019-001996

STATE OF GEORGIA
COUNTY OF PUTNAM

THIS INSTRUMENT WAS PREPARED BY AND SHOULD BE RETURNED TO:
RUSSELL W. WALL
LAW OFFICE OF RUSSELL W. WALL, LLC
122 NORTH MAIN STREET, SUITE B
GREENSBORO, GEORGIA 30642
(706) 453-0089
FILE NO.: 191078 Mauldin

LIMITED WARRANTY DEED

THIS INDENTURE is made and entered into as of the 23 day of December, 2019, by and between Marke H. Baker, Grantor, and Brett L. Mauldin, Grantee.

WITNESSETH

That the said Grantor, for and in consideration of Ten Dollars (\$10.00) and other good and valuable consideration, at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does hereby grant, bargain, sell, alien, convey and confirm unto the said Grantee the following described property:

All that tract or parcel of land lying and being in Putnam County, Georgia, and being designated as Lot 15 of Block B, of Section 1 of Oconee Woods Subdivision, as shown on a plat of survey recorded in Plat Book 14, Page 63, of the Putnam County Superior Court Records which was made by Brett Cunningham, Georgia Registered Land Surveyor, and dated January 27, 1987. Said plat is referred to for the purpose of a more complete and accurate description and is being incorporated herein by reference thereto, and also the plat recorded in Plat Book 14, Page 62, Clerks Office, Putnam County Superior Court.

Subject to all covenants, easements, and restrictions of record.

Prior Deed References: Deed Book 193, Page 284, said records.

TAX MAP / PARCEL I.D. NO. 102A172

TO HAVE AND TO HOLD the said described property, with all and singular the rights, members and appurtenances thereunto appertaining, to the only proper use, benefit and behoof of the said Grantee, his heirs, successors and assigns, in Fee Simple.

And the said Grantor warrants and will forever defend the right and title to the said property conveyed hereby unto the said Grantee, his heirs, successors and assigns, against the lawful claims of all persons claiming by, through, and under Grantor.

RCUD 2023 SEP 28

RE

IN WITNESS WHEREOF, the Grantor has hereunto set his hand, affixed his seal and delivered these presents on the day and year first written above.

Signed, sealed and delivered in the presence of:

[Handwritten signature]

Witness

[Handwritten signature]

Mark H. Baker

[Handwritten signature]

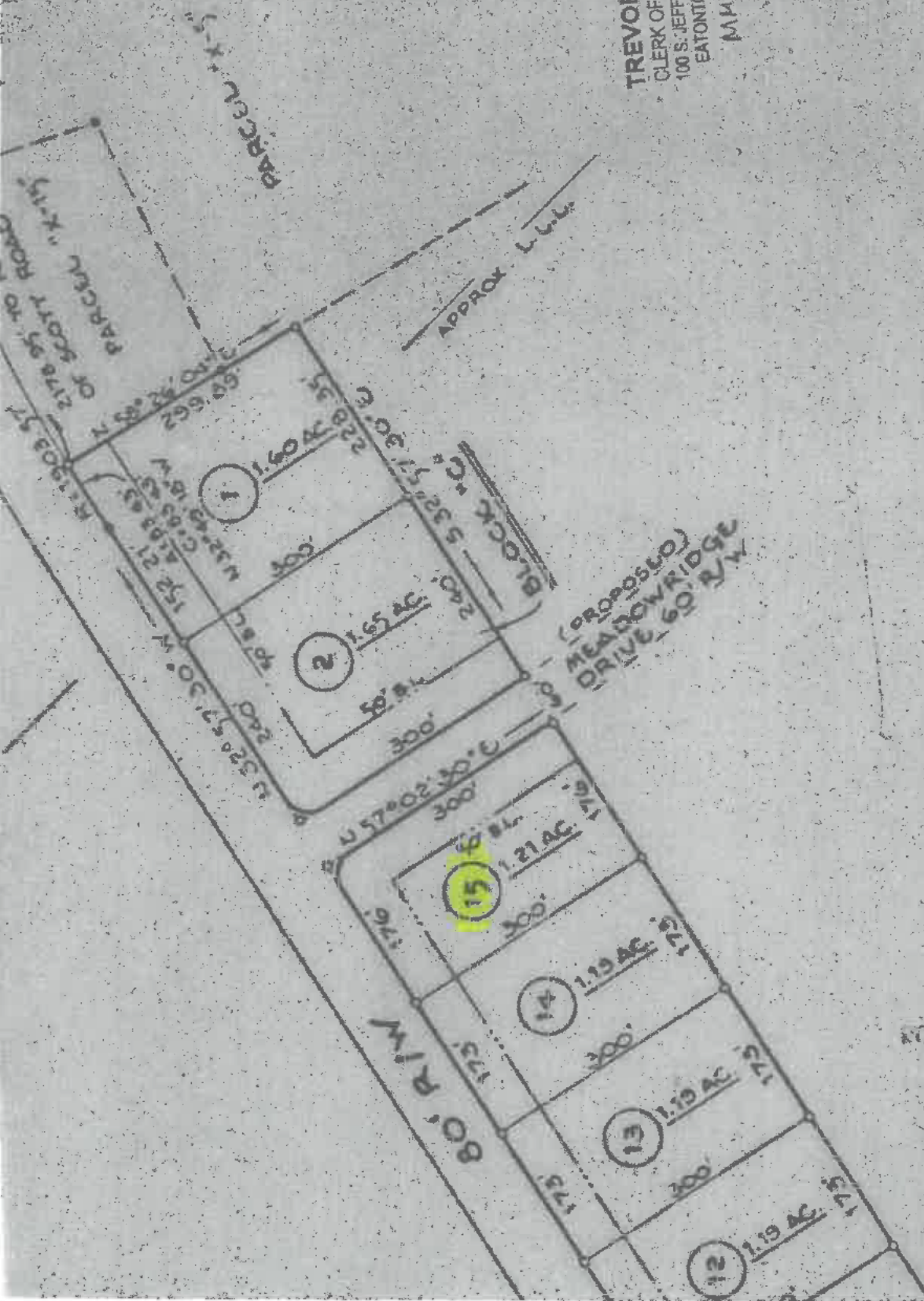
Notary Public



RCVD 2023 SEP 28

[Handwritten initials]

TREVOR J. ADDISON
CLERK OF SUPERIOR COURT
100 S. JEFFERSON AVE., STE 236
EATONTON, GEORGIA 31024
MMG 8/12/2023



NOV 2023 5:00 PM

[Handwritten signature]

ops, inc

INTERNET TAX RECEIPT

OCONEE WOODS
102A 172

2022 014971
MAULDIN BRETT L

DESCRIPTION	TAX AMOUNT	EXEMPTION	MILLAGE
FAIR MARKET VALUE	\$175,000		
COUNTY	\$474.53	\$0.00	6.779
SCHOOL	\$903.00	\$0.00	12.9
SPEC SERV	\$28.00	\$0.00	0.4

ORIGINAL TAX DUE
\$1,405.53
INTEREST
COLLECTION COST
FIFA CHARGE
PENALTY
TOTAL PAID
\$1,405.53
TOTAL DUE
\$0.00

TO MAULDIN BRETT L
985 SAYE CREEK DR
MADISON, GA 30650

FROM Putnam County Tax Commissioner
100 South Jefferson Ave Suite 207
Eatonton, GA 31024-1081
(706) 485-5441



Date Paid: 11/9/2022



Scan this code with
your mobile phone
to view this bill

INTERNET TAX RECEIPT

RCVD 2023 SEP 28

DE



PUTNAM COUNTY PLANNING & DEVELOPMENT

117 Putnam Drive, Suite B ♦ Eatonton, GA 31024

Tel: 706-485-2776 ♦ 706-485-0552 fax ♦ www.putnamcountyga.us

DISCLOSURE OF APPLICANT'S CAMPAIGN CONTRIBUTION

The *Putnam County Code of Ordinances*, Section 66-167(c) states as follows:

“When any applicant or his attorney for a rezoning action has made, within two years immediately preceding the filing of that applicant’s application for the rezoning action, campaign contributions aggregating \$250.00 or more to a local government official who will consider the application, it shall be the duty of the applicant to file a disclosure report with the governing authority of the respective local government showing:

a. The name and official position of the local government official to whom the campaign contribution was made; and

b. The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution. The disclosures required by this section shall be filed within ten days after an application for the rezoning action is first filed.”

1. Name: Brandon Burgess

2. Address: 166 Sammons Industrial Parkway
Eatonton, GA 31024

3. Have you given contributions that aggregated \$250.00 or more within two years immediately preceding the filing of the attached application to a candidate that will hear the proposed application? Yes No If yes, who did you make the contributions to? _____

Signature of Applicant: 
Date: 9 / 28 / 2025

eFiled & eRecorded
DATE: 10/26/2020
TIME: 4:30 PM
PLAT BOOK: 00037
PAGE: 00009
RECORDING FEES: \$10.00
PARTICIPANT ID: 3134240975
CLERK: Shella H. Perry
Putnam County, GA

For Clerk of Courts Stamp

**** Recombination Plat ****

As required by subsection (c) of O.C.G.A. Section 15-8-87, this plat has been prepared by a land surveyor and approved by all qualified local jurisdictions for recording as evidenced by approval certificates, signatures, stamps, or statements herein. Such approvals or affirmations should be consistent with the appropriate governmental bodies by any purchaser or user of this plat as to intended use or any parcel. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property survey in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-8-87.

A. Kyle Caldwell
Kyle Caldwell, GA RLS 3023 Date: 07/20/2020

Lots 14 & 15
- Section 1, Block B -
Ocoosa Woods S/D

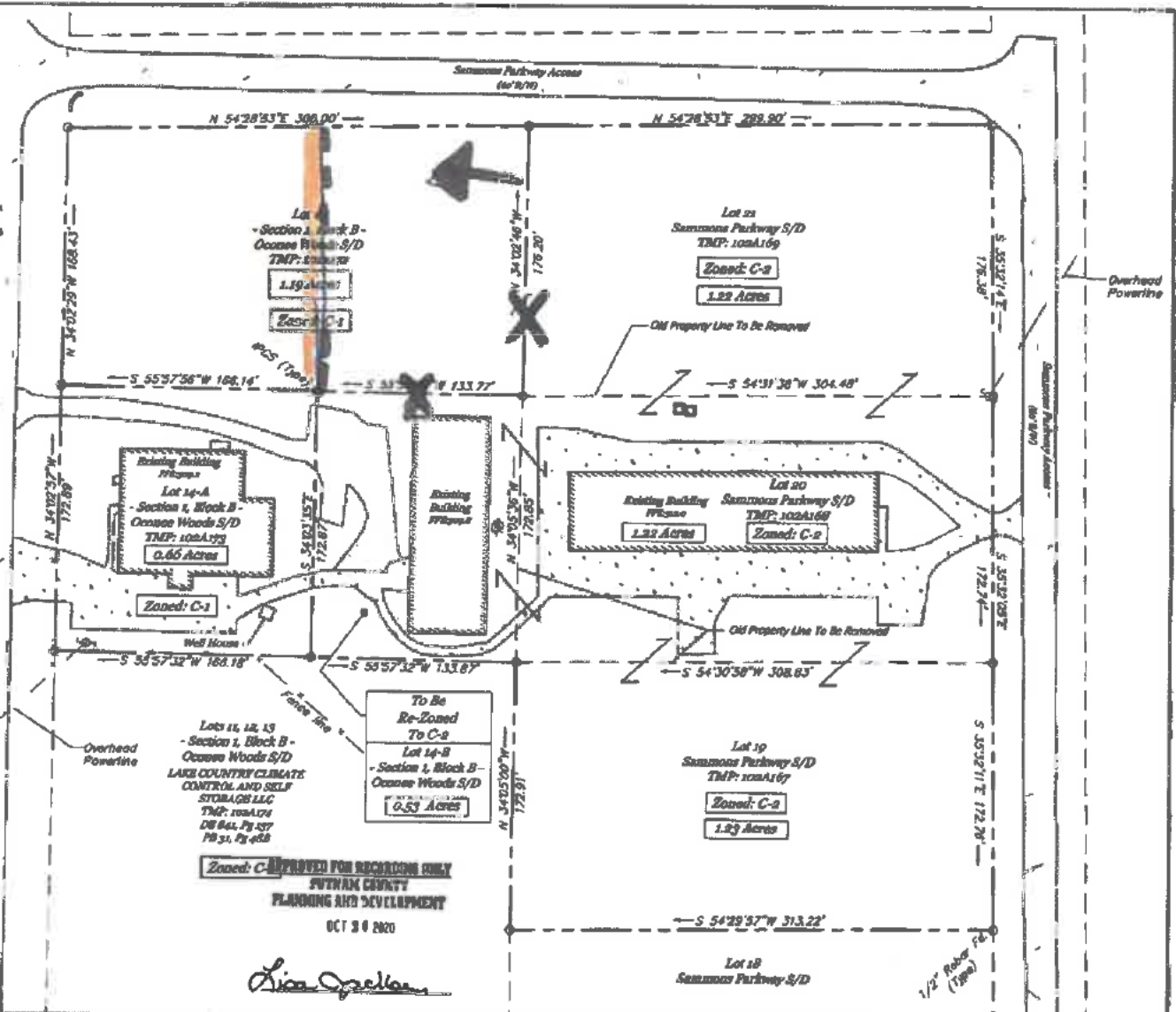
Lots 19, 20, 21,
Sammons Parkway S/D



Legend	
⊕	Iron Pin & Cap Set
○	Iron Pin Found
□	Conc. N/W Monument
△	Mag. Nail
▲	Computed Point
⊙	Power Pole
⊞	Power Transformer
⊚	Utility Riser
⊕	Light Pole
⊖	Water Valve
⊗	Sewer Manhole
⊙	Water Meter
⊕	Fire Hydrant
⊙	Existing Tree
⊖	Swamp

Zoned: C-1 & C-2	
AREA SUMMARY	
Lot Area	
14-15	0.65
19	1.23
20	1.22
21	1.22
Total = 4.20 Acres	

Survey References:
DB 373, Pg 113
DB 844, Pg 716
DB 123, 277
DB 506, Pg 777
DB 944, Pg 716
PB 27, Pg 220



Recombination Survey For

Marble Works & Brett Mauldin

C & A Cowherd & Associates
A Land Surveyors

Site Planning - Boundary surveys - Tree Surveys
Plot Plans - Topographical Surveys - Subdivisions
2000 Bluffs Road - Union Point, Ga 30888 - (706)-817-2301

COPYRIGHT © 2020 BY Cowherd & Associates, LLC
Georgia Certificate of Authorization No. LSF000739
dba Cowherd & Associates Land Surveyors
ALL RIGHTS RESERVED

G.M.B. 1389 Putnam County, Georgia

Address: 841 Harmony Road Eatonton, Ga 31024

Job No. 2020-109

Tax Map Parcel Number (BNA) 67-49 & 78-72

Field work date: 07/10/2020

Final plat date: 07/20/2020

Plat Revision Date:

Graphic Scale: Scale 1" = 50'

0 25 50 100 150

The public records referenced on this plat are the only ones used and/or necessary to the establishment of the boundary of this property. They are not and do not constitute a title search. This plat is subject to all laws, ordinances, right-of-way, and easements public and private. This plat or survey is intended for the sole use of the spaces listed herein any other use is strictly prohibited. In my professional opinion this plat is a true and correct representation of the land plotted. The field data upon which this map or plat is based has a closure percentage of 1/64 per 50 parts per million. This map or plat has been calculated for closure and is found to be accurate to within one foot in 133,481 feet. All underground utilities are not shown herein. This surveyor does not verify or guarantee the size, shape, pressure, material, and direction of any underground utility.

Q/S = Offset
P.A. = Property Line
C.A. = Corner
C&G = Corn & Gutter
U/P = Underground Power
L/P = Chain Link Fence

R/W = Right of Way
P.B.E. = Point of Beginning
P.G.C. = Point of Commencement
2nd = 2nd Step Parcel Number
BB = Minimum Building Setback Line
G = Gate Post C&G = Catch Basin

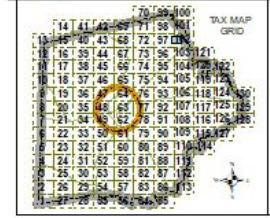
Flood Hazard Note:
No portion of this property lies within a Flood Hazard Zone "A" as shown on F.I.R.M. Map #13237C0075C with an Effective Date of September 28, 2006.

Equipment Used:
 Carlson Robotic Total Sta.
 Topcon 2110
 Carlson GPS w/RTK

Legend	
⊕	Iron Pin & Cap Set
○	Iron Pin Found
□	Conc. N/W Monument
△	Mag. Nail Found
▲	Computed Point
⊙	Power Pole
⊞	Power Transformer
⊚	Utility Riser
⊕	Light Pole
⊖	Water Valve
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RECORDED 2020 SEP 28



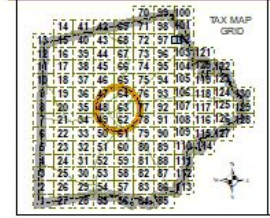
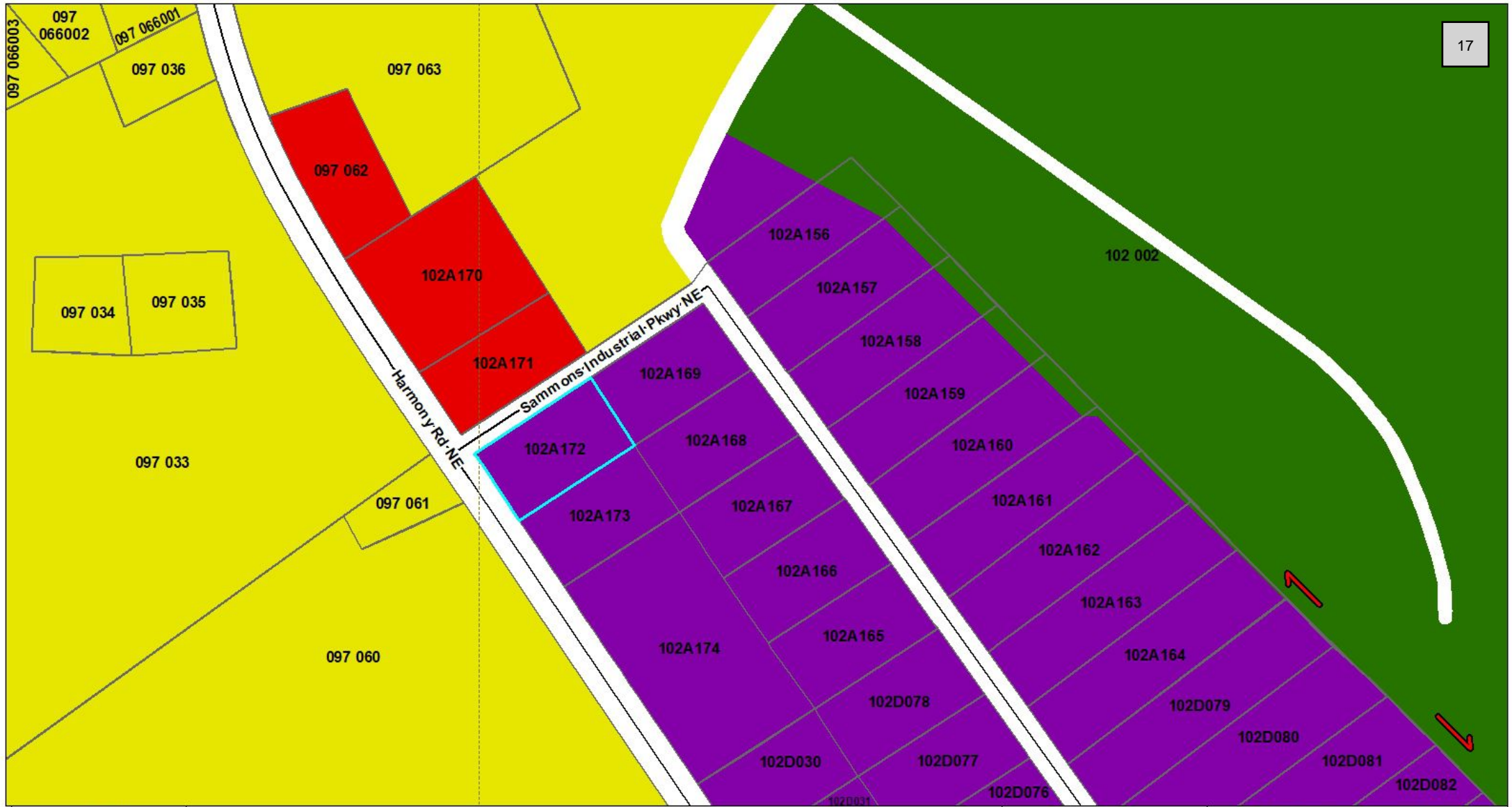
GEOGRAPHIC FEATURE LEGEND					
Eatonton Limits	Overlay District	AG-2	C-2 CITY	IND-2 CITY	R - 1 CITY
County Boundary	No Code	C-1	I-M	MHP	R - 2 CITY
Roads	AG-1	C-1 CITY	IND-1 CITY	PUBLIC	R-1R
Parcels	AG-1 CITY	C-2	IND-2	PUBLIC CITY	R - 3 CITY
Parcel Hooks				R - 4 CITY	R-2
					RM-1
					RM-2
					RM-3
					VILLAGE

LMGRC
Middle Georgia Regional Commission
175 Emery Hwy
Suite C
Macon, Georgia 31217
(478) 751-6160
Web:
www.middlegeorgia.org

PUTNAM COUNTY, GEORGIA
ZONING MAPS

MAP 102A

MAP SCALE: 1" = 200' SCALE RATIO: 1:2,400 DATE: OCTOBER 2023



GEOGRAPHIC FEATURE LEGEND			
Eatonton Limits	Agriculture/Forestry	Mixed Use	Residential
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PUTNAM COUNTY, GEORGIA
FUTURE LAND USE MAPS

MAP 102A

MAP SCALE: 1" = 200'
SCALE RATIO: 1:2,400
DATE: OCTOBER 2023

File Attachments for Item:

7. Request by Rick McAllister, Agent for Nell J. McDonald to rezone 5.31 acres at 331 New Phoenix Road from AG to C-1 [Map 105, Parcel 016, District 1] (staff-P&D)

Request by Rick McAllister, agent for Nell J. McDonald to rezone 5.31 acres at 331 New Phoenix Road from AG to C-1. [Map 105, Parcel 016, District 1].

PLANNING & DEVELOPMENT-LISA JACKSON STAFF RECOMMENDATION:

Mr. McAllister is requesting to rezone this property on behalf of Nell J. McDonald. If approved, the intended land use for this property is a mini storage commercial warehouse. The proposed commercial development will contain approximately 6 buildings with 49,000 square feet of storage space.

The subject property is located at the intersection of New Phoenix and Old Phoenix. It is directly adjacent to an AG parcel that consists of one residential dwelling Unit. The Phoenix Crossing Subdivision is also within 100 feet of the proposed property. This residential community contains over 120 existing residential homes and is steadily growing. The proposed C-1 use could have a direct impact on the adjacent parcel. However, it would not adversely affect the overall area given that it is located at the corner of New Phoenix and Old Phoenix and is on a main arterial road. Old Phoenix is a major thoroughfare and connector between State Hwy 441, Georgia State Route 16 and the Lake Oconee area. Moreover, this rezoning request mirrors the current zoning of the C-1 parcel on the opposite corner of Old and New Phoenix. Although this parcel can be used and developed as it is currently zoned, the applicants request is more marketable, and neighborhood friendly. The proposed use will cause little to no excessive or burdensome use of public facilities or services. According to the submitted traffic analysis, most of the traffic for the proposed development is located on Old Phoenix Road and New Phoenix will have minor impact. Additionally, the passer-by the LOS (Level of Service) of the intersection is not expected to change based on the proposed development. It also states that the impact of the development does not warrant a right turn lane, nor a left turn lane based on GDOT guidelines. The traffic on Old Phoenix Road was significantly less than the 6,000 ADT, which would not require the developer to add a center left turn lane or passing lane. Likewise, the proposed development would not significantly affect the flow of traffic. If approved, staff recommends that the developer shall maintain the existing natural undisturbed buffer up to 50 ft along the property lines that abut Map 105, Parcel 017 as stated in Section 66-104(g) of the Putnam County Code of Ordinances.

The staff recommendation is for approval to rezone 5.31 acres at 331 New Phoenix Road from AG to C-1. [Map 105, Parcel 016, District 1]. with the following condition:

- 1. The developer shall develop and maintain a 50-foot undisturbed buffer or berm along the property lines that abut Map 105, Parcel 017 as stated in Section 66-104(g) of the Putnam County Code of Ordinances.**

PLANNING & ZONING COMMISSION RECOMMENDATION:

The Planning & Zoning Commission's recommendation is for denial to rezone 5.31 acres from AG to C-1 at 331 New Phoenix Road [Map 105, Part of Parcel 016, District 1].



GEOGRAPHIC FEATURE LEGEND

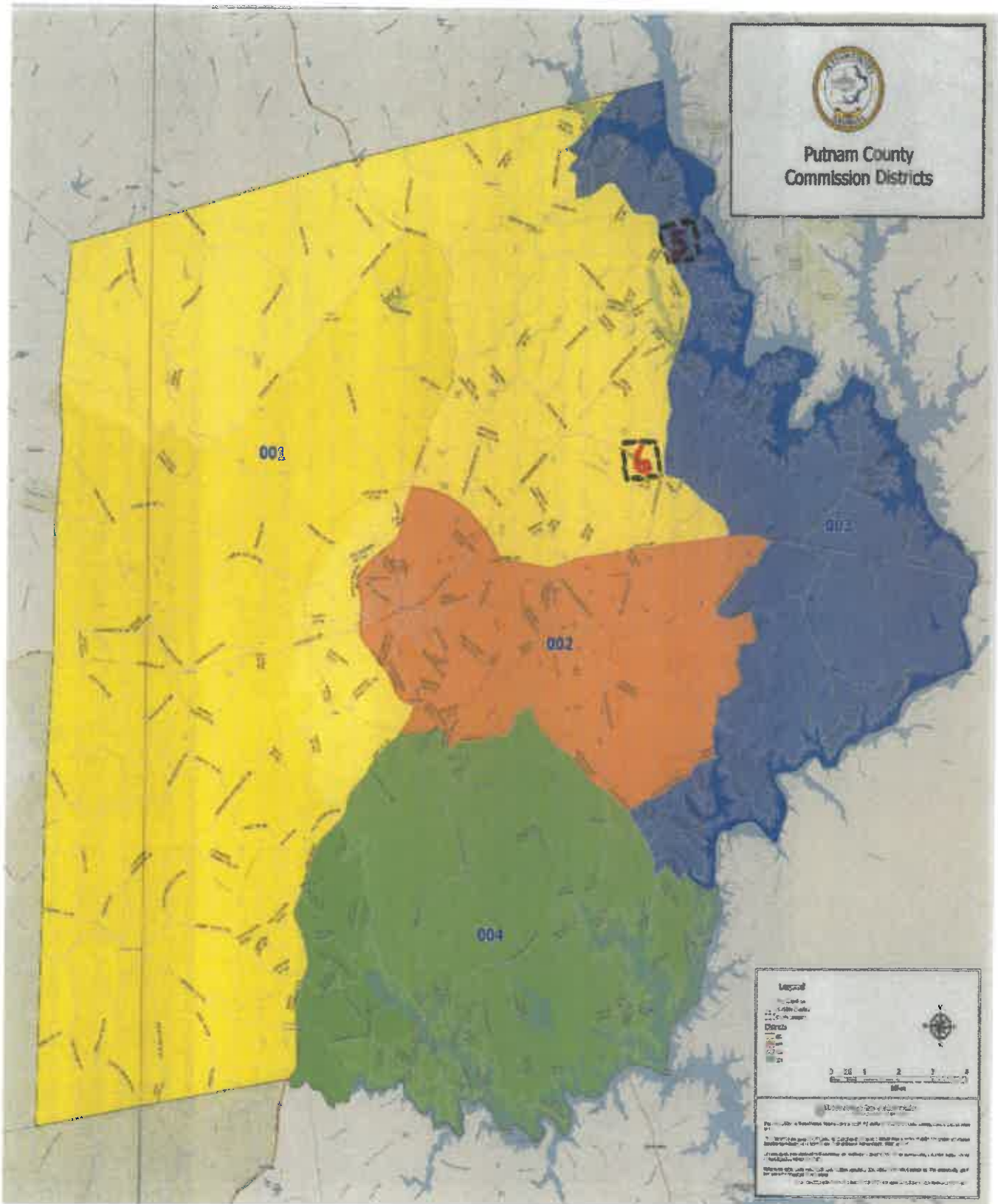
Estonton Limits	Agriculture/Forestry	Mixed Use	Residential
County Boundary	Commercial	Park/Recreation/Conservation	Transportation/Communication/Utilities
Roads	Industrial	Public/Institutional	Undeveloped/Vacant
Parcels			
Parcel Hooks			

MGRC
T.GIS Services
Middle Georgia Regional Commission
175 Emory Hwy
Suite C
Macon, Georgia 31217
(478) 751-6160
Web:
www.middlegeorgia.org

PUTNAM COUNTY, GEORGIA
FUTURE LAND USE MAPS

MAP 105

MGP SCALE: 1" = 208.33' SCALE RATIO: 1:2,500 DATE: FEBRUARY 2023



- 5. Request by **Brandon Burgess**, agent for **Brett Mauldin** to rezone 1.21 acres on **Harmony Road** from **C-1** to **C-2**. [Map 102A, Parcel 172, District 3].
- 6. Request by **Rick McAllister**, agent for **Nell J. McDonald** to rezone 5.31 acres at **331 New Phoenix Road** from **AG** to **C-1**. [Map 105, Parcel 016, District 1].*



PUTNAM COUNTY PLANNING & DEVELOPMENT

117 Putnam Drive, Suite B ◊ Eatonton, GA 31024

Tel: 706-485-2776 ◊ 706-485-0552 fax ◊ www.putnamcountygga.us

APPLICATION FOR REZONING

REZONING

PERMIT# 2023-Reszone-29

APPLICATION NO. _____

DATE: 6-25-23

MAP 105 PARCEL 016

ZONING DISTRICT AG

1. Owner Name: Nell J McDonald

2. Applicant Name (If different from above): Rick McAllister

3. Mailing Address: 1341 Beverly Drive Athens Ga 30606

4. Email Address: rncallister.mac@gmail.com

5. Phone: (home) _____ (office) _____ (cell) [REDACTED]

6. The location of the subject property, including street number, if any: 331 New Phoenix Road

7. The area of land proposed to be rezoned (stated in square feet if less than one acre):
5.31 aca

8. The proposed zoning district desired: C-1

9. The purpose of this rezoning is (Attach Letter of Intent)
see attached

10. Present use of property: Ag Homesite Desired use of property: Commercial Storage Warehouse (Mini)

11. Existing zoning district classification of the property and adjacent properties:
Existing: AG
North: C-1 South: AG East: AG West: AG

12. Copy of warranty deed for proof of ownership and if not owned by applicant, please attach a signed and notarized letter of agency from each property owner for all property sought to be rezoned.

13. Legal description and recorded plat of the property to be rezoned.

14. The Comprehensive Plan Future Land Use Map category in which the property is located. (If more than one category applies, the areas in each category are to be illustrated on the concept plan. See concept plan insert.):
See concept Plan

15. A detailed description of existing land uses: Agriculture and Single Family residence

16. Source of domestic water supply: well , community water _____, or private provider .
If source is not an existing system, please provide a letter from provider.

RECEIVED JUL 27 2023 *Ne*



PUTNAM COUNTY PLANNING & DEVELOPMENT

117 Peachtree Drive, Suite 1001, Marietta, GA 30067

TEL: 770-425-2776 FAX: 770-425-2777 WWW: www.putnamcountyga.gov

- 17. Provision for sanitary sewage disposal: septic system or sewer . If sewer, please provide name of company providing same, or, if new development, provide a letter from sewer provider.
- 18. Complete attachment of Disclosure of Campaign Contributions Form by the applicant and/or the applicant's attorney as required by the Georgia Conflict of Interest in Zoning Act (O.C.G.A. 36-67A).
- 19. The application designation, date of application and action taken on all prior applications filed for rezoning for all or part of the subject property. (Please attach on separate sheet.)
- 20. Proof that property taxes for the parcel(s) in question have been paid.
- 21. Concept plan.
 - If the application is for less than 25 single-family residential lots, a concept plan need not be submitted. (See attachment.)
 - A concept plan may be required for commercial development at director's discretion.
- 22. Impact analysis.
 - If the application is for less than 25 single-family residential lots, an impact analysis need not be submitted. (See attachment.)
 - An Impact analysis (including a traffic study) is required when rezoning from residential zoned or used property to commercial or industrial districts.

THE ABOVE STATEMENTS AND ACCOMPANYING MATERIALS ARE COMPLETE AND ACCURATE. APPLICANT HEREBY GRANTS PERMISSION FOR PLANNING AND DEVELOPMENT PERSONNEL OR ANY LEGAL REPRESENTATIVE OF PUTNAM COUNTY TO ENTER UPON AND INSPECT THE PROPERTY FOR ALL PURPOSES ALLOWED AND REQUIRED BY THE PUTNAM COUNTY CODE OF ORDINANCES.

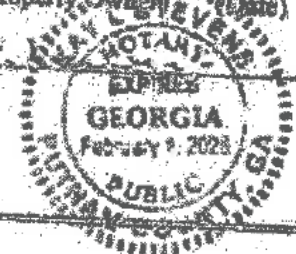
Wesley J. McSwain 06-26-2023

Signature (Property Owner) (Date)

Rick McSwain 7/25/23

Signature (Applicant) (Date)

[Signature]
Notary Public



Wanda Lou Rom

Notary Public



Office Use

Paid: \$ 27500 (cash) _____ (check) _____ (credit card)

Receipt No. _____ Date Paid: 7/28/23

Date Application Received: 7/27/23

Reviewed for completeness by: _____

Date of BOC hearing: _____ Date submitted to newspaper: _____

Date sign posted on property: _____ Picture attached: yes _____ no _____

RECEIVED JUL 27 2023 [Signature]

LETTER OF INTENT – PARCEL 105-016
C1 ZONING REQUEST

The site is located along the Southwest intersection of New Phoenix and Old Phoenix roads with an area of approximately 5.31 acres. Surrounding land uses include Undeveloped AG, AG related homesites, Existing C-1 zoned parcel and utility parcel.

The intended land use for this property is mini warehouse development. The attached conceptual plan illustrates the proposed amount of each use including conceptual layout of interior roads.

We appreciate the consideration to promote quality development within Putnam County.

RECEIVED JUN 27 2023



After filing, please return to Jesse Copelan, Jr., P.C., P.O. Box 5099, Dalton, GA 31024
 This space reserved for the use of Clerk.

DOC# 003549
 FILED IN OFFICE
 09/10/2012 04:57 PM
 BK:1760 PG:457-457
 SHEILA H. PERRY
 CLERK OF COURT
 PUTNAM COUNTY
Sheila H. Perry
 REAL ESTATE TRANSFER T
 AX
 \$450.00

JESSE COPELAN, JR., P.C. *PTU-117-2012-001312*
 ATTORNEY AT LAW
 DALTON, GEORGIA

**WARRANTY DEED
 NO TITLE OPINION GIVEN**

STATE OF GEORGIA
 COUNTY OF PUTNAM

THIS INDENTURE, Made this 11th day of September, 2012, between JAMES RUSSEL JONES, as party of the first part, hereinafter called Grantor, and NELL J. McDONALD, as party of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of TEN DOLLARS (\$10.00) and other good and valuable consideration in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee,

All that tract or parcel of land, lying and being in the 308th GMD, Putnam County, Georgia, containing 5.31 acres, more or less, designated as Tract "B" as shown on that certain plat prepared by Byron L. Farmer, RLS No. 1679, dated September 23, 2000 and recorded in Plat Book 26, page 181, Clerk's Office, Putnam County Superior Court and by this reference is incorporated herein. This is the same property conveyed in Deed Book 323, pages 271-272, said Clerk's Office.

The Grantor herein, James Russel Jones, hereby retains a life estate interest in said property, for and during his natural life.

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEB SIMPLE.

AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons whomsoever.

IN WITNESS WHEREOF, the Grantor has signed and sealed this deed, the day and year above written.

Signed, sealed & delivered
 in the presence of:

[Witness Signature]
 Witness

[Notary Signature]
 Notary Public

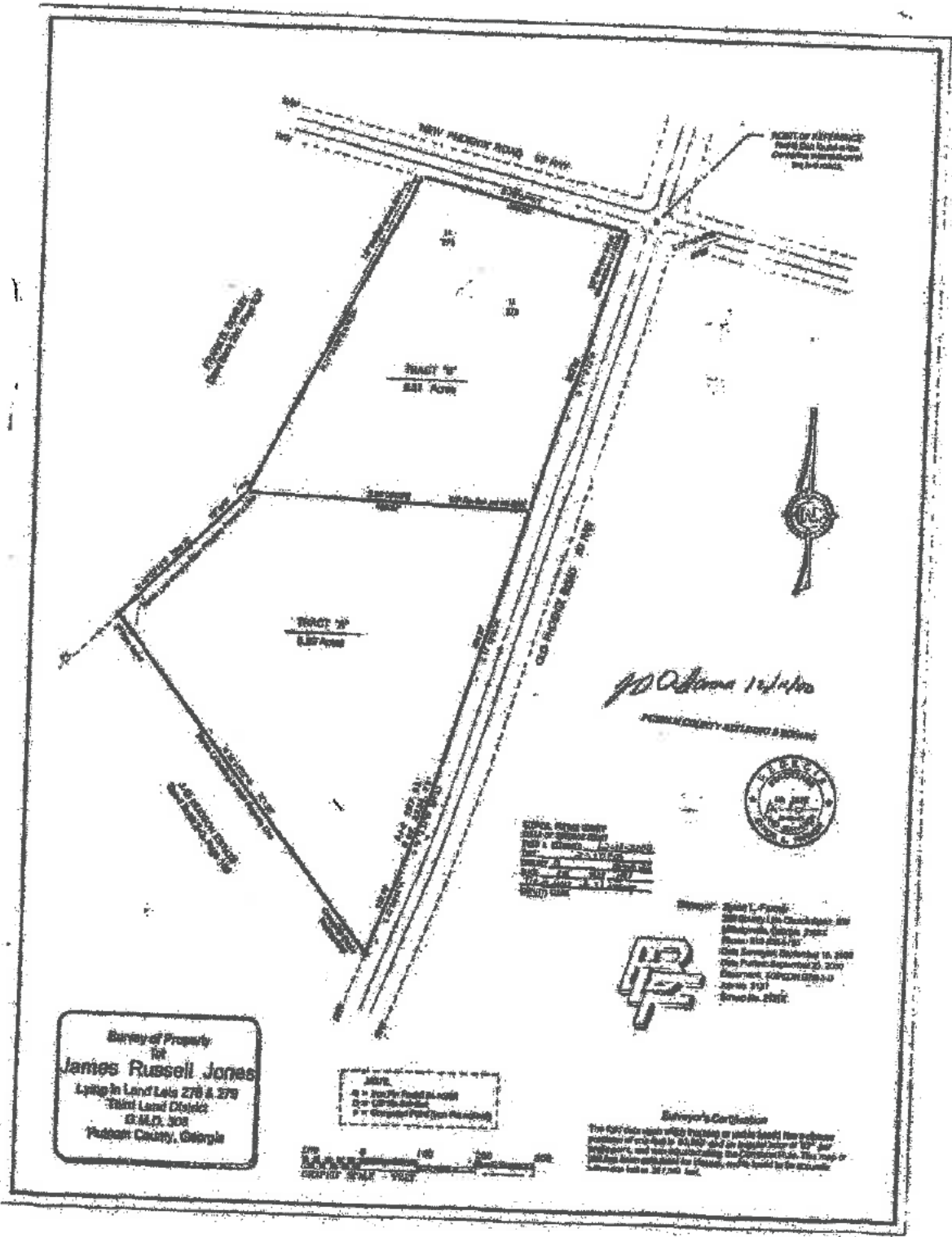
[James Russel Jones Signature] (Seal)
 James Russel Jones



0077jones.wd

My Commission Expires
 May 18, 2013

RECEIVED JUL 27 2023 *RE*



Survey of Property
 for
James Russell Jones
 Lying in Land Lots 278 & 279
 Third Land District
 E. M. S. 308
 Fulton County, Georgia

NOTE:
 1 - 100' Per Foot at 1000
 2 - 100' Per Foot at 1000
 3 - 100' Per Foot at 1000

Surveyor's Certification
 The first line upon which the lines or angle (both) have been
 measured is correct to 0.0001 and the angles are to 0.1" per
 cent, and are in accordance with the conditions. This map or
 plat has been prepared for record, and is true to the original
 between lines to 0.0001 feet.



Surveyor: **John L. Foy**
 Licensed in Georgia for
 10 years, State Seal
 No. 10, 1973
 City of Atlanta, Georgia
 Surveyed September 16, 1973
 Surveyed September 21, 2007
 Surveyed September 21, 2007
 Surveyed 1973
 Surveyed 1973

100 200 151

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PUTNAM COUNTY PLANNING & DEVELOPMENT

117 Putnam Drive, Suite B-7 Eatonton, GA 31024
Tel: 706-485-2776 9 706-485-0552 fax 0 www.putnamcountyga.us

DISCLOSURE OF APPLICANT'S CAMPAIGN CONTRIBUTION

The Putnam County Code of Ordinances, Section 66-167(c) states as follows:

"When any applicant or his attorney for a rezoning action has made, within two years immediately preceding the filing of that applicant's application for the rezoning action, campaign contributions aggregating \$250.00 or more to a local government official who will consider the application, it shall be the duty of the applicant to file a disclosure report with the governing authority of the respective local government showing:

a. The name and official position of the local government official to whom the campaign contribution was made; and

b. The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution. The disclosures required by this section shall be filed within ten days after an application for the rezoning action is first filed."

1. Name: Neil J. McDonald

2. Address: 737 Sugar Hill Lane
CONYERS, GA 30094

3. Have you given contributions that aggregated \$250.00 or more within two years immediately preceding the filing of the attached application to a candidate that will hear the proposed application? Yes No If yes, who did you make the contributions to? _____

Signature of Applicant: Neil J. McDonald
Date: 06/26/2023

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AK

2023 001232
MCDONALD NELL J

INTERNET TAX RECEIPT
331 NEW PHOENIX RD
105 016

DESCRIPTION	TAX AMOUNT	EXEMPTION	MILLAGE
FAIR MARKET VALUE	\$92,797		
COUNTY	\$251.63	\$0.00	6.778
SCHOOL	\$478.84	\$0.00	12.9
SPEC SERV	\$14.85	\$0.00	0.4

ORIGINAL TAX DUE	\$745.32
INTEREST	
COLLECTION FEE	
FINCHARGE	
PENALTY	
TOTAL PAID	\$745.32
TOTAL DUE	\$0.00

Date Paid: 6/20/2023

TO MCDONALD NELL J
737 SUGAR HILL LN
CONYERS, GA 30094

FROM Putnam County Tax Commissioner
100 South Jefferson Ave Suite 207
Eatonton, GA 31024-1061
(706) 485-5441



Scan this code
with your mobile
phone to view this
bill

INTERNET TAX RECEIPT

RECEIVED JUL 27 2023



PUTNAM COUNTY PLANNING & DEVELOPMENT

117 Putnam Drive, Suite B 0 Eatonton, GA 31024
Tel: 706-485-2776 0 706-485-0552 fax 0 www.putnamcountyga.us

LETTER OF AGENCY - Re Zone

WE, THE UNDERSIGNED OWNERS OF REAL PROPERTY LOCATED IN THE CITY OF EATONTON/PUTNAM COUNTY, GEORGIA, HEREBY APPOINT Rick McAllister TO BE MY AGENT FOR THE PURPOSE OF APPLYING FOR Re Zone OF PROPERTY DESCRIBED AS MAP 105 PARCEL 016, CONSISTING OF 5.31 ACRES, WHICH HAS THE FOLLOWING ADDRESS: 331 New Phoenix Road EATONTON, GEORGIA 31024. ATTACHED HERETO IS A COPY OF A DEED AND OR PLAT OF SURVEY DESCRIBING THE PROPERTY OWNED BY THE PROPERTY OWNER(S) TO WHICH THIS LETTER OF AGENCY APPLIES.

THE ABOVE NAMED AGENT HEREBY IS AUTHORIZED TO COMPLETE AND SIGN THE CITY OF EATONTON/PUTNAM COUNTY APPLICATION FOR Re Zone ON OUR BEHALF. WE UNDERSTAND THAT THIS LETTER OF AGENCY WILL BE ATTACHED TO AND MADE PART OF SAID FORM AND WILL BE RELIED UPON BY THE CITY OF EATONTON/PUTNAM COUNTY. FOR AND IN CONSIDERATION OF THE CITY OF EATONTON/PUTNAM COUNTY ACCEPTING THIS LETTER OF AGENCY, WE HEREBY INDEMNIFY AND HOLD HARMLESS THE CITY OF EATONTON/PUTNAM COUNTY AND ITS AGENTS AND/OR EMPLOYEES IN THE EVENT THAT THE ABOVE NAMED AGENT SHOULD MISUSE THIS LETTER OF AGENCY AND WE SUFFER DAMAGES AS A RESULT.

THIS 26th DAY OF JUNE, 2021. 2023

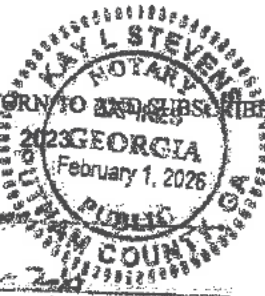
PROPERTY OWNER(S): Nell J. McDonald
NAME (PRINTED)

Nell J. McDonald
SIGNATURE

ADDRESS: 737 Sweet Hill Lane, Carters, GA
PHONE: [REDACTED] 30094

ALL SIGNATURES WERE HEREBY SWORN TO AND SUBSCRIBED BEFORE ME THIS

26 DAY OF June, 2023



Kay L. Stevens
NOTARY

MY COMMISSION EXPIRES: 2-1-2026

RECEIVED JUL 27 2023

RE



July 27, 2027

Ms. Lisa Jackson
Director of Planning and Development
Putnam County Planning and Development
117 Putnam Drive, Suite B
Eatonton, GA 31024

RE: Map 105, Parcel 016. Request rezone 5.31 acres from AG to C-1

Dear Ms. Jackson,

On behalf of Neil J McDonald, please accept this letter and attached information to request a zoning map amendment for parcel 105-016.

Attachments include application and impact study with additional supporting documents. Please let me know if you have any questions.

Sincerely

Rick McAllister
Agent for Neil J McDonald

RECEIVED JUL 27 2027



July 14, 2023

Lisa Jackson
Director
Putnam County Planning and Development
117 Putnam Drive, Suite B
Eatonton, Georgia 31024

Subject: Parcel 105-016

Dear Ms. Jackson:

This letter is to confirm that Piedmont Water Company has adequate water capacity to serve the concept plan dated April 15th, 2023, by McAllister Site Consulting, LLC. Water can be provided to the site once a line extension is completed.

Please feel free to contact me with any questions on this project.

Sincerely,

A handwritten signature in black ink, appearing to read "W. J. Matthews", written over a horizontal line.

W. J. Matthews
Vice President of Operations

RECEIVED JUL 27 2023

P.O. Box 913 • Greensboro, Georgia 30642
404-235-4035 • 800-248-7689 • FAX 404-235-4977

Item #19 – Supplemental Information
Application for Rezoning – Parcel 105-016

Prior application designation: Application for Rezoning dated 3-21-23 from AG to C-1

Letter of withdraw without prejudice : 5-19-23 – Board of Commissioners voted in favor of Withdraw.
Item #8 form 5/16/23 meeting minutes.

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[Handwritten signature]

**IMPACT ANALYSIS
PARCEL 105-016
331 NEW PHOENIX ROAD
PROPOSED C-1 DEVELOPMENT
REZONING REQUEST.**



**MCALLISTER SITE CONSULTING, LLC
RICK MCALLISTER
1341 BEVERLY DRIVE
ATHENS, GEORGIA 30606
706-206-5030**

RECEIVED JUL 27 2023

A handwritten signature in blue ink, appearing to be "R. McAllister", located below the "RECEIVED" stamp.

TABLE OF CONTENTS

Letter of Intent..... Page 3
Impact Study Information Page 4
Traffic Study Attachment
Plat of Property Attachment
Existing Conditions Attachment
Existing ZoningAttachment
Conceptual Site Plan Attachment

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ML

IMPACT ANALYSIS INFORMATION

ITEM #1

Is the proposed use consistent with the stated purpose of the zoning district that is being requested?

The proposed land use of the site is consistent and allowed within C1 Zoning. Mini storage is listed as allowed per (Sec. 66-103)

Is the proposed use suitable in view of the zoning and development of adjacent or nearby property?

Of the 4 parcels which surround the intersection of New / Old Phoenix roads – 1 exists as a utility power substation, C-1 zoned parcel is directly across the street and the remaining is zoned agricultural.

Within 400 feet of the proposed site is the entrance to a multiple lot single family development with a PUD zoned parcel also near the proposed site.

This type of commercial development is based on and relies on nearby residential for support.

Will the proposed use adversely affect the existing use, value or usability of adjacent or nearby property?

The access to site is proposed along existing county roads, buffers and setbacks will be place per county requirements.

Parking lot lighting will be designed to keep lighting area within the parcel – See Lighting Exhibit.

Drainage of site will be contained at or exceeding Putnam County storm water requirements.

Is the proposed use compatible with the proposed intent of the Comprehensive Plan?

The 2022 Putnam County Future land use plan illustrates this site within Residential and Agricultural future land use. As this area of the county develops, trends can be identified by zoning patterns. Please refer to the existing zoning map exhibit as an illustration of the land use pattern within similar intersections in proximity to proposed parcel.

Are there substantial reasons why the property cannot or should not be used as currently zoned?

The property is currently zoned AG and proposed use is not allowed in AG.

Will the proposed use cause an excessive or burdensome use of public facilities or services or exceed the present or funded capabilities, including but not limited to streets, water or sewer utilities and police or fire protection?

The proposed development will incur the cost of constructing streets interior to the project. Given the proposed use, the demand for water and septic are low for this type of project. Final plans will meet emergency vehicle equipment circulation requirements. Water will be provided by a private utility company and flow will be provided as private utility can supply.

Is the proposed use supported by new or changing conditions not anticipated by the Comprehensive Plan or reflected in the existing zoning on the property or surrounding properties?

Please refer to the existing zoning map exhibit as an illustration of the land use pattern within similar intersections in proximity to proposed parcel.

Does the proposed use reflect a reasonable balance between the promotion of the public health, safety, and reasonable private use of the subject property?

The proposed use responds to a need for mini- storage area based on the growing residential nature of the area.

ITEM #2 TRAFFIC ANALYSIS – (SEE ATTACHMENT)

ITEM# 3

The conceptual plan is based upon development standards for C-1 Zoning are as follows:

The conceptual plan illustrates commercial use with C1 development Standards (see attached conceptual Plan)

ITEM #4

Effect on environment surrounding the area:

Natural:

Property is currently mixed open pasture and partially wooded with topography sloped into 1 drainage corridor. The entire parcel comprises of its own watershed directed to existing drainage corridors which eventually flow into Lake Sinclair. A 25' State Waters buffer will be placed on all qualified pond or stream components. Some wetland areas may exist on site and will be delineated by an Environmental Consultant. Wetlands will be mapped, surveyed and protected per environmental guidelines upon development of

project areas(s). Source: Putnam County / City of Eatonton 2007-2030 Comprehensive Plan – Wetlands Map 6 Prepared by Middle Georgia RDC

Erosion:

The property is currently in open pasture and partially wooded state. Development plans will adhere to State and Local Regulations of Erosion Control and Storm water standards. Source: On site Observation

Historic:

The proposed site has no known or listed Cultural or Historical Resources located on site. Source: Putnam County / City of Eatonton 2007-2030 Comprehensive Plan Cultural and Historical Resources Map 13 prepared by Middle Georgia RDC

Watershed:

Proposed area is not within any small or buffered municipal watershed areas.

ITEM #5

Impact on fire protection

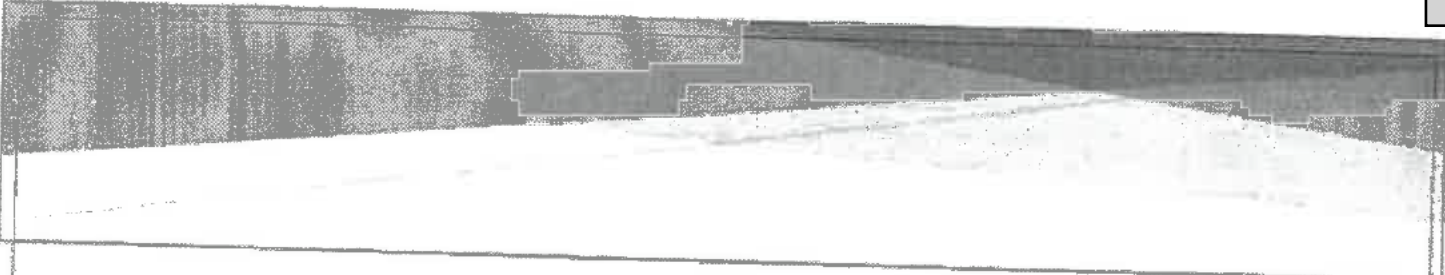
Proposed interior roads will allow emergency vehicle access to all property. Fire protection will be provided as Private Utility water main connections allow.

ITEM #6 – PHYSICAL CHARACTERISTICS OF SITE (SEE ATTACHMENT)

ITEM #7 – ADJACENT AND NEARBY ZONING – See Conceptual plan

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**SIMONTON
ENGINEERING**

**OLD PHOENIX ROAD COMMERCIAL
DEVELOPMENT**

Traffic Impact Study



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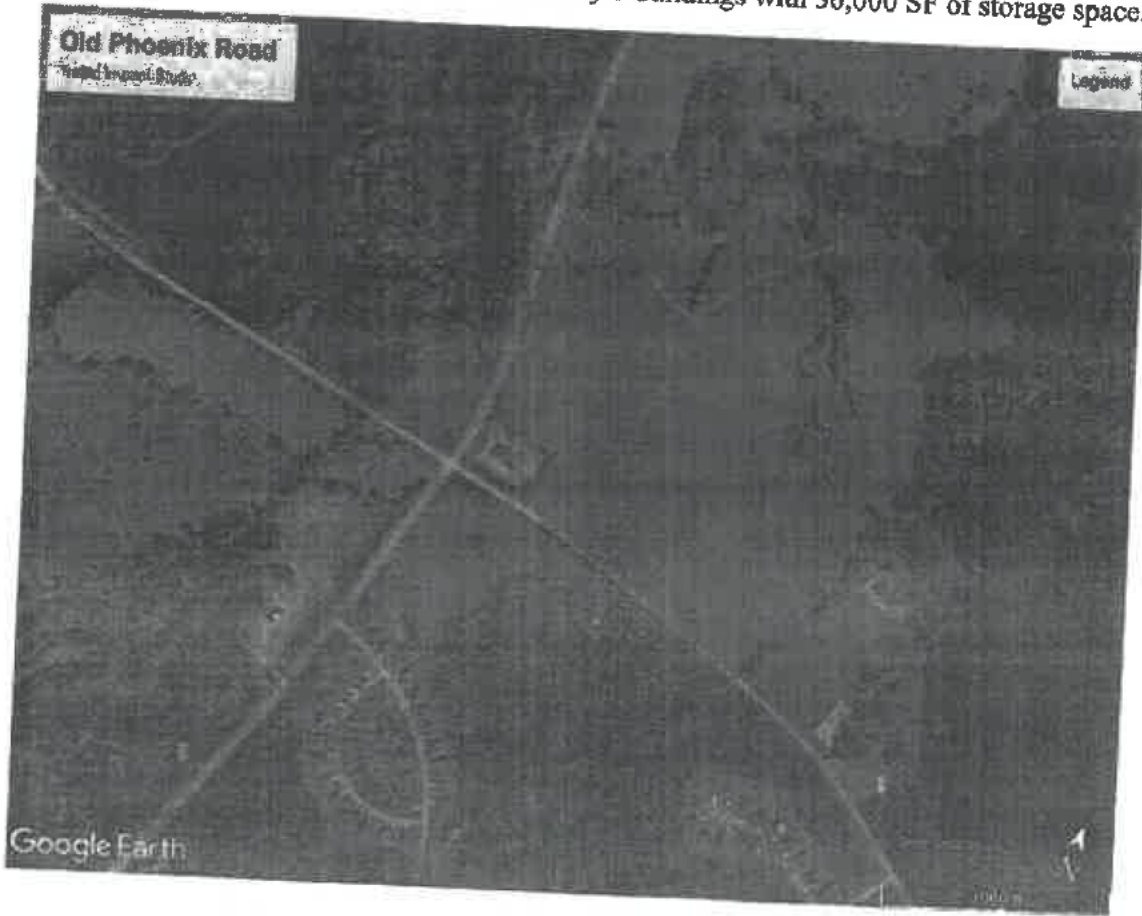
Paul Simonton
paul@simontoneng.com

Hinesville, Georgia Phone: (912) 977-1502
Greensboro, Georgia Phone: (706) 454-0870 Fax (706) 454-0871

Old Phoenix Road Traffic Impact Study

General

The Old Phoenix Road Commercial Development is planned to include a convenience store with gas canopy and mini-storage warehouse located in the southwest corner of the Old Phoenix Road and New Phoenix Road intersection. The tract includes 5.31 acres to be developed but will be limited by the need for on-site water and sewer systems. The site is planned to be developed as a mini-warehouse site containing approximately 6 buildings with 36,000 SF of storage space.



EXISTING TRAFFIC

The existing AM and PM peak hour traffic at the intersection was measured on January 24, 2023, and is reflected in the table on the following page.

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PEAK HOUR TRAFFIC ALL DIRECTIONS

AM Peak	Old Phoenix Rd Northbound				Old Phoenix Rd Southbound				New Phoenix Rd Eastbound				New Phoenix Rd Westbound				Total all directions
	Left	Thru	Right	Total	Left	Thru	Right	Total	Left	Thru	Right	Total	Left	Thru	Right	Total	
7:00 AM	0	37	0	37	7	26	0	33	0	0	0	0	2	3	13	18	68
7:15 AM	2	65	2	72	3	36	0	39	1	1	1	3	5	21	8	24	126
7:30 AM	2	63	2	67	2	29	3	34	2	1	1	4	2	16	19	37	142
7:45 AM	1	96	3	100	7	25	2	34	3	7	2	12	3	12	13	28	174
8:00 AM	0	71	1	72	9	25	0	34	2	5	3	10	1	8	13	22	135
8:15 AM	0	65	0	65	4	21	2	27	0	6	1	7	1	4	12	17	116
8:30 AM	0	58	3	61	1	24	0	25	2	5	0	7	0	3	10	13	106
8:45 AM	0	37	0	37	7	26	0	33	0	0	0	0	2	3	13	18	88
PM Peak																	
4:00 PM	1	26	2	29	9	38	1	49	0	6	1	7	2	1	6	9	91
4:15 PM	4	24	8	31	23	59	3	85	0	7	3	10	0	3	8	11	147
4:30 PM	0	22	1	23	11	39	2	52	1	7	1	9	0	1	3	4	102
4:45 PM	1	20	3	24	16	44	0	59	0	6	3	9	0	1	3	4	102
5:00 PM	1	21	0	22	21	55	0	76	0	6	2	8	1	2	2	5	95
5:15 PM	3	24	2	29	14	66	1	81	0	5	2	7	0	3	7	10	136
5:30 PM	4	24	1	29	11	62	1	74	0	5	2	7	1	6	9	16	136
5:45 PM	2	28	6	36	13	56	1	70	0	7	2	9	0	2	5	7	119

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As can be seen by examination of the existing peak hour traffic table, the morning (AM) peak occurs from 7:15 to 8:15 AM with a total traffic through the intersection of 577 vehicles. The PM peak occurs from 5:00 to 6:00 and totals 529 vehicles. It can be seen that Old Phoenix Rd is the major contributor to the intersection with New Phoenix being a minor impact.

Predicted Traffic

Trip Generation software by Microtrans will be used to generate average daily traffic plus peak hour enter and exit projections for each use. The projected future traffic will be combined with existing counts provided by the GDOT Traffic data website to predict total roadway traffic.

Passer-by traffic, is generally defined as traffic that is already on the roadway and contained in existing counts but will also be included in projected counts. A mini-storage facility typically has a significant percentage as passerby traffic given that the existing neighborhood will utilize the facility. We expect that passer-by rate to be moderately high especially during AM and PM peak hours, so traffic projections for the use will be based on Peak AM and PM traffic measured on the adjacent roadways. Mini storage warehouse traffic will be based on gross square footage, with passer-by rates moderate.

We anticipate the development will have access points from both Old Phoenix Road and New Phoenix Road. Old Phoenix Road is an established path of travel for traffic traveling back and forth between Lake Sinclair and Milledgeville area to the Lake Oconee area and is the primary contributor to the intersection. It is assumed that right turn and left turn traffic projected for the site will be split 50/50. Since most of the activity at the intersection occurs during the AM and PM peak hours, the focus of the impacts is evaluated for peak hour instead of the total day.

- Existing total daily trips through the intersection = 975 during the AM 2 hours and 972 in the PM 2 hour period.
- Projected Hourly Weekday two way Volume = 90 VPD
- Projected Enter/Exit Peak Hour Trips (PM)= 5 Enter 5 Exit during peak hour
- Northbound/arrival (50%) = 45 Trips per day (TPD)
- Southbound/arrival (50%) = 45 Trips per day (TPD)

Table 1 below provides a detailed traffic projection that includes the land use, the ITE code used for each, along with average daily volumes plus enter and exit projection for AM and PM Peak. The projected traffic contained in Table 1 is for a 100% build-out.

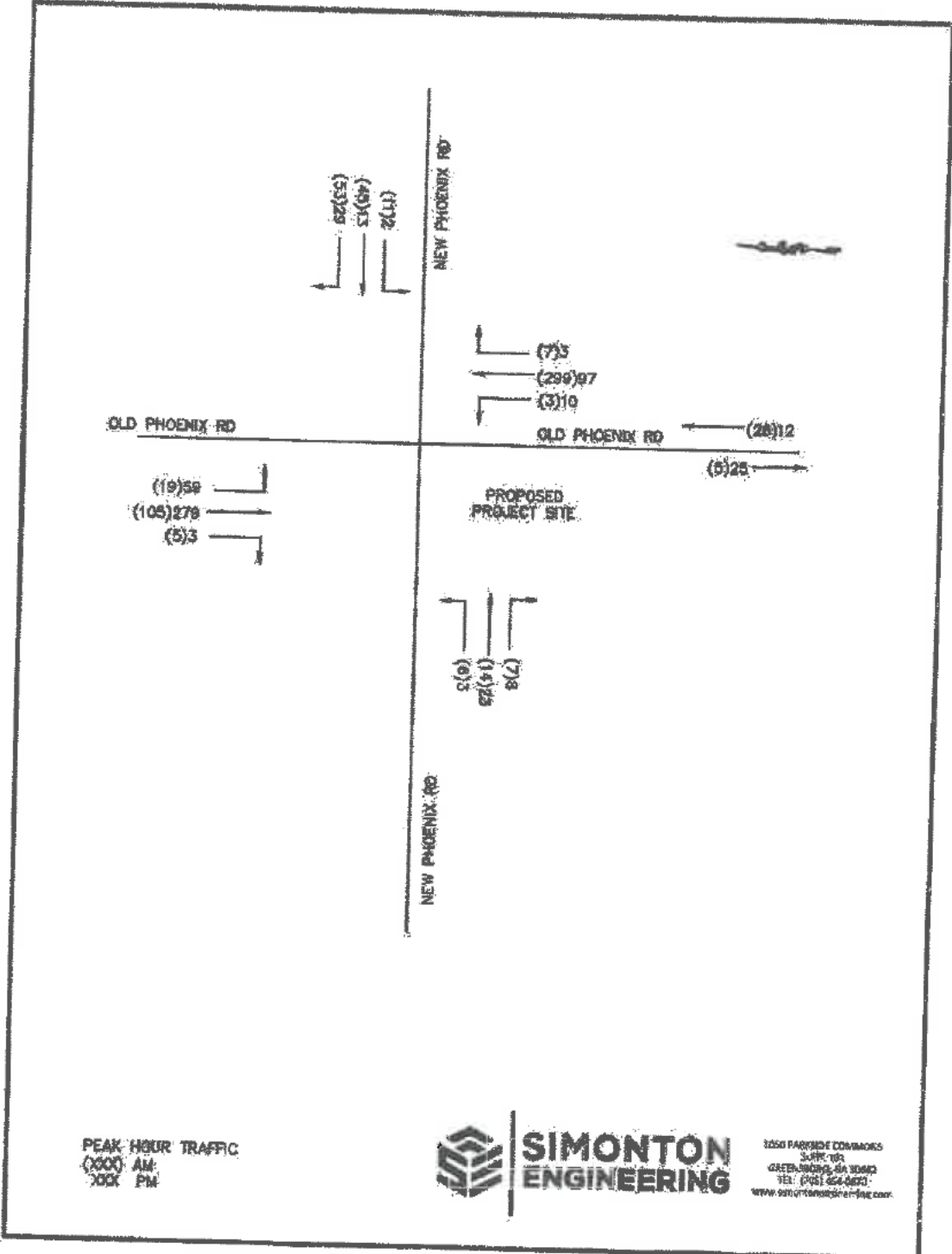
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Table I

Land Use	Total Trips	AM Peak Hour Enter/Exit	PM Peak Hour Enter/Exit	Peak Hour
Mini Storage Warehouse ITE Code (151)	90	3/2	5/5	9

See below Figure for traffic distribution and Peak Hour project movements. The predominant movement at the intersection is very clear that morning traffic is north bound and evening traffic is south bound on Old Phoenix Road. It is also very evident that the impacts of New Phoenix Road on the intersection is very minor. Based on the traffic through the intersection as shown above the all-way stop intersection is currently operating at average Level of Service (LOS) of A/B. Since the projected traffic is very low and approximately 30% of the projection is passer-by the LOS of the intersection is not expected to change based on the proposed development.

RECEIVED JUL 27 2023



PEAK HOUR TRAFFIC
 (XXX) AM
 (XXX) PM



3250 PARKSIDE COMMONS
 SUITE 101
 GREENSBORO, NC 27402
 TEL: (703) 854-0830
 www.simonton-engineering.com

Existing Peak Hour Movements for Project Figure 1

RECEIVED JUL 27 2023 *[Signature]*

Turning Movement Evaluation

In order to fully evaluate the impacts on the local roadway the GDOT State Route Regulations were used that require the entrance to any development that connects to a state road will meet all state and local requirements for intersection design. As required by this provision the GDOT right turn and left turn standards were used to complete the evaluation of the entrance road on Old and New Phoenix Road for this project.

For the right turn evaluation the GDOT *Regulations for Driveway and Encroachment Control (Driveway manual)* revision 5.0, dated July 3, 2019, Section 4.9.1.1 of the manual was consulted

4.9.1.1 Minimum Requirements for Right Turn Deceleration Lanes


Right turn deceleration lanes must be constructed at no cost to the Department if the daily site-generated Right Turn Volumes (RTV) based on ITE Trip Generation (assuming a reasonable distribution of entry volumes) meet or exceed the values shown in Table 4-6. Passing lane sections fall under the criteria for two or more lanes.

Posted Speed	2 Lane Routes		More than 2 Lanes on Main Road	
	< 6,000 AADT	>= 6,000 AADT	< 10,000 AADT	>= 10,000 AADT
35 MPH or Less	200 RTV a day	100 RTV a day	200 RTV a day	100 RTV a day
40 to 50 MPH	150 RTV a day	75 RTV a day	150 RTV a day	75 RTV a day
55 to 60 MPH	100 RTV a day	50 RTV a day	100 RTV a day	50 RTV a day
>= 65 MPH	Always	Always	Always	Always

Table 4-6 Minimum Volumes Requiring Right Turn Lanes

Speed limit on Old Phoenix road is 55 MPH and daily traffic is well below the 6,000 AADT for a two-lane road. This development falls outside of any area which requires a right turn lane at any intersection that falls below the stated criteria. With the all-stop intersection working at a LOS A/B the low number of right turns should not interfere with smooth flow of traffic.

For the left turn evaluation the GDOT *Regulations for Driveway and Encroachment Control (Driveway manual)* revision 5.0, dated July 3, 2019, Section 4.9.1.2 of the manual was consulted.

RECEIVED JUL 27 2023 

4.9.1.2 Minimum Requirements for Left Turn Lanes

Left turn lanes must be constructed at no cost to the Department if the daily site generated Left Turn Volumes (LTV) based on ITE Trip Generation (assuming a reasonable distribution of entry volumes) meet or exceed the values shown in Table 4-7a Condition 1. If the LTVs are below the requirements for Condition 1, the applicant may be required to construct a Right Hand Passing Lane (see Figure 4-7 if they meet the criteria in Table 4-7b Condition 2). The District Traffic Engineer will use engineering judgment to determine if the field conditions would allow construction of the Right Hand Passing Lane. Passing lane sections fall under the criteria for two or more lanes.

Condition 1

LEFT TURN REQUIREMENTS-FULL CONSTRUCTION				
Posted Speed	2 Lane Routes		More than 2 Lanes on Main Road	
	ADT		ADT	
	<6,000	>=6,000	<10,000	>=10,000
35 MPH or Less	300 LTV a day	200 LTV a day	400 LTV a day	300 LTV a day
40 to 50 MPH	250 LTV a day	175 LTV a day	325 LTV a day	250 LTV a day
>= 55 MPH	200 LTV a day	150 LTV a day	250 LTV a day	200 LTV a day

Table 4-7a Minimum Volumes Requiring Left Turn Lanes

Condition 2

LEFT TURN REQUIREMENTS w/Right Hand Passing Lane Option		
Posted Speed	2 Lane Routes only	
	ADT	
	<4,000	>=4,000
35 MPH or Less	200 LTV a day	125 LTV a day
40 to 45 MPH	100 LTV a day	75 LTV a day
50 to 55 MPH	75 LTV a day	50 LTV a day

Table 4-7b Minimum Volumes Requiring Right Hand Passing Lanes

As noted above Old Phoenix Road has significantly less than the 6,000 ADT and has a posted speed limit of 55 MPH, which would require a center left turn lane if projected left turns exceeded 250 LTV per day under condition 1. Projected distribution does not meet this threshold. Even if all 17 left turns entered from Old Phoenix Rd, it is still below any turn lane or right hand passing lane requirement as shown in Table 4-7b above. No center left turn lane or passing lane is required.

RECEIVED JUL 27 2023 *pk*

Conclusions & Recommendations

This study meets the requirements of the *Putnam County Traffic Impact Study* in that it assess and project's impact of the development on the existing infrastructure based on the projected site plan included. As noted above, neither a right turn lane nor a left turn lane is warranted based on GDOT guidelines.

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Design memo

Date: July 26, 2023
Project: Proposed Mini-Storage Warehouse
Subject: Southwest corner intersection Old & New Phoenix Roads
First Flush Stormwater

The site contains approximately 5.2 acres with a current use of residential. The current development plan includes six mini-storage warehouse buildings with associated pavement for parking and driveways. The site fully developed, based on the proposed site plan, will include approximately 2.67 acres of impervious area. The ultimate development plans will include detention/retention facilities to meet all drainage requirements of the county to include a no increase in peak discharge from the site as a result of the development, for the required design storm. This design will include only first flush evaluation for assistance in planning and zoning evaluations. The following first flush design is offered for review and consideration.

- Total site = 5.2 acres
Developed site will include approximately 2.67 acres impervious surface
First flush design storm = 1.2" rainfall event
Hydrology software = Hydrocad 10.20 utilizing TR20 and TR55
Total impervious runoff peak = 4.58 CFS for 1.2" rainfall
Pond design to include orifice discharge to hold & release first flush over 24 hr period
Pond Site = CyB2 (Cecil Sandy loam) = more than 80 in. to water table, Hydraulic Soil Group B
First flush Storage area required = 6,383
Peak Discharge Q = 0.13 CFS (limited by orifice at pond outlet)

Based on the above first flush analysis, a significant portion of the first flush rainfall would infiltrate the ground with the remaining portion of the runoff being discharged over an approximate 24 hour period.

As stated earlier this analysis is only to provide reassurance that first flush will be addressed. The final design will include the first flush analysis but will also address no increase in run-off for the 25 year design storm.

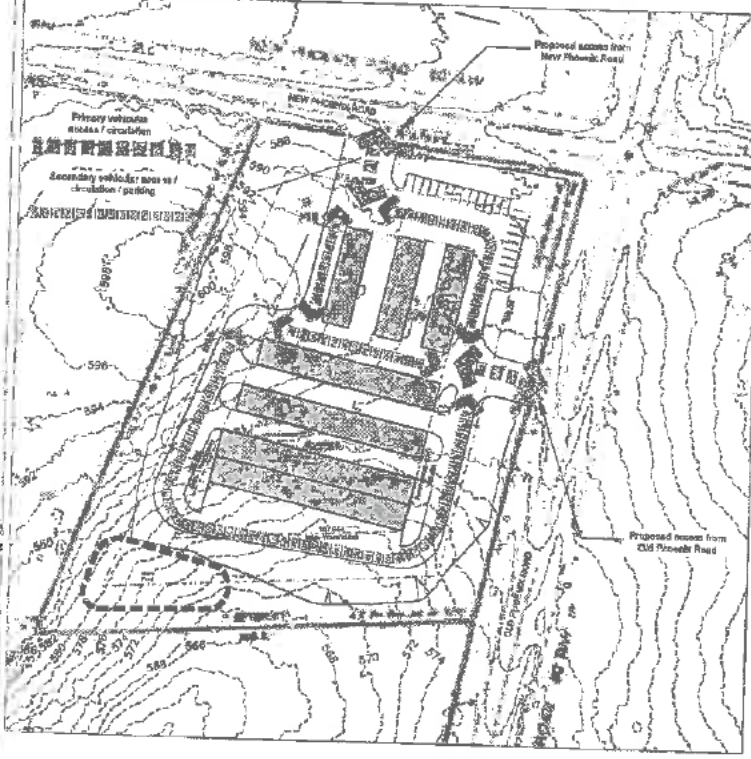


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Handwritten initials/signature

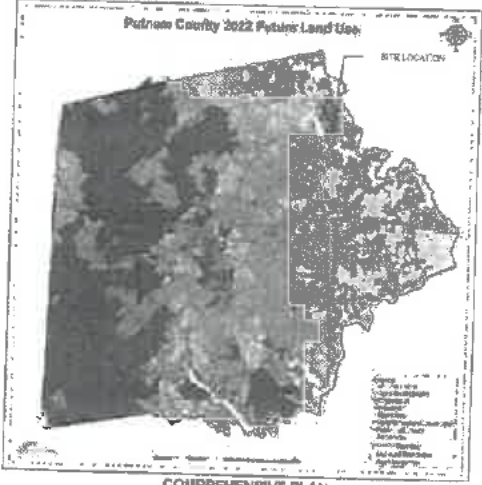
1050 Parkside Cmns, Suite 101, Greensboro, Georgia 30642
319 Screven Way, S106, Hinesville, GA 31313
Phone: (706) 454-0870 (912) 977-1502

This plan is conceptual in nature and is an approximation of potential land uses, sizes, locations and circulation patterns. The plan is intended to be developed over a period of time and should maintain flexibility to accommodate specific conditions, environmental concerns, physical constraints, market conditions and design perspectives.



Proposed Use: Mini-Warehouse
Maximum combination of building size of 79,650 square feet (15,000 sf / Acre)
Concept Plan: Illustrates ~ 49,000 sf of mini warehouse use
Applicant: Rick McAllister
1341 Beverly Drive Athens, GA 30606
Intent: Amend zoning to C-1. Develop commercial use utilizing Mini- Warehouse land use.

CURRENT ZONING AND PARCEL MAP
NOT TO SCALE



COMPREHENSIVE PLAN
SCALE AS NOTED

CONCEPT PLAN EXHIBIT
SCALE: As Noted Subject to Change
July 18, 2023

PARCEL 105-016
CONCEPTUAL SITE PLAN
PUTNAM COUNTY, GEORGIA



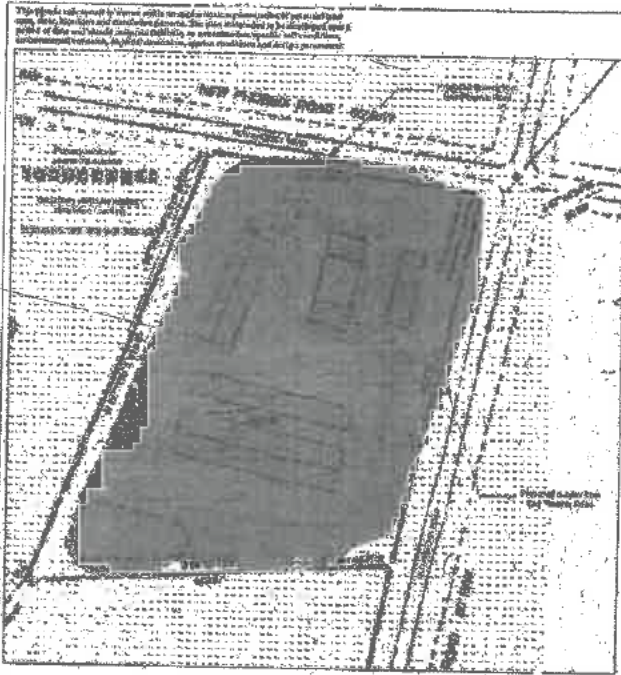
RECEIVED JUL 27 2023
RL

NO.	DATE	BY	REVISIONS
1	1/15/23	W. J. BROWN	PRELIMINARY
2	1/15/23	W. J. BROWN	REVISED

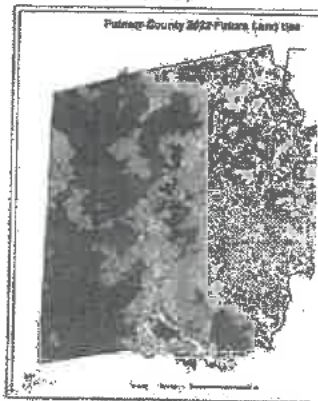
NO.	DATE	BY	REVISIONS
1	1/15/23	W. J. BROWN	PRELIMINARY
2	1/15/23	W. J. BROWN	REVISED

NO.	DATE	BY	REVISIONS
1	1/15/23	W. J. BROWN	PRELIMINARY
2	1/15/23	W. J. BROWN	REVISED

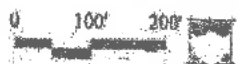
CONCEPTUAL LIGHTING STUDY



CURRENT ZONING AND PARCEL MAP NOT TO SCALE



COMPREHENSIVE PLAN SCALE AS NOTED



CONCEPT PLAN EXHIBIT B
 SCALE: As Noted, Subject to Change
 April 14, 2023

PARCEL 105-016
 CONCEPTUAL SITE PLAN
 PUTNAM COUNTY, GEORGIA



NO.	DATE	BY	REVISIONS
1	1/15/23	W. J. BROWN	PRELIMINARY
2	1/15/23	W. J. BROWN	REVISED

PROJECT: CARRIAGE HOUSE CARRIAGE HOUSE	DATE: 1/15/23
DRAWN BY: W. J. BROWN	CHECKED BY: W. J. BROWN

PROJECT: CARRIAGE HOUSE CARRIAGE HOUSE	DATE: 1/15/23
DRAWN BY: W. J. BROWN	CHECKED BY: W. J. BROWN

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qPublic.net™ Putnam County, GA



Overview

Legend

- City Limit
- Parcels
- Parcel Numbers
- Zoning
- A-1 CITY
- A-1 and AG-1
- AG
- AG-1
- AG-2
- C-1
- C-1 CITY
- C-2
- C-2 CITY
- C-2 PUD
- C-PUD
- I-1 CITY
- I-2 CITY
- I-M
- MHP
- PUBLIC
- PUBLIC CITY
- R-1 CITY
- R-2 CITY
- R-3 CITY
- R-4 CITY
- R-1
- R-1R
- R-2
- R-PUD
- RM-1
- RM-2
- RM-3
- VILLAGE
- Roads

RECEIVED JUL 27 2023 *[Signature]*

Parcel ID 105 016
Real Key / Acct 4142
Class Code Residential
Taxing District PUTNAM
Access 5 31

Owner MCDONALD NELL J
737 SUGAR HILL LANE
CONYERS, GA 30094
Physical Address 331 NEW PHOENIX RD
Land Value \$64724
Improvement Value \$719
Accessory Value \$2258
Current Value \$67701

Last 2 Sales			
Date	Price	Reason	Qual
9/7/2012	0	NF	U
12/11/2000	0	NF	U

C-1 at
Intersection
Old / New
Phoenix Rd

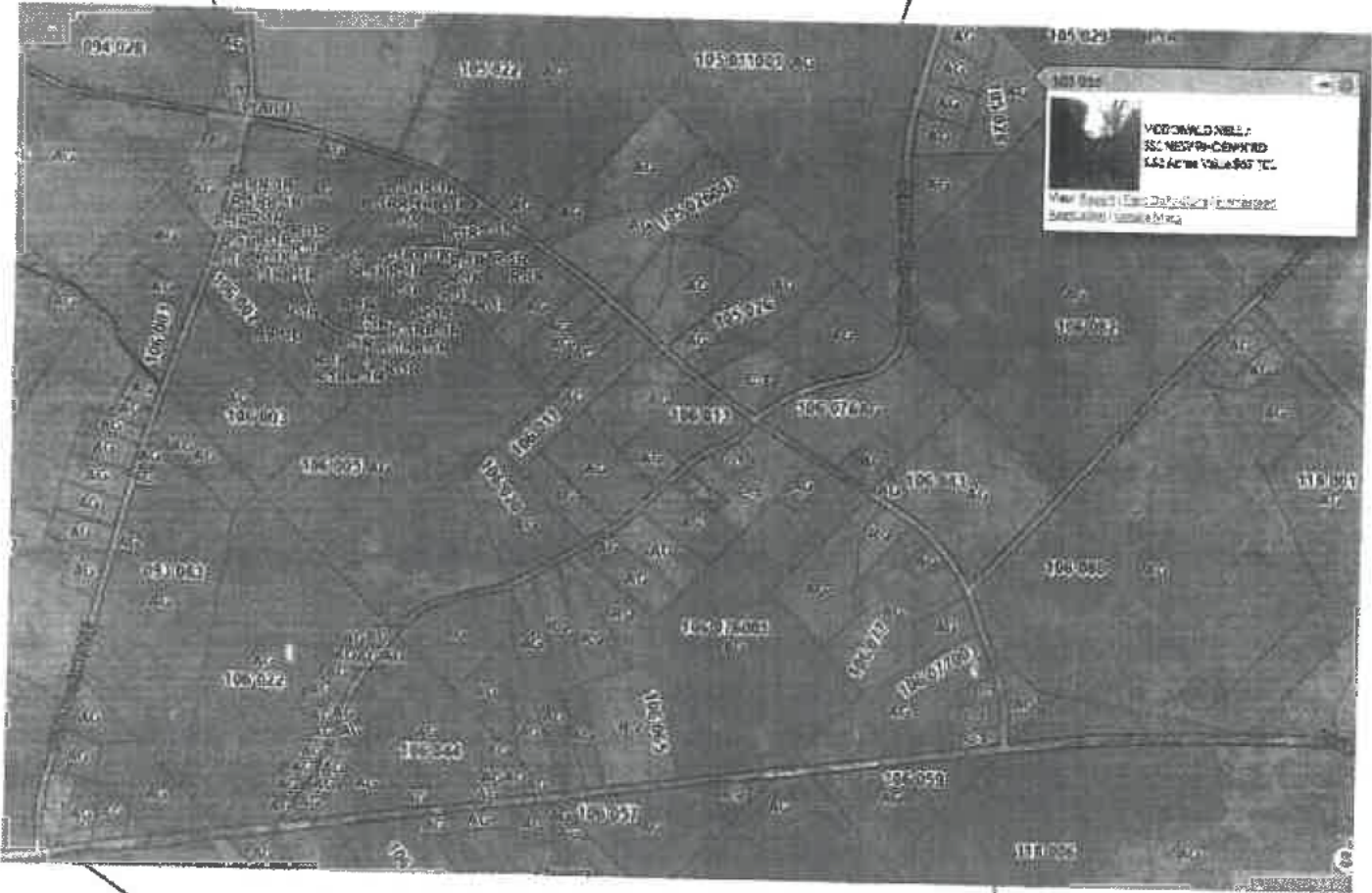
(legal documents)


Date created: 6/24/2023
Last Data Uploaded: 6/24/2023 6:38:39 AM

Developed by 

C-1 at
Intersection
Wards Chapel /
New Phoenix Rd

ZONING AND LANDUSE TRENDS



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C-1 at
Intersection Hwy
16 / Old Phoenix
Rd

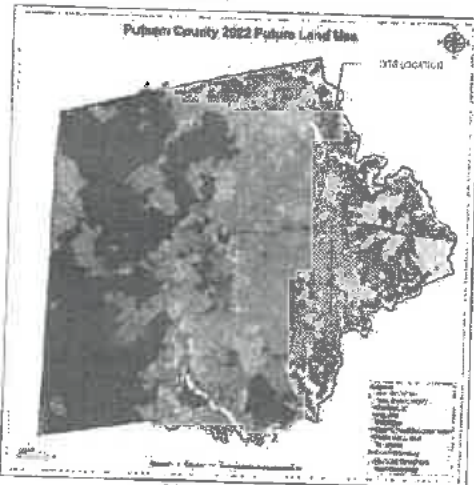
C-1 at
Intersection Hwy
16 / New
Phoenix Rd

This plan is conceptual in nature and is an approximate representation of potential land uses, sites, locations and circulation patterns. The plan is intended to be developed into a more detailed site plan and should not be used as a basis for any specific regulatory, environmental, economic, physical, or other conditions and design requirements.

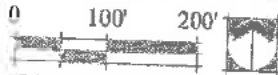


CURRENT ZONING AND PARCEL MAP
NOT TO SCALE

Proposed Use: Mini-Warehouse
Maximum combination of building size of 79,650 square feet (15,000 sf / Acre)
Concept Plan: (illustrates - 49,000 sf of mini warehouse use)
Applicant: Rick McAllister
1341 Beverly Drive Athens, GA 30606
Intent: Amend zoning to C-1. Develop commercial use utilizing Mini-Warehouse land use.



COMPREHENSIVE PLAN
SCALE AS NOTED

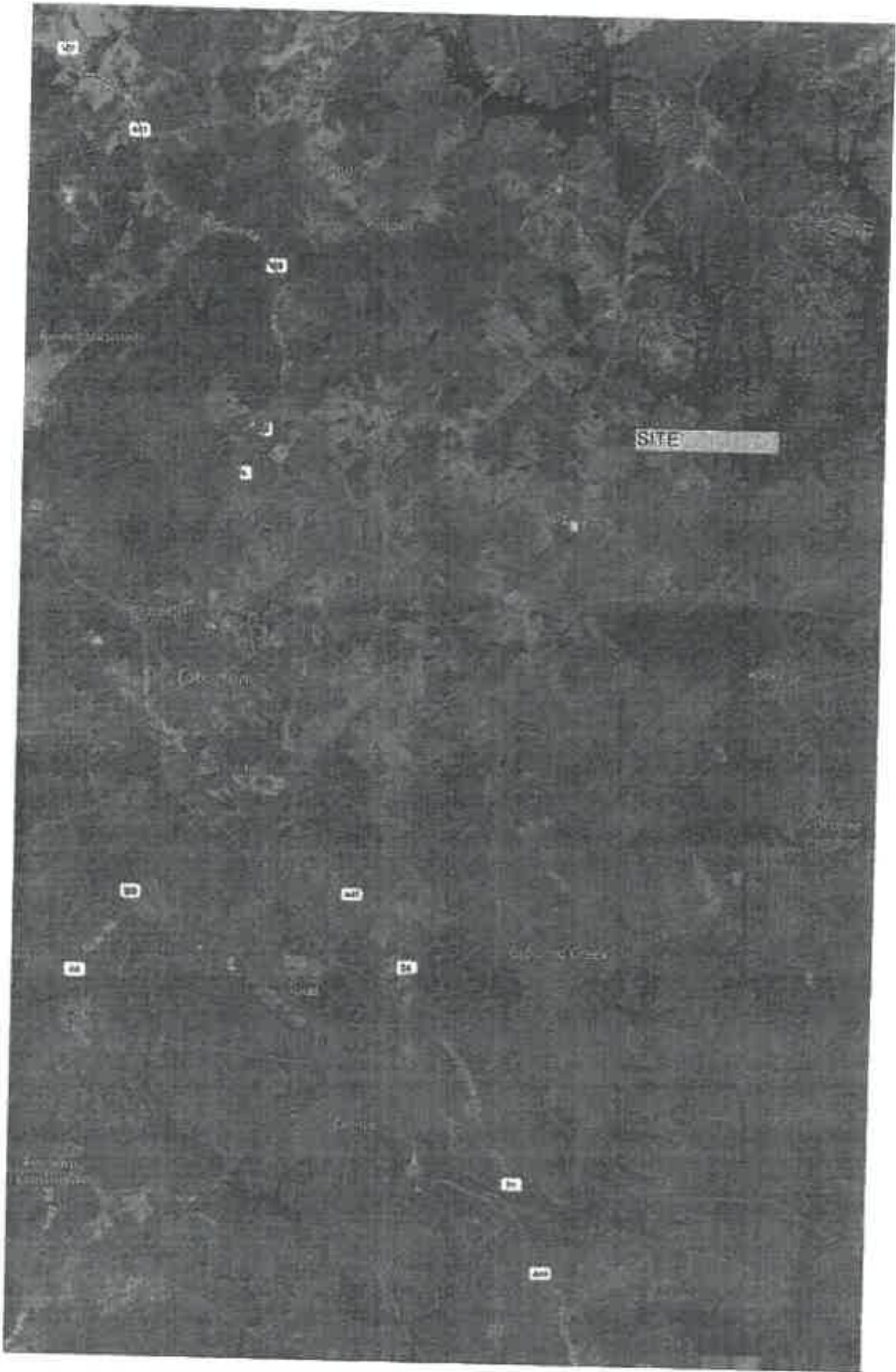


CONCEPT PLAN EXHIBIT
SCALE: As Noted Subject to Change
July 18, 2023

PARCEL 105-016
EXISTING CONDITIONS
PUTNAM COUNTY, GEORGIA

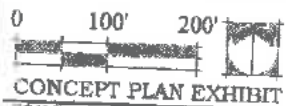
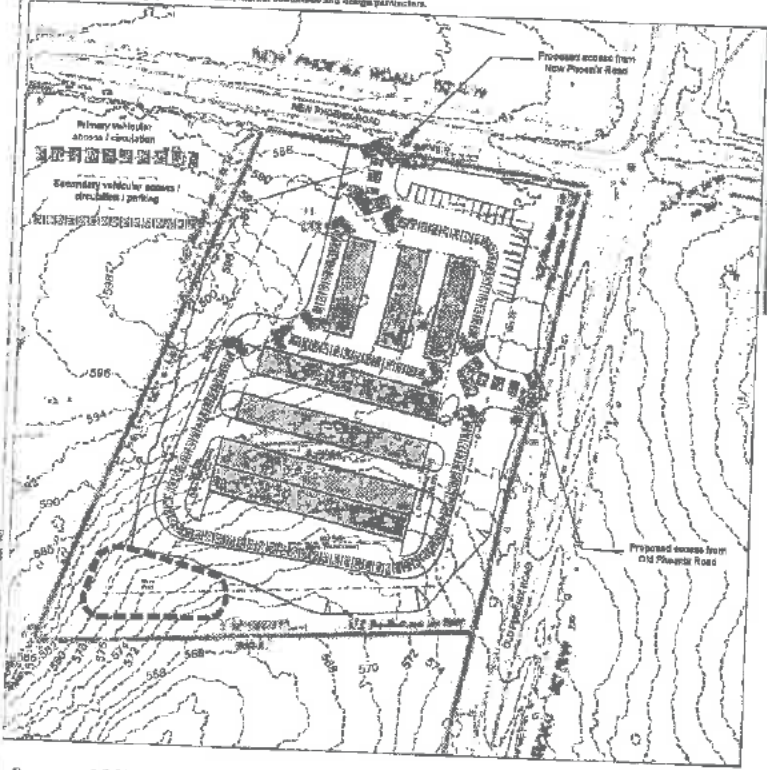


RECEIVED JUL 27 2023 *[Signature]*



RECEIVED JUL 27 2023 *RL*

This plan is conceptual in nature and is an approximate representation of potential land use, site, structure and circulation patterns. The plan is intended to be developed over a period of time and should not be construed to represent any specific site conditions, environmental concerns, physical obstacles, market conditions and design parameters.



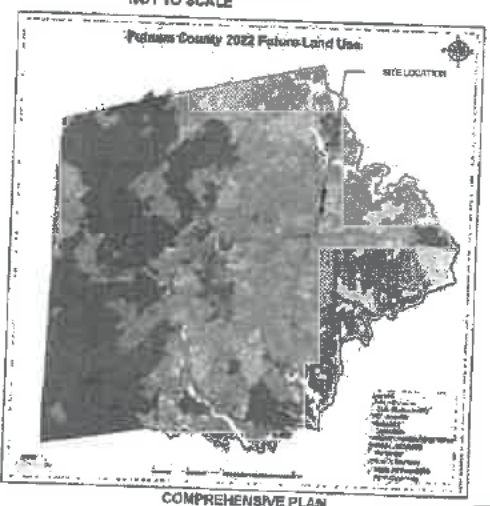
CONCEPT PLAN EXHIBIT
SCALE: As Noted Subject to Change
July 15, 2023

PARCEL 105-016
CONCEPTUAL SITE PLAN
PUTNAM COUNTY, GEORGIA



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1341 Beverly Drive Athens, GA 30606
Intent: Amend zoning to C-1. Develop
commercial use utilizing Mini-Warehouse
land use.



COMPREHENSIVE PLAN
SCALE AS NOTED



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SIMONTON
ENGINEERING

OLD PHOENIX ROAD COMMERCIAL DEVELOPMENT

Traffic Impact Study



Paul Simonton
paul@simontoneng.com

Hinesville, Georgia Phone: (912) 977-1502
Greensboro, Georgia Phone: (706) 454-0870 Fax (706) 454-0871

Old Phoenix Road Traffic Impact Study

General

The Old Phoenix Road Commercial Development is planned to include mini-storage warehouse located in the southwest corner of the Old Phoenix Road and New Phoenix Road intersection. The tract includes 5.31 acres to be developed but will be limited by the need for on-site water and sewer systems. The site is planned to be developed as a mini-warehouse site containing approximately 6 buildings with 49,000 SF of storage space.



EXISTING TRAFFIC

The existing AM and PM peak hour traffic at the intersection was measured on January 24, 2023, and is reflected in the table on the following page.

PEAK HOUR TRAFFIC ALL DIRECTIONS

	Old Phoenix Rd Northbound				Old Phoenix Rd Southbound				New Phoenix Rd Eastbound				New Phoenix Rd Westbound				Total all directions
	left	Thru	Right	Total	left	Thru	Right	Total	left	Thru	Right	Total	left	Thru	Right	Total	
AM Peak																	0
7:00 AM	0	37	0	37	7	26	0	33	0	0	0	0	2	3	13	18	88
7:15 AM	2	69	1	72	1	26	0	27	1	1	1	3	5	11	8	24	126
7:30 AM	2	63	2	67	2	29	3	34	2	1	1	4	2	16	19	37	142
7:45 AM	1	96	3	100	7	25	2	34	3	7	2	12	3	12	13	28	174
8:00 AM	0	71	1	72	9	25	0	34	1	5	3	9	1	6	13	20	135
8:15 AM	0	65	0	65	4	21	2	27	0	6	1	7	1	4	12	17	116
8:30 AM	0	58	3	61	1	24	0	25	2	5	0	7	0	3	10	13	106
8:45 AM	0	37	0	37	7	26	0	33	0	0	0	0	2	3	13	18	88
PM Peak																	0
4:00 PM	1	26	2	29	9	39	1	49	0	6	1	7	2	1	6	9	94
4:15 PM	4	24	3	31	23	59	3	85	0	7	3	10	0	8	8	16	142
4:00 PM	0	22	1	23	11	59	2	72	1	7	1	9	0	1	3	4	108
4:45 PM	1	20	3	24	15	44	0	59	0	6	3	9	1	4	2	7	99
5:00 PM	1	21	0	22	21	95	0	116	0	6	1	7	0	3	7	10	155
5:15 PM	3	24	2	29	14	66	1	81	3	5	2	10	1	6	9	16	136
5:30 PM	4	24	1	29	11	62	1	74	0	5	3	8	1	2	5	8	119
5:45 PM	2	28	0	30	13	56	1	70	0	7	2	9	0	2	8	10	119

As can be seen by examination of the existing peak hour traffic table, the morning (AM) peak occurs from 7:15 to 8:15 AM with a total traffic through the intersection of 577 vehicles. The PM peak occurs from 5:00 to 6:00 and totals 529 vehicles. It can be seen that Old Phoenix Rd is the major contributor to the intersection with New Phoenix being a minor impact.

Predicted Traffic

Trip Generation software by Microtrans will be used to generate average daily traffic plus peak hour enter and exit projections for each use. The projected future traffic will be combined with existing counts provided by the GDOT Traffic data website to predict total roadway traffic.

Passer-by traffic, is generally defined as traffic that is already on the roadway and contained in existing counts but will also be included in projected counts. A mini-storage facility typically has a significant percentage as passerby traffic given that the existing neighborhood will utilize the facility. We expect that passer-by rate to be moderately high especially during AM and PM peak hours, so traffic projections for the use will be based on Peak AM and PM traffic measured on the adjacent roadways. Mini storage warehouse traffic will be based on gross square footage, with passer-by rates moderate.

We anticipate the development will have access points from both Old Phoenix Road and New Phoenix Road. Old Phoenix Road is an established path of travel for traffic traveling back and forth between Lake Sinclair and Milledgeville area to the Lake Oconee area and is the primary contributor to the intersection. It is assumed that right turn and left turn traffic projected for the site will be split 50/50. Since most of the activity at the intersection occurs during the AM and PM peak hours, the focus of the impacts is evaluated for peak hour instead of the total day.

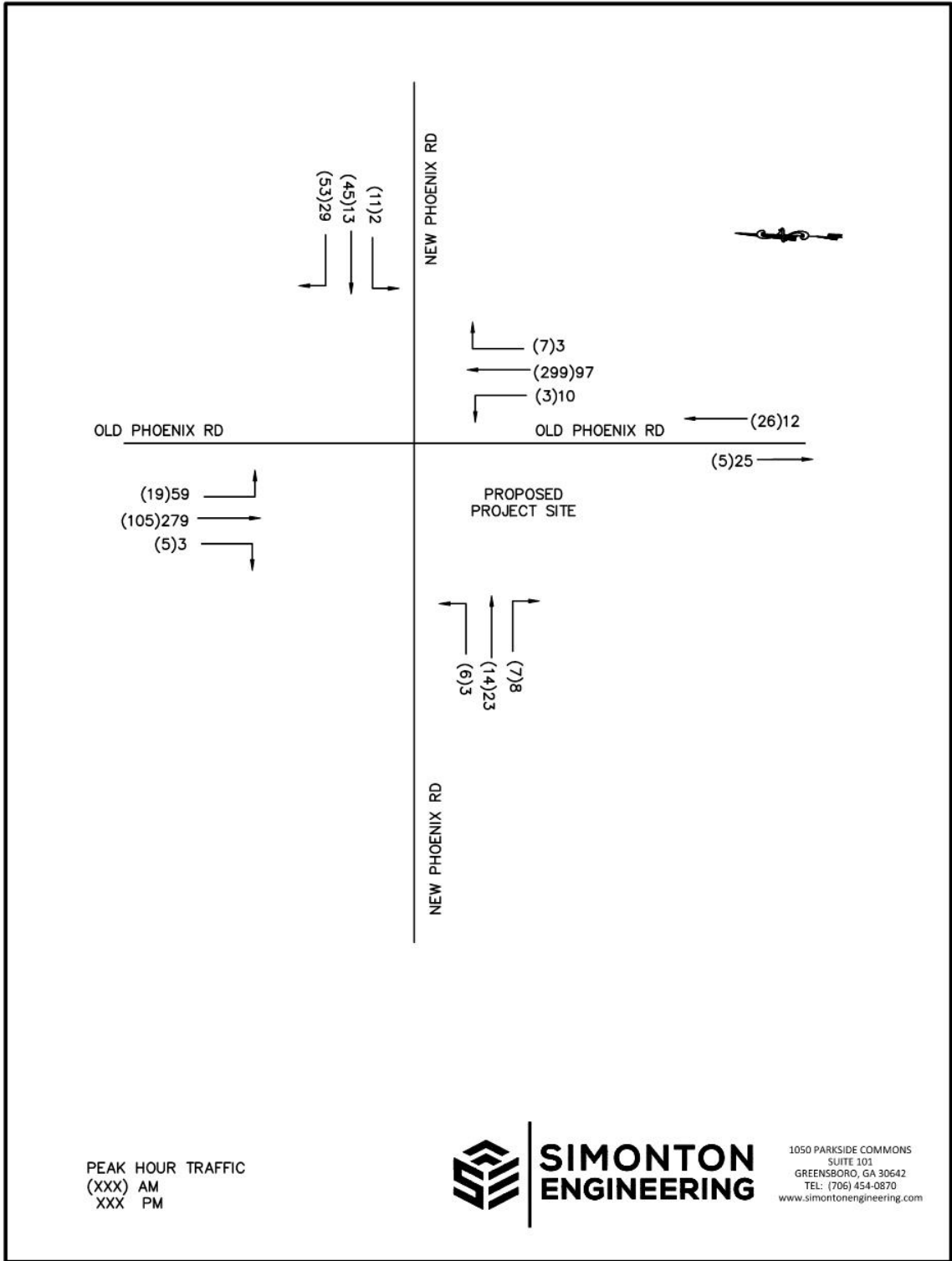
- Existing total daily trips through the intersection = 975 during the AM 2 hours and 972 in the PM 2 hour period.
- Projected Hourly Weekday two way Volume = 123 VPD
- Projected Enter/Exit Peak Hour Trips (PM)= 6 Enter 6 Exit during peak hour
- Northbound/arrival (50%) = 62 Trips per day (TPD)
- Southbound/arrival (50%) = 62 Trips per day (TPD)

Table 1 below provides a detailed traffic projection that includes the land use, the ITE code used for each, along with average daily volumes plus enter and exit projection for AM and PM Peak. The projected traffic contained in **Table 1** is for a 100% build-out.

Table 1

Land Use	Total Trips	AM Peak Hour Enter/Exit	PM Peak Hour Enter/Exit	Peak Hour
Mini Storage Warehouse ITE Code (151)	123	4/3	6/6	13

See below Figure for traffic distribution and Peak Hour project movements. The predominant movement at the intersection is very clear that morning traffic is north bound and evening traffic is south bound on Old Phoenix Road. It is also very evident that the impacts of New Phoenix Road on the intersection is very minor. Based on the traffic through the intersection as shown above the all-way stop intersection is currently operating at average Level of Service (LOS) of A/B. Since the projected traffic is very low and approximately 30% of the projection is passer-by the LOS of the intersection is not expected to change based on the proposed development.



Existing Peak Hour Movements for Project Figure 1

Turning Movement Evaluation

In order to fully evaluate the impacts on the local roadway the GDOT State Route Regulations were used that require the entrance to any development that connects to a state road will meet all state and local requirements for intersection design. As required by this provision the GDOT right turn and left turn standards were used to complete the evaluation of the entrance road on Old and New Pheonix Road for this project.

For the right turn evaluation the GDOT *Regulations for Driveway and Encroachment Control (Driveway manual)* revision 5.0, dated July 3, 2019, Section 4.9.1.1 of the manual was consulted

4.9.1.1 Minimum Requirements for Right Turn Deceleration Lanes

Right turn deceleration lanes must be constructed at no cost to the Department if the daily site generated Right Turn Volumes (RTV) based on ITE Trip Generation (assuming a reasonable distribution of entry volumes) meet or exceed the values shown in Table 4-6. Passing lane sections fall under the criteria for two or more lanes.

Posted Speed	2 Lane Routes		More than 2 Lanes on Main Road	
	AADT		AADT	
	< 6,000	>=6,000	<10,000	>=10,000
35 MPH or Less	200 RTV a day	100 RTV a day	200 RTV a day	100 RTV a day
40 to 50 MPH	150 RTV a day	75 RTV a day	150 RTV a day	75 RTV a day
55 to 60 MPH	100 RTV a day	50 RTV a day	100 RTV a day	50 RTV a day
>= 65 MPH	Always	Always	Always	Always

Table 4-6 Minimum Volumes Requiring Right Turn Lanes

Speed limit on Old Phoenix road is 55 MPH and daily traffic is well below the 6,000 AADT for a two-lane road. This development falls outside of any area which requires a right turn lane at any intersection that falls below the stated criteria. With the all-stop intersection working at a LOS A/B the low number of right turns should not interfere with smooth flow of traffic.

For the left turn evaluation the GDOT *Regulations for Driveway and Encroachment Control (Driveway manual)* revision 5.0, dated July 3, 2019, Section 4.9.1.2 of the manual was consulted.

4.9.1.2 Minimum Requirements for Left Turn Lanes

Left turn lanes must be constructed at no cost to the Department if the daily site generated Left Turn Volumes (LTV) based on ITE Trip Generation (assuming a reasonable distribution of entry volumes) meet or exceed the values shown in Table 4-7a **Condition 1**. If the LTVs are below the requirements for **Condition 1**, the applicant may be required to construct a Right Hand Passing Lane (see **Figure 4-7** if they meet the criteria in Table 4-7b **Condition 2**). The District Traffic Engineer will use engineering judgment to determine if the field conditions would allow construction of the Right Hand Passing Lane. Passing lane sections fall under the criteria for two or more lanes.

Condition 1

LEFT TURN REQUIREMENTS-FULL CONSTRUCTION				
Posted Speed	2 Lane Routes		More than 2 Lanes on Main Road	
	ADT		ADT	
	<6,000	>=6,000	<10,000	>=10,000
35 MPH or Less	300 LTV a day	200 LTV a day	400 LTV a day	300 LTV a day
40 to 50 MPH	250 LTV a day	175 LTV a day	325 LTV a day	250 LTV a day
>= 55 MPH	200 LTV a day	150 LTV a day	250 LTV a day	200 LTV a day

Table 4-7a Minimum Volumes Requiring Left Turn Lanes

Condition 2

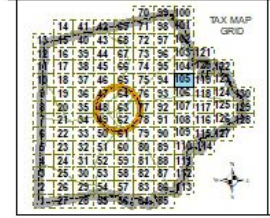
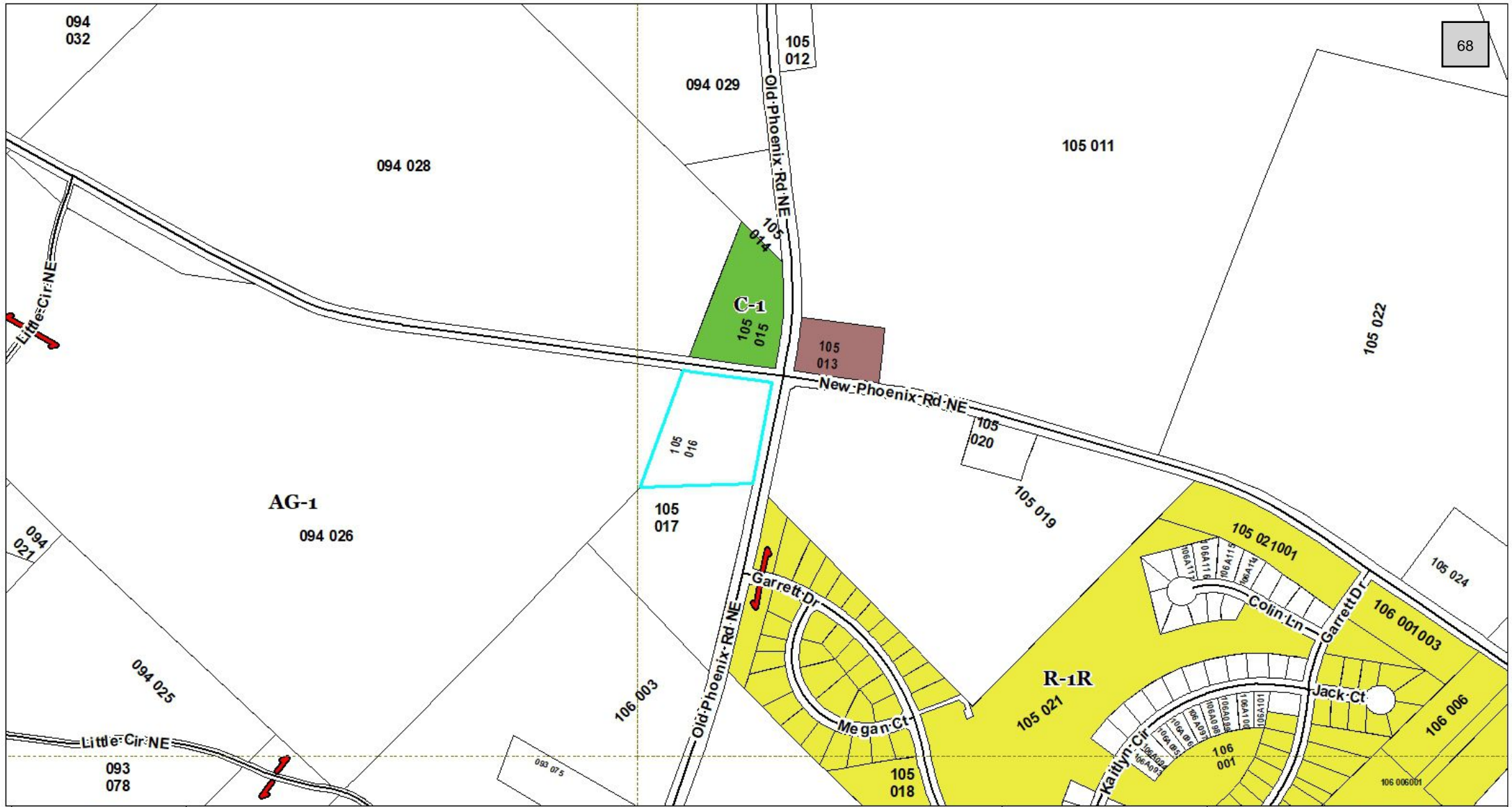
LEFT TURN REQUIREMENTS w/Right Hand Passing Lane Option		
Posted Speed	2 Lane Routes only	
	ADT	
	<4,000	>=4,000
35 MPH or Less	200 LTV a day	125 LTV a day
40 to 45 MPH	100 LTV a day	75 LTV a day
50 to 55 MPH	75 LTV a day	50 LTV a day

Table 4-7b Minimum Volumes Requiring Right Hand Passing Lanes

As noted above Old Pheonix Road has significantly less than the 6,000 ADT and has a posted speed limit of 55 MPH, which would require a center left turn lane if projected left turns exceeded 250 LTV per day under condition 1. Projected distribution does not meet this threshold. Even if all 17 left turns entered from Old Phoenix Rd, it is still below any turn lane or right hand passing lane requirement as shown in Table 4-7b above. No center left turn lane or passing lane is required.

Conclusions & Recommendations

This study meets the requirements of the *Putnam County Traffic Impact Study* in that it assess and project's impact of the development on the existing infrastructure based on the projected site plan included. As noted above, neither a right turn lane nor a left turn lane is warranted based on GDOT guidelines.



GEOGRAPHIC FEATURE LEGEND

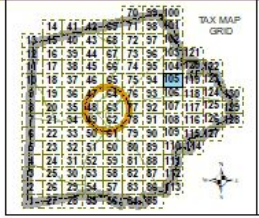
Eatonton Limits	Overlay District	AG-2	C-2 CITY	IND-2 CITY	R - 1 CITY	RM-2
County Boundary	No Code	C-1	I-M	MHP	R - 2 CITY	R-1R
Roads	AG-1	C-1 CITY	IND-1 CITY	PUBLIC	R - 3 CITY	RM-3
Parcels	AG-1 CITY	C-2	IND-2	PUBLIC CITY	R - 4 CITY	VILLAGE
Parcel Hooks					RM-1	

MGRC
Middle Georgia Regional Commission
175 Emery Hwy
Suite C
Macon, Georgia 31217
(478) 751-6160
Web:
www.middlegeorgia.org

PUTNAM COUNTY, GEORGIA
ZONING MAPS

MAP 105

MAP SCALE: 1" = 400' SCALE RATIO: 1:4,800 DATE: FEBRUARY 2023



GEOGRAPHIC FEATURE LEGEND

Eatonton Limits	Agriculture/Forestry	Mixed Use	Residential
County Boundary	Commercial	Park/Recreation/Conservation	Transportation/Communication/Utilities
Roads	Industrial	Public/Institutional	Undeveloped/Vacant
Parcels			
Parcel_Hooks			

MGRC
Middle Georgia Regional Commission
175 Emery Hwy
Suite C
Macon, Georgia 31217
(478) 751-6160
Web:
www.middlegeorgiaarc.org

**PUTNAM COUNTY, GEORGIA
FUTURE LAND USE MAPS**

MAP 105

MAP SCALE: 1" = 208.33' SCALE RATIO: 1:2,500 DATE: FEBRUARY 2023

File Attachments for Item:

8. Proposed adoption of changes to the Putnam County Code of Ordinances - Chapter 32 (Fire Protection and Prevention)

EXPLANATION OF DOCUMENTS:

Underlined language equals added text.

~~Struck through language equals deleted text.~~

All proposed changes highlighted in yellow.

Chapter 32 FIRE PROTECTION AND PREVENTION

ARTICLE I. IN GENERAL

Sec. 32-18. Enforcement.

- (a) *Fire Marshal.* The Fire Marshal is authorized to render interpretations of fire codes and to make and enforce rules and supplemental regulations in order to carry out the application and intent of its provisions.
- (b) *Enforcement assistance.* Police and other enforcement agencies shall have the authority to render necessary assistance in the enforcement of fire codes when requested to do so by the Fire Marshal.
- (c) *Interference with enforcement.* Persons shall not interfere or cause conditions that would interfere with the fire marshal carrying out any duties or functions prescribed in the fire codes.
- ~~(d) *Fire watch.* The fire marshal shall have the authority to require standby fire personnel or an approved fire watch when potentially hazardous conditions or a reduction in a life safety feature exists due to the type of performance, display, exhibit, occupancy, contest or activity, impairment to a fire protection feature, or the number of persons present.~~
- ~~(e) *Fire watch employment.* The owner, agent, or lessee shall employ one or more qualified persons, as required and approved, to be on duty. Such standby personnel or fire watch personnel shall be subject to the fire marshal's orders at all times and shall be identifiable and remain on duty during times such places are open to the public, when such activity is being conducted, or as required by the fire marshal.~~
- (d) Extra-duty/fire watch ordinance.
 - (1) When required by the Fire Chief or Fire Marshal for buildings that could be hazardous in nature, including the temporary cessation of life safety infrastructure, a temporary measure intended to ensure systematic surveillance of a building or portion thereof by one (1) or more qualified individuals for the purpose of identifying hazards, detecting early signs of unwanted fire, raising an alarm and notifying the fire department, shall be provided to serve as fire watch. Fire watch personnel shall be provided with at least one (1) approved means for notification of the fire department and their sole duty shall be to perform constant patrols and watch for the occurrence of fire.

- (2) In the event the Fire Chief or Fire Marshal determines that a special event may have an adverse impact on public safety or affect the delivery of services, a public safety plan should be prescribed to ensure an approved level of public safety. The plan provisions are beyond the scope of fire watch and establish the need for extra-duty personnel during the times such places are open to the public, or activity is being conducted. The public safety plan shall be provided by the event coordinator and approved by the fire marshal.
- (3) Such fire personnel shall be subject to the orders of the Fire Chief or Fire Marshal, at all times and shall be identifiable and remain on duty during the times such places are open to the public, when such activity is being conducted, or while such impairment or condition remains, as required by the Fire Chief or Fire Marshal.
- (4) Fire watch shall be documented using a fire watch log maintained at the protected facility and available to fire department personnel at all times during a fire watch.
- (5) Whereby extra-duty fire personnel or an approved fire watch is required; the owner, agent, or lessee shall employ one (1) or more qualified persons, as required and approved by the Authority Having Jurisdiction to be on duty. Fire personnel shall be compensated at a rate of Fifty dollars (\$50.00) per hour for a minimum of four (4) hours.
- (6) The cost of extra-duty and fire watch personnel shall be at no cost to the fire department.
- (7) The fire department shall be authorized to establish and collect fees to recover the costs for equipment, supplies, and personnel affiliated with fire or medical services extra-duty assignments, fire watch, and similar services, beyond the normal scope of emergency operations. The fire chief will have the capability to change the rate of employment and equipment cost.
- (8) Procurement and distribution of fire department apparatus will be charged at the rate as established by the Board of Commissioners.

(Ord. of 12-18-2007; Ord. of 3-18-2008)

ARTICLE VII. APPLICABILITY

Sec. 32-19. Fire hydrants; water mains.

- (a) *Installation of water mains.* Water mains and fire hydrants shall be installed under water pressure and ready for firefighting before any sheathing may be installed on walls and roofs of buildings, unless said sheathing is of fire resistive construction.
- (b) *General requirements for potable water system.* Water mains properly connected with the county water supply system or with an alternate supply system approved by the county health department shall be constructed in such a manner so as to adequately serve all lots shown on the subdivision plat for both residential use and fire protection. All materials, labor, equipment, and other items related to construction of the water distribution system shall be provided in accordance with policies and specifications of the Eatonton Putnam Water and Sewer Authority.
- (ac) *Ownership.* All fire hydrants installed within the unincorporated area of Putnam County shall be owned by and under the direct supervision of the respective owners. Owners shall be required to provide the Putnam

County Fire Chief with a complete listing of the number and location of all fire hydrants under their supervision.

- (bd) *Fire hydrants required.* All public well or water supply systems, as defined in this Code, shall provide fire hydrants as a primary means of fire suppression. This requirement shall apply to newly constructed systems and any expansion of existing systems where such expansion would add service for 15 or more connections or add service for 25 or more persons on a daily basis whether such expansion is completed at one time or in several phases. Owners or operators of existing public well or water supply systems are hereby prohibited from removing fire hydrants currently installed in said systems except as provided below. Existing public well or water supply systems which do not include fire hydrants shall not be required to install fire hydrants unless the system is expanded as provided above.
- (ee) *Fire hydrant standards.* All fire hydrants, fittings, valves and fire department connections incorporated into a public well or water supply system shall be installed and maintained by the respective owners in accordance with the most recent version of the International Fire Code including any appendices as adopted by Putnam County and shall be of a standard and accepted make as approved by the county fire departments. Said standards include, but are not limited to, minimal distance between fire hydrants, location with respect to public right-of-way, design and construction specifications, and pressure/flow capacity. All fire hydrants shall be fitted with a Storz nozzle, a non-threaded outlet connector able to allow a quarter-turn connection, or comparable connector, as approved by the Putnam County Fire Chief and shall be not less than eighteen (18) inches or more than thirty-six (36) inches above the level of the adjoining ground or paving. Hydrants shall meet the requirements of NFPA No. 24, Fire Hydrants for Outside Protection. Hydrants should be placed at least fifty (50) feet from the buildings protected. Where it is impossible to place them at this distance, they may be put nearer, provided they are set in locations where the chance of injury by falling walls is small, and from which personnel are not likely to be driven by smoke or heat while attempting to hookup. Such fire hydrants shall be serviced by water mains no less than eight inches in diameter.
- (ef) *Fire chief granted authority.* The Putnam County Fire Chief, or his/her designee, is hereby granted the authority to inspect, test and approve all fire hydrants situated within the unincorporated area of Putnam County. The Putnam County Fire Chief shall keep all records of the location and test results of all fire hydrants under this authority. The fire chief, or his/her designee, shall indicate the result of testing by color-coding the fire hydrant according to the International Fire Code standards. Newly installed fire hydrants shall be tested within 180 days of installation. Existing fire hydrants shall be tested at intervals of no less than two years. No owner of a fire hydrant included under this authority shall interfere with or restrict the ability of the Putnam County Fire Chief to exercise this authority.
- (eg) *Fire hydrant out-of-service.* The owner of any fire hydrant under their supervision which is known to be inoperative or out of service for any reason shall promptly report the same to the Putnam County Fire Chief. Any fire hydrant found, on testing, to fail to meet the standards set forth above shall be designated as out-of-service. The Putnam County Fire Chief shall notify the owner, in writing, of any fire hydrant designated as being out-of-service within ten days of such designation. The notification may be by personal service or U.S. Postal Service, registered letter.
- (fh) *Owner duty to repair.* Upon notification of a fire hydrant being out-of-service, it shall be the duty of the owner to repair or replace the defective fire hydrant so as to place it back in service within 90 days of receiving notification. Alternatively, at the option of the owner, the defective fire hydrant may be physically removed from the system, providing however that the distance between the remaining, approved fire hydrants be no less than 1,000 feet.
- i) *Water mains.* Minimum size of water mains and spacing of fire hydrants for future construction and development shall be determined according to the standards and specifications of the Eatonton Putnam Water and Sewer Authority In single-family approved subdivisions, at least an eight-inch pipe shall be installed, except within three hundred (300) feet of a cul-de-sac. Water

flow in those lines shall provide a minimum flow of water at seven hundred fifty (750) gallons per minute. Fire hydrants shall be spaced not to exceed five hundred twenty-five (525) feet. Three-way hydrants shall be installed in all areas of the county.

- ii) In multifamily approved subdivisions or multifamily apartment complexes, at least an eight-inch or larger pipe shall be installed, except within three hundred (300) feet of a cul-de-sac. Water flow in those lines shall provide a minimum flow of water at seven hundred fifty (750) gallons per minute. Fire hydrants shall be spaced not to exceed five hundred twenty-five (525) feet. Additional fire hydrants may be required to permit all portions of buildings to be reached by hose lays of not more than four hundred (400) feet by road travel. Three-way hydrants shall be installed in all areas of the county.
- iii) In approved industrial and commercial areas, including, but not limited to, motels, hotels, nursing homes, hospitals, educational buildings, office buildings and other structures not listed elsewhere at least a twelve-inch or larger pipe shall be installed to provide a minimum flow of water at one thousand (1,000) gallons per minute. A larger flow of water may be required pursuant to fire flow calculations. Fire hydrants shall be spaced not to exceed four hundred (400) feet.
- iv) Additional fire hydrants may be required by the fire department to permit all portions of a development to be reached by hose lays not more than four hundred (400) feet by road travel. Three-way hydrants shall be installed in all areas of the county.

(g) *Violations.* Notwithstanding any other provisions of this Code, any violation of this code section shall be punishable by a minimum fine of \$50.00. Each day the violation continues shall constitute a separate offense.

(Ord. of 12-18-2007; Ord. of 3-18-2008; Ord. of 1-19-2016 ; Ord. of 7-19-2022(1))

Sec. ~~32-19.1~~ **32-20.** Fire hydrant tax.

- (a) *Special district created.* A special tax district within Putnam County is hereby created, consisting of all real property situated within the unincorporated area of Putnam County. Said special district shall be known as the Putnam County Fire Suppression District.
- (b) *Special tax to be levied.* To pay, wholly or partially, the costs of installing, maintaining, inspecting, and testing of fire hydrants within the special district, a special tax shall be levied against all taxable real property situated within the special district. The amount of said tax shall be set, from time to time, by the Putnam County Board of Commissioners, providing however that the tax shall not exceed \$25.00 per annum.
- (c) *Distribution of tax proceeds.* As a fee for collection services, the tax commissioner of Putnam County shall be paid ten percent of the fire hydrant tax fees collected. The remaining special tax proceeds shall be paid into a restricted fund of Putnam County, said restricted fund to be established by resolution of the Putnam County Board of Commissioners. The restricted fund shall be used exclusively to compensate the Putnam County Fire-Rescue Department and owners of fire hydrants located in the unincorporated area of Putnam County for duties imposed by this code section. Compensation to owners of fire hydrants shall be made by written agreements between the owner and Putnam County.

(Ord. of 1-19-2016)

State constitution reference(s)—Ref. GA Constitution, Art. IX, Sect. II, Para. VI (c)

Sec. 32-21. Life Safety infrastructure

(a) Emergency entrance key lock box. In order to expedite entry into a structure and to aid the fire department in the task of extinguishment, the following requirements have been developed.

(1) All new occupancies except one- and two-family dwellings, shall have a key lock box, approved by the fire marshal.

(2) The location of the key lock box shall be approved by the fire marshal's office.

(3) All gated residential developments shall have a key lock box or key gate access, approved by the fire marshal.

Exception: Single family residential property with gated driveways.

(b) Fire alarm ordinance.

(1) In addition to NFPA 101 Life Safety Code, all buildings with fire sprinkler systems must have a fire alarm system, designed per NFPA72.

(2) All systems must dial 911 immediately upon activation.

(c) Fire protection sprinkler, new construction.

(1) Hotels, motels, dormitories, lodging houses or rooming houses, residential board and care facilities, multifamily residential dwellings, educational occupancies, day care occupancies, and health care facilities, regardless of type of construction shall have complete, automatic fire sprinkler systems installed in accordance with NFPA installation standards.

(2) All community living arrangements shall have automatic fire sprinkler systems installed in accordance with NFPA installation standards.

(3) In addition, according to the NFPA Code, all day care occupancies must install an automatic sprinkler system per NFPA 13R.

(4) Care facilities shall be classified as Residential Group R3 occupancies in accordance with Section 310.4 of the International Building Code.

- (5) Care facilities for persons receiving care that are within a single-family dwelling unit are permitted to comply with the International Residential Code provided an automatic sprinkler system is installed in accordance with Section 903.3.1.3 or Section P2904 of the International Residential Code
- a. Personal care homes and adult or child day care facilities shall provide an approved state license prior to the issuance of a county business license.
 - b. All home occupations shall obtain a business license from Putnam County per ULDC requirements.
 - c. Home occupation personal care homes shall be limited to the provision of care and supervision to not more than three (3) persons or as otherwise provided for according to Section 4.03.19 and Section 7.01.01 of the county ULDC.
- (6) All group home care occupancies must install a sprinkler system in accordance with NFPA 13R.
- (7) Assembly occupancies are required to install an automatic sprinkler system where one of the following conditions exist:
- a. The building or space exceeds five thousand (5,000) square feet;
 - b. The building or space has an occupant load of one hundred (100) or more;
 - c. The building or space is located on a floor other than the level of exit discharge.
- (8) All buildings ten thousand (10,000) square feet or more under a common roof, and buildings over one (1) story in height, or any building with an occupant load of three hundred (300) or more persons shall be sprinkled with an approved NFPA 13 system with the exception of the following:
- a. Multifamily dwellings up to and including three (3) stories in height shall be sprinkled with an approved sprinkler system modified to include full sprinkler coverage in all attics and breezeways;
 - b. Single-family dwellings within a subdivision.

- (i) In addition to the NFPA Code any residential occupancies containing more than two (2) dwelling units must install an approved automatic sprinkler system per NFPA 13, 13R, or 13D design requirements, as approved by the local fire marshal and/or authority having jurisdiction; including townhouses and condominiums.

Exception - Automatic residential sprinkler systems for townhouses shall be permitted to be designed and installed in accordance with NFPA 13D and shall be modified to include full sprinkler coverage in all attics and breezeways.

- (9) All buildings six thousand (6,000) square feet or more in an area under a common roof where vehicles are pulled inside for the purpose of maintenance, repair, storage, or installation of all accessories shall be fully sprinkled with an approved sprinkler system except where vehicle bay areas in a building are less than or equal to six hundred (600) square feet, it shall be permissible to place up to six (6) sprinkler heads off of the domestic water supply in lieu of sprinkling the entire building. In so doing, calculations must be performed by an approved sprinkler contractor certified by the State of Georgia and such calculations must be shown on the plans submitted for approval by the fire marshal's office.

- (10) Each automatic sprinkler system required by this article shall be in accordance with one (1) of the following:

- a. NFPA 13, Standard for the Installation of Sprinkler Systems
- b. NFPA 13D, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes
- c. NFPA 13R, Standard for the Installation of Sprinkler Systems in Residential Occupancies up to and Including Four Stories in Height

- (11) All buildings or structures installing a 13R sprinkler system must also install a sprinkler system in the attic.

Exception: Paragraphs (1) through (9); Plans submitted prior to adoption of the ordinance from which this article is derived, must meet the sprinkler requirements adopted at the time plans were submitted.

- (12) A "fire wall" shall not be considered to be a separate building so as to avoid the required automatic fire extinguishing system.
- (13) Approved ventilation hoods and hood fire suppression equipment shall be installed in restaurants or other occupancies, including food trucks, with food preparation facilities having cooking appliances capable of producing grease laden vapors, such as ranges, deep fat fryers, grills, broilers, or other similar appliances. The standards for approval of such facilities shall be based on the fire code, including NFPA 96, Ventilation Control and Fire Suppression of Commercial Cooking Operations.
- (14) Buildings shall be equipped with an approved standpipe system when required by the building or fire code. Required standpipes shall be installed in accordance with the building code, fire code, and NFPA 14, Installation of Standpipe and Hose Systems. Site plans with fire hydrant and FDC location must be submitted for review by the local fire marshal.
- (15) The fire department connection (FDC) must be placed at the main entrance (driveway) and out of the collapse zone of the building with no obstructions, and within fifty (50) feet of a fire hydrant. The FDC should stand between thirty-six (36) inches to forty-eight (48) inches above grade. No person shall put any post or installation or structure or landscaping, nearer than thirty-six (36) inches to any fire department connection (FDC) or hydrant.
- (16) Before any fire protection system is installed, plans shall be submitted by the contractor installing the sprinkler system to the fire marshal's office, which shall review the plans for compliance with NFPA standards prior to stamping the plans as "reviewed." Plans must show:
- a. Proposed system design over building layout.
 - b. Copy of Georgia State License.
 - c. All sets of working plans shall be signed, and a certified seal placed thereon.
 - d. Hydraulic calculations. Information sheets (cut sheets) on materials.

- (17) Sprinkler system installers, inspectors, and maintenance personnel shall meet the Rules and Regulations for Enforcement of the Georgia Fire Sprinkler Act, O.C.G.A. 120-3-19.
- (18) The responsibility for annual testing and maintenance of any fire protection system is the responsibility of the owner of the property. Systems shall be inspected and tested in accordance with NFPA 13, 13D, or 13R, NFPA 25 and the manufacture's requirements.
- (19) All automatic sprinkler equipment specified in this article shall be inspected at least once a year by a state certified sprinkler contractor and maintained by the owner or occupant at all times in proper operative conditions. The occupant of the building containing such equipment shall promptly notify the fire marshal or the county fire department in case such sprinkler protection is withdrawn, interrupted, curtailed, or altered.
- (20) The fire protection sprinkler system shall be inspected by a fire protection sprinkler contractor to determine whether the system is in compliance with applicable codes and fully operational. The fire protection sprinkler contractor shall completely restore the system, confirm the system is in service, and submit a written statement to that effect to the fire marshal's office.

(d) Fire protection sprinkler, existing buildings and structures.

The purpose of this section is to encourage the continued use or reuse of legally existing buildings and structures. The intent is to permit repairs, renovations, modifications, reconstructions, additions, and change of use or occupancy in existing buildings.

Any requirements that are essential for the safety of building occupants and that are not specifically provided for by the life safety code, building code, or fire code, shall be determined by the authority having jurisdiction.

The provisions of this subchapter shall apply to existing buildings and structures constructed prior to the adoption of this subchapter and shall provide a minimum degree of fire and life safety to persons occupying space which does not comply with current codes.

- (1) The legal occupancy of any building or structure existing on the date of adoption of this Code shall be permitted to continue without change, except as otherwise provided, according to the following:

- a. No change shall be made in the use or occupancy of any building or structure that would place the building or structure in a different division of the same group of occupancy or in a different group of occupancies, unless it is made to comply with the requirements of the current code for such division or group of occupancy. Any change of use or occupancy classification shall comply with the automatic sprinkler system requirements for new construction.
- b. In any building where renovation, modification, or reconstruction exceeds fifty (50) percent of the work area, an automatic fire sprinkler system shall be installed accordance with requirements for new construction and NFPA 13, 13R, or 13D. The requirement shall apply to the highest floor containing a work area and all floors below.
- c. Repair, renovation, modification, and reconstruction shall be defined by NFPA 5000.

Exceptions:

- a. Historic buildings shall be defined as a building or facility deemed to have historical, architectural, or cultural significance by a local, regional, or national jurisdiction, and shall comply with the International Existing Building Code and the International Building Code.
- b. Single-family residential dwellings.
- (e) Rendering equipment inoperable.
 - (1) Portable or fixed fire-extinguishing systems or devices and fire-warning systems shall not be rendered inoperative or inaccessible except as necessary during emergencies, maintenance, repairs, alterations, drills or prescribed testing.
 - (2) It shall be the responsibility of the property owner to notify the fire marshal's office in the event the portable or fixed fire-extinguishing system or device or fire-warning system is inoperative for any period of time.

Sec. 32-202. Parking in fire lanes; authority to prevent blocking of private ways and alleys.

- (a) *Prohibition.* It shall be unlawful for any person to stop, stand or park any motor vehicle in, or otherwise obstruct, any fire lane as described in this section.
- (b) *Penalty.* The fine for any offense under this section shall be \$50.00.
- (c) *Definitions.* The following words, terms and phrases, when used in this paragraph, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Fire lane means an area designated by the fire official which provides access to fire department connections and fire hydrants and provides access for fire department vehicles to buildings. This includes all alleys, including private alleys, private ways or driveways, where parking of motor vehicles or other obstructions can interfere with ingress or egress of fire department vehicles and equipment.

Fire marshal means a fire officer or other designated authority or the fire officer's or authority's duly authorized representative charged with the administration and enforcement of the fire prevention code adopted in this chapter.

Master plat means an original plat drawn in accordance with this section.

Plat means a map created by the property owner which depicts the location and boundaries of land and all existing fire lanes in accordance with this section. Maps shall be drawn to scale.

Property owner means each person possessing any estate or leasehold right in the property being designated as a fire lane.

- (d) *Authority.* The fire chief, or a duly authorized fire official, may properly designate fire lanes and prevent the blocking of any private alley, private way or driveway in Putnam County by the parking of automobiles or otherwise.
- (e) *Posting of signs.* The commercial property owner is required to post signs meeting the following criteria in areas designated as fire lanes:
- (1) Signs shall read: "No Parking—Fire Lane."
 - (2) Signs must meet design specifications as required by chapter 48 of the Putnam County Code of Ordinances.
 - (3) One sign shall be posted at the beginning of the fire lane and one at the end of the fire lane and at intervals not more than 50 feet apart.
 - (4) Signs posted shall not be more than four feet from the edge of the curb and shall be visible from both directions of the driving surface.
- (f) *Painting of curbs.* The fire chief or a duly authorized fire official may order curbs adjacent to a fire lane to be painted red or another distinctive color.
- (g) *Parking in a fire lane.* No person shall park, stand or stop any motor vehicle or place any other property in a fire lane; however, this section shall not apply to the parking of an authorized emergency vehicle.
- (h) *Obstructing posted private alley or driveway.* Any person who shall park any vehicle of any character or place any other property in any private alley, private way or driveway which has been posted in accordance with this section. Any person owning or occupying property abutting the private alley, private way or driveway who shall cause or permit the placing of anything therein which would impede or block the passage of fire trucks and equipment, shall be guilty of an offense.
- (i) *Site plans.* Property which falls within Putnam County upon which fire lanes have been designated shall have all fire lane delineations visually depicted on a site plan. These plans shall be designed by the property owner and submitted to the Building Official. Each plan shall identify all building exterior walls, traffic and parking lanes and sidewalks. The areas to be designated as fire lanes shall be delineated in red ink. The plan shall

state a scale of measurement, and specify the name of the property, the location of the property, a brief legal description of the property and the length and width of the fire lanes.

- (j) *Enforcement officials.* Fire marshals, police officers, code enforcement officers or other duly authorized law enforcement officials shall have the authority for enforcement of fire lanes. Fire marshals, police officers, code enforcement officers, or other duly authorized officials may cause to be removed to the nearest authorized place of impound or other place of safety any unattended vehicle or other property left standing in violation of this section. If a vehicle is towed by Putnam County subject to this section, Putnam County shall be authorized to use a call list of designated towing agencies to arrange for towing. The vehicle owner shall be responsible for charges for the towing and any daily impoundment storage fee.
- (k) *Notice of ordinance violation.* Notwithstanding any other provisions of this Code, violations of this chapter may be enforced by a notice of ordinance violation issued by any authorized law enforcement officer, fire marshal, or code enforcement officer as provided below:
- (1) Ordinance violations charged by means of a notice shall not be punishable by imprisonment but shall be punishable by a fine of \$50.00.
 - (2) A notice of ordinance violation may be served by delivery into the hands of the suspected violator or by leaving the notice of ordinance violation at the suspected violator's residence with a person of suitable age and discretion residing therein, or by leaving the notice of ordinance violation at the suspected violator's place of business if the violation occurs at the business location, with a person of suitable age and discretion employed therein.
 - (3) Alternative to the provisions of subsection (2) above, a notice of ordinance violation may be served by substituted service as follows:
 - a. The notice of ordinance violation may be placed on the front windshield of the illegally-parked vehicle in a fashion reasonably calculated to secure the notice of ordinance violation in place. Notices served according to this subsection shall be conspicuously marked and placed in a waterproof packet.
 - b. The notice of ordinance violation may be served by securely attaching the notice of ordinance violation to the front door of the primary residential or business structure on the property served by the fire lane or to other door to said structure reasonably appearing to provide the primary point of egress to said residence or business. A notice of ordinance violation served according to this subsection shall be posted on the upper part of the door, shall be conspicuously marked and shall be placed in a waterproof packet.
 - (4) Violators may respond to a notice of ordinance violation either by signing the notice and returning the notice along with payment of the fine indicated thereon to a court of competent jurisdiction by the date indicated on the notice or by appearing in a court of competent jurisdiction to plead not guilty to the charged violation at the date and time provided on the notice. No proceedings for contempt or arrest shall be initiated for failure to appear on the return date on the notice.
 - (5) Violators who fail to respond to a notice of ordinance violation as provided for in subsection (4) above may thereafter be served personally with an ordinance violation citation or accusation, and criminally prosecuted pursuant to chapter 18, section 18-84.
- (l) *Section not exclusive.* The imposition of a penalty under the provisions of this section shall not prevent the revocation of any permit or license or the taking of other punitive or remedial action where called for or permitted under the provisions of the Code of Ordinances of Putnam County.

(Ord. of 12-18-2007; Ord. of 3-18-2008; Ord. of 1-19-2016 ; Ord. of 12-3-2021(1))

Sec. 32-213. Construction plans approval.

- (a) It shall be unlawful to construct, erect, or alter any commercial building without construction document approval by the fire marshal for fire department accessibility, fire hydrant requirements, Life Safety Code requirements, and flammable and combustible liquid tank installations. Construction documents shall be in accordance with the requirements below:
- (1) *Submittals.* Commercial construction documents shall be submitted in one or more sets and in such form and detail as required by the building official. The building official will determine if such commercial plans must be reviewed by the fire marshal and will forward copies to him/her for approval. If the fire marshal does not approve the plans, he must submit a list of corrections to be made, in writing, to the building official. No building permits requiring fire marshal review shall be issued without the fire marshal's signature on the building permit.
 - (2) *Information on construction documents.* Construction documents shall be drawn to scale upon suitable material. Electronic media documents are allowed to be submitted when approved by the fire marshal. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this Code and relevant laws, ordinances, rules and regulations as determined by the fire marshal.
 - (3) *Applicant responsibility.* It shall be the responsibility of the applicant to ensure that the construction documents include all of the fire protection requirements and that the shop drawings are complete and in compliance with the applicable codes and standards.
 - (4) *Technical assistance.* The fire marshal shall be permitted to require a review by an independent third party with expertise in the matter to be reviewed at the submitter's expense. The independent reviewer shall provide an evaluation and recommend necessary changes of the proposed design, operation, process, or new technology to the fire marshal.
 - (5) *Engineering.* The fire marshal shall be authorized to require design submittals or plans to bear the stamp of a professional engineer.
- (b) *Plan compliance.* The fire marshal shall make the final determination as to whether the provisions of the fire codes have been met.
- (c) *Approved documents.* Construction documents approved by the fire marshal are approved with the intent that such construction documents comply in all respects with the fire codes. Review and approval by the fire marshal shall not relieve the applicant of the responsibility of compliance with the fire codes.
- (d) *Corrected documents.* Where field conditions necessitate any substantial change from the approved construction documents, the fire marshal shall have the authority to require the corrected construction documents to be submitted for approval.
- (e) *Inspections.* Any application for or acceptance of any permit or certificate, requested or issued pursuant to fire codes shall constitute agreement and consent by the person making the application or accepting the permit or certificate to allow the fire marshal to enter the premises at any reasonable time to conduct inspections. Before a certificate or permit is approved, the fire marshal is authorized to inspect the receptacles, vehicles, buildings, devices, premises, storage spaces or areas to be used to determine compliance with the fire codes or any operational constraints required.
- (f) **Fire, safety and accessibility fees.**
- (1) **Fire department plan review—Construction, expansion permit fee. There shall be a permit fee for the construction or for the expansion of every building in the county. Permits required by this Code shall be obtained from the fire official. Permit fees shall be paid prior to issuance of the permit. Issued**

permits shall be kept on the premises designed therein at all times and shall be readily available for inspection by the fire official.

- (2) If during a re-inspection, a code violation is noted that was not listed as part of the original violation(s), a re-inspection fee will not be assessed for the newly cited code violation(s). Any newly cited code violation discovered at the time of re-inspection will be considered a first-time violation and will restart the re-inspection fee process.
- (3) Re-inspection fees shall apply to all project plans which are re-submitted prior to addressing all red-line comments made by the fire marshal or designee.
- (4) Project plans submitted with multiple revisions will be assessed a new fire department plan review fee. A complete updated set of plans shall be submitted for fire department review upon the request of the fire marshal or designee.

(Ord. of 12-18-2007; Ord. of 3-18-2008)

ARTICLE VIII. PERMITS

Sec. 32-224. Fee schedule.

- (a) *Service fee.* Fees shall be charged for services and permits based on a schedule developed by Putnam County Fire Rescue and approved by the board of county commissioners.

(Ord. of 12-18-2007; Ord. of 3-18-2008; Ord. of 1-19-2016)

Sec. 32-235. Permits.

- (a) *General.* Permits shall be in accordance with this section.
- (b) *Permits required.* Permits required by this chapter shall be obtained from the fire marshal. Permit fees, provided for in section 32-22 (fee schedule), if any, shall be paid prior to issuance of the permit. Issued permits shall be kept on the premises designated therein at all times and shall be readily available for inspection by the fire marshal.
- (c) *Operational permits.* An operational permit allows the applicant to conduct an operation or a business for which a permit is required by this chapter for either:
 - (1) A prescribed period; or
 - (2) Until renewed or revoked.
- (d) *Permits for the same location.* When more than one permit is required for the same location, the fire marshal is authorized to consolidate such permits into a single permit provided that each provision is listed in the permit.
- (e) *Application.* Application for a permit required by this chapter shall be made to the fire marshal in such form and detail as prescribed by the fire marshal. Applications for permits shall be accompanied by such plans as prescribed by the fire marshal.
- (f) *Refusal to issue permit.* If the application for a permit describes a use that does not conform to the requirements of this chapter and other pertinent laws and ordinances, the fire marshal shall not issue a

- permit, but shall return the application to the applicant with the refusal to issue such permit. Such refusal shall, when requested, be in writing and shall contain the reasons for refusal.
- (g) *Inspection authorized.* Before a new operational permit is approved, the fire marshal is authorized to inspect the receptacles, vehicles, buildings, devices, premises, storage spaces or areas to be used to determine compliance with this Code or any operational constraints required.
 - (h) *Time limitation of application.* An application for a permit for any proposed work or operation shall be deemed to have been abandoned six months after the date of filing, unless such application has been diligently prosecuted or a permit shall have been issued, except that the fire marshal is authorized to grant one or more extensions of time for additional periods not exceeding 90 days each if there is reasonable cause.
 - (i) *Action on application.* The fire marshal, in conjunction with the building official, shall examine or cause to be examined applications for permits and amendments thereto within a reasonable time after filing. If the application or the construction documents do not conform to the requirements of pertinent laws, the fire marshal shall reject such application in writing, stating the reasons therefor. If the fire marshal is satisfied that the proposed work or operation conforms to the requirements of this chapter and laws and ordinances applicable thereto, the fire marshal shall issue a permit therefor as soon as practicable.
 - (j) *Conditions of a permit.* A permit shall constitute permission to maintain, store or handle materials; or to conduct processes which produce conditions hazardous to life or property; or to install equipment utilized in connection with such activities; or to install or modify any fire protection system or equipment or any other construction, equipment installation or modification in accordance with the provisions of this Code where a permit is required by this chapter. Such permission shall not be construed as authority to violate, cancel or set aside any of the provisions of this chapter or other applicable regulations or laws of the jurisdiction.
 - (k) *Expiration.* An operational permit shall remain in effect until reissued, renewed, or revoked or for such a period of time as specified in the permit. Construction permits shall automatically become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. Before such work recommences, a new permit shall be first obtained and the fee to recommence work, if any, shall be one-half the amount required for a new permit for such work, provided no changes have been made or will be made in the original construction documents for such work, and provided further that such suspension or abandonment has not exceeded one year. Permits are not transferable and any change in occupancy, operation, tenancy or ownership shall require that a new permit be issued.
 - (l) *Extensions.* A permittee holding an unexpired permit shall have the right to apply for an extension of the time within which the permittee will commence work under that permit when work is unable to be commenced within the time required by this section for good and satisfactory reasons. The fire marshal is authorized to grant, in writing, one or more extensions of the time period of a permit for periods of not more than 90 days each. Such extensions shall be requested by the permit holder in writing and justifiable cause demonstrated.
 - (m) *Occupancy prohibited before approval.* The building or structure shall not be occupied prior to the fire marshal issuing a permit that indicates that applicable provisions of this chapter have been met.
 - (n) *Conditional permits.* Where permits are required and upon the request of a permit applicant, the fire marshal is authorized to issue a conditional permit to occupy the premises or portion thereof before the entire work or operations on the premises is completed, provided that such portion or portions will be occupied safely prior to full completion or installation of equipment and operations without endangering life or public welfare. The fire marshal shall notify the permit applicant in writing of any limitations or restrictions necessary to keep the permit area safe. The holder of a conditional permit shall proceed only to the point for

which approval has been given, at the permit holder's own risk and without assurance that approval for the occupancy or the utilization of the entire premises, equipment or operations will be granted.

- (o) *Posting the permit.* Issued permits shall be kept on the premises designated therein at all times and shall be readily available for inspection by the fire marshal.
- (p) *Compliance with chapter.* The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this chapter or of any other ordinance of the jurisdiction. Permits presuming to give authority to violate or cancel the provisions of this chapter or other ordinances of the jurisdiction shall not be valid. The issuance of a permit based on construction documents and other data shall not prevent the fire marshal from requiring the correction of errors in the construction documents and other data. Any addition to or alteration of approved construction documents shall be approved in advance by the fire marshal, as evidenced by the issuance of a new or amended permit.
- (q) *Information on the permit.* The fire marshal shall issue all permits required by this chapter on an approved form furnished for that purpose. The permit shall contain a general description of the operation or occupancy and its location and any other information required by the fire marshal. Issued permits shall bear the signature of the fire marshal or other designated fire official.
- (r) *Revocation.* The fire marshal is authorized to revoke a permit issued under the provisions of this chapter when it is found by inspection or otherwise that there has been a false statement or misrepresentation as to the material facts in the application or construction documents on which the permit or approval was based including, but not limited to, any one of the following:
 - (1) The permit is used for a location or establishment other than that for which it was issued.
 - (2) The permit is used for a condition or activity other than that listed in the permit.
 - (3) Conditions and limitations set forth in the permit have been violated.
 - (4) There have been any false statements or misrepresentations as to the material fact in the application for permit or plans submitted or a condition of the permit.
 - (5) The permit is used by a different person or firm from the name for which it was issued.
 - (6) The permittee failed, refused or neglected to comply with orders or notices duly served in accordance with the provisions of this Code within the time provided therein.
 - (7) The permit was issued in error or in violation of an ordinance, regulation or this Code.
- (s) *Required operational permits.* The fire marshal is authorized to issue operational permits for the following operations:
 - (1) *Explosives.* An operational permit is required for the manufacture, storage, handling, sale or use of any quantity of explosive, explosive material, fireworks, or pyrotechnic special effects.
 - (2) *Tents, temporary membrane structures, and canopies.* An operational permit is required to operate an air-supported temporary membrane structure or a tent having an area in excess of 200 square feet (19 m²), or a canopy in excess of 400 square feet (37 m²).
- (t) *Permissible open burning.* All permissible open burning shall be conducted in compliance with the Georgia Environmental Protection Division's Rules for Air Quality Control 391-3-1.02-5 "Provisions, Open Burning" and upon obtaining a burn permit from The Georgia Forestry Commission. The Putnam County fire marshal's Office is responsible for enforcing the regulations found therein.

(Ord. of 12-18-2007; Ord. of 3-18-2008; Ord. of 1-19-2016)

Sec 32-26. Open Burning, Bonfires, Etc.

- (a) No person shall cause, suffer, allow or permit open burning in any area of the county, except as follows:
- (1) For recreational purposes, such as cooking food for immediate human consumption;
 - (2) Fires set for the purpose of training fire-fighting personnel when authorized by the Putnam County Fire Chief or Fire Marshal;
 - (3) Operation of devices using open flames, such as tar kettles, blow torches, welding torches, portable heaters, and other flame-making equipment where approved safety measures are used;
 - (4) Small warming fires set and maintained by contractors and tradesmen for their workers;
 - (5) (a) Reduction of trash and leaves on residential or domestic premises on which they fall, set and maintained by the person in contact with the premises, provided the following conditions are met:
 1. No burning of stumps or whole trees;
 2. No more than one pile, 6 ft. x 6 ft. and 5 ft. high shall be burned at one time;
 3. All burning shall be carried out between 10:00 am and 6:00 pm;
 4. All fires shall be completely extinguished by 6:00 pm;
 5. No burning on Sunday;
 6. No burning within 100 feet of any type of structure;
 7. All burning shall be located on private property so as not to interfere with any traffic on public streets or sidewalks;
 8. During any open burning, a competent person of at least eighteen (18) years of age shall be constantly present to monitor and control such burning; and
 9. During any open burning, an operational garden hose or fire extinguisher must be present within 50 feet of the fire.
- (b) However, at any time the Fire Chief, Fire Marshal or their designee shall have the authority to order that any fire be extinguished if they determine that the fire or smoke produced therefrom presents a danger to public safety, a nuisance or significant environmental harm.
- (b) If, in the opinion of the Fire Chief or Fire Marshal, there are no adequate disposal facilities reasonably available for the particular combustible materials involved, the following open burning may be permitted:
- (1) Carrying out recognized agricultural procedures necessary for production of harvesting of crops with approval of Georgia Forestry Commission;
 - (2) Burning over of any forest land by the owners of such land with approval of the Georgia Forestry Commission;
 - (3) Destruction of combustible demolition or construction materials either on-site or transported to a burning facility through the use of an air curtain destructor or other approved method of burning;
 - (4) Disposal of tree limbs from storm damage;
 - (5) For weed abatement, disease, and pest prevention.

- (c) Open burning, with permit only, is allowed in commercial or other areas that are not predominantly residential districts for the purpose of land clearing, construction or right-of-way maintenance, provided the following conditions are met:
- (1) Prevailing winds at the time of the burning are not excessive and are away from the major portion of the area's population;
 - (2) The location of the burning is at least one thousand (1,000) feet from any dwelling located in a predominantly residential area;
 - (3) The amount of dirt on or in the material being burned is minimized;
 - (4) Heavy oils, asphaltic materials, items containing natural or synthetic rubber, or any material other than plant growth are not being burned;
 - (5) The size of the pile of material and quantity to be burned per day meet the specifications as may be required by the Fire Chief or Fire Marshal to ensure public safety, deter nuisance and prevent significant environmental harm;
 - (6) During any open burning, a competent person of at least eighteen (18) years of age shall be present constantly to monitor and control such burning;
 - (7) All burning shall be carried out between 10:00 am and 6:00 pm;
 - (8) All fires shall be completely extinguished by 6:00 PM;
 - (9) No burning on Sunday; and
 - (10) Materials such as heavy oils, gasoline, asphaltic materials, plastic, items containing natural or synthetic rubber, or any other material producing dense smoke and/or obnoxious odors shall not be used for starting or maintaining an open fire.
- (d) Domestic or commercial burning is permitted between the months of October and April extending from, up to and including, October 1 through April 30, and is prohibited at all other times. During such October 1 through April 30 time period, a "commercial" burning permit shall be issued, upon request, authorizing burning under subsection _____ as set forth herein. A fee of one hundred dollars (\$100.00) shall be assessed for all "commercial" burning permits. A "domestic" burning permit shall not be required to authorize "domestic" burning under subsection _____ as set forth herein.
- (e) Variances:
- (1) Any person desiring a variance from these regulations for open burning or desiring one of the exceptions described above shall make an application therefore to the Fire Chief or Fire Marshal.
 - (2) The Fire Chief or Fire Marshal may grant specific or general classes of exceptions to or variances of the particular requirements of any rule, regulation or general order upon such conditions as he may deem necessary to protect the public health, safety, and general welfare, if, upon petition, he finds that strict compliance with such rule, regulation, or general order is inappropriate for one (1) of the following reasons:
 - a. Because of conditions beyond the control of the petitioner, i.e., those conditions which, though ordinary diligence is employed, remain unforeseeable or unpredictable, e.g., strikes, walkouts, or other industrial disturbances, acts of God, civil disturbances, embargoes, or other causes of like character; provided, however, that this shall not include conditions solely because they are dependent upon contingencies, i.e., including but not limited to, the variable cost or availability of maintenance, equipment, labor, raw materials, fuel or energy; or,

- b. Because of special circumstances which would render strict compliance unreasonable, unduly burdensome, or impracticable due to special physical conditions or causes; or,
- c. Because strict compliance would result in substantial curtailment or closing of the business operation; or,
- d. Because no alternative method of handling is available.

(f) **General Restrictions and Appeals:**

- (1) If the Fire Chief or Fire Marshal determines that certain open burning, otherwise permitted, imposes a threat to the public health, safety and general welfare, he shall have the authority to impose additional safety precautions or restrict the burning, including the issuance of a complete ban on the open burning in the particular location.
- (2) Any person aggrieved by a decision of the Fire Chief or Fire Marshal may appeal in writing to the Board of Commissioners, via the County Administrator, within ten (10) days from the date of such decision. The decision of the Board of Commissioners shall be deemed final.
- (3) Except for a reasonable period to get a fire started, no smoke of a shade darker than a No. 2 of the Ringlemann chart, or equivalent opacity, shall be emitted by a source of open burning.
- (4) During an air pollution emergency declared by the Board of Commissioners or other proper county or state authorities, no open burning of any kind shall be permitted unless open burning is required in the performance of an official duty or any public office, or a fire is necessary to thwart or prevent a hazard which cannot be properly managed by any other means or is necessary for the protection of public health.

(a) **Penalties:**

- (1) A written notification to a person/representative/entity of a violation shall be considered adequate notice of these regulations.
- (2) A subsequent violation, by the same person/representative/entity, at the same or different site will result in immediately appropriate legal action.
- (3) Persons violating this section shall be subject to those penalties contained in Section 1-13 of these ordinances.
- (4) No provision of this ordinance will restrict or prohibit Putnam County from using legal remedies to recover costs associated with containing fires or extinguishing burn piles, regardless of the possession of a permit authorized under this ordinance.

ARTICLE IX. HAZARDOUS MATERIALS

Sec. 32-247. Hazardous materials response cost recovery.

- (a) *Purpose.* The purpose of this section is to establish uniform criteria for recovering costs associated with the emergency response of Putnam County Fire Rescue to hazardous materials incidents.
- (b) *Definitions.* For the purposes of this section, the following words or phrases shall have the meanings below:

Hazardous materials incident means a release or spill of any material considered to be dangerous to the general public or the environment (as defined by the Environmental Protection Agency, Georgia Department of Natural Resources, and the Georgia State Fire Prevention Code).

Routine hazardous materials incident means a hazardous materials response that requires no more apparatus, personnel, equipment and/or supplies than were dispatched upon the initial response, and which extends for a period of less than three hours in duration.

Extra hazardous materials incident means a hazardous materials response that requires more apparatus, personnel, equipment, and/or supplies than were dispatched upon the initial response, and which extends for a period of less than three hours in duration.

Major hazardous materials incident means a hazardous materials response that requires more apparatus, personnel, equipment, and/or supplies than were dispatched upon the initial response, and which extends for a period of three hours or more in duration.

(c) *Policy.*

- (1) Putnam County recognizes the need for emergency hazardous materials response within the jurisdictional limits of Putnam County. Therefore, no person or agency requiring an emergency hazardous materials response shall be denied those services due to a lack of insurance coverage or the inability to pay for those services.
- (2) Putnam County Fire Rescue provides emergency hazardous materials response only, and does not act as a cleanup contractor, and does not provide cleanup or disposal services.
- (3) Any applicable services rendered to a person, entity or agency shall be billed to that person, entity or agency.
- (4) The fire chief, in his sole discretion, may waive reimbursement in instances where only minimal response services were required.
- (5) Other emergency response agencies assisting Putnam County Fire Rescue may submit their list of expenses to the fire department for inclusion in the bill submitted to the responsible person, entity or agency. Neither Putnam County, nor its fire department, shall accept any liability for payment of such costs incurred by other emergency response agencies.

(d) *Procedure for billing services.*

- (1) A detailed listing of hazardous materials response services provided to persons, entities and/or agencies will be compiled by Putnam County Fire Rescue. This information shall be forwarded to the Putnam County Finance Department, which shall be responsible for the billing. This information shall include:
 - a. Name and address of the owner, lessee, occupant and/or responsible party;
 - b. Date, time and location of incident;
 - c. Putnam County Fire Rescue fire incident report number;
 - d. Description of services rendered;
 - e. Itemized list of costs.
- (2) The applicable charges for services shall be determined by reference to the following:
 - a. *Response to a routine hazardous materials incident.* A routine hazardous materials response shall have standardized recovery costs. Recovery cost charges shall begin upon arrival of the first responding fire department unit(s), and shall include, but not be limited to:

1. Loss, consumption, repair, and decontamination of equipment, vehicles, instruments, clothing, supplies and other items, at actual cost;
 2. Miscellaneous expenses, at actual cost.
 3. A charge for billing and processing of two percent of total costs.
- b. *Response to an extra hazardous materials incident.* An extra hazardous materials response shall have standardized recovery costs. Recovery cost charges shall begin upon arrival of the first responding fire department unit(s), and shall include, but not be limited to:
1. Hazardous materials responders, at actual hourly rate per hour, per person for on-duty response and actual overtime rates per hour for off-duty response;
 2. Cost for loss, consumption, repair, and decontamination of equipment, vehicles, instruments, clothing, supplies and other items, at actual cost;
 3. Subsistence supplies, at actual cost;
 4. Miscellaneous expenses, at actual cost;
 5. A charge for billing and processing of two percent of total costs.
- c. *Response to a major hazardous materials incident.* A major hazardous materials response shall have standardized recovery costs. Recovery cost charges for items 1. through 6., shall begin upon arrival of the first responding fire department unit, and shall include, but not be limited to:
1. Hazardous materials responders, at actual hourly rate per hour, per person for on-duty response and actual overtime rates per hour for off-duty response;
 2. Hazardous materials command staff, at actual hourly rate per hour, per person for on-duty response and actual overtime rates per hour for off-duty response;
 3. Cost for loss, consumption, repair and decontamination of equipment, vehicles, instruments, clothing, supplies and other items, at actual replacement cost;
 4. Subsistence supplies, at actual cost;
 5. Miscellaneous expenses, at actual cost;
 6. A charge for billing and processing of two percent of total costs.
- d. Additional recovery cost charges shall begin after the third hour of on-scene operation (continuous operation is not required), and shall include, but not be limited to:
1. Each fire engine, ladder truck, rescue unit, hazardous materials unit and other equipment and apparatus needed in the response shall be charged based on the Federal Emergency Management Agency Schedule of Equipment Rates for like or similar equipment.
- (3) All funds received from persons, entities or agencies that have been billed for services will be placed in an account designated for personnel costs, decontamination, repair, replacement and purchase of items of both durable and consumable categories for the hazardous materials program of the department.

(Ord. of 12-18-2007; Ord. of 3-18-2008; Ord. of 1-19-2016)

Secs. 32-258—32-30. Reserved.

File Attachments for Item:

- 10. Consent Agenda
 - a. Approval of Minutes - November 3, 2023 Regular Meeting (staff-CC)
 - b. Approval of Minutes - November 3, 2023 Executive Session (staff-CC)
 - c. Approval of 2024 Alcohol License(s) (staff-CC)
 - d. Authorization for Chairman to sign Agreement between Putnam County Transit and Georgia DOT for Transit Trust Fund Program Allocation (staff-Transit)

PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

Minutes

Friday, November 3, 2023 ♦ 10:00 AM

Putnam County Administration Building – Room 203

The Putnam County Board of Commissioners met on Friday, November 3, 2023 at approximately 10:00 AM in the Putnam County Administration Building, 117 Putnam Drive, Room 203, Eatonton, Georgia.

PRESENT

- Chairman Bill Sharp
- Commissioner Gary McElhenney
- Commissioner Daniel Brown
- Commissioner Jeff Wooten

STAFF PRESENT

- County Attorney Barry Fleming
- County Manager Paul Van Haute
- County Clerk Lynn Butterworth
- Deputy County Clerk Donna Todd

Opening

1. Welcome - Call to Order

Chairman Sharp called the meeting to order at approximately 10:00 a.m. (Copy of agenda made a part of the minutes on minute book page _____.)

2. Approval of Agenda

Chairman Sharp advised that there was a request for item #9 “Request for final plat subdivision approval - Section E - Phase 2 Cuscowilla on Lake Oconee” to be postponed until the next BOC meeting on November, 21, 2023.

Motion to approve the Agenda, with the removal of item #9.

Motion made by Commissioner Brown, Seconded by Commissioner McElhenney.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Wooten

3. Invocation - Ms. Lisa Jackson

Ms. Lisa Jackson, Director of Putnam County Planning and Development, gave the invocation.

4. Pledge of Allegiance (GM)

Commissioner McElhenney led the Pledge of Allegiance.

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5. Special Presentation - Proclamation for Maureen Clemons
The commissioners presented a proclamation to Ms. Maureen Clemons in honor and celebration of her 102nd birthday.
(Copy of proclamation made a part of the minutes on minute book page _____.)

Regular Business Meeting

6. Public Comments

Dr. Steve Hersey commented favorably on a recent Planning and Zoning Commission decision to recommend denial for rezoning for storage buildings.

7. Consent Agenda

- a. Approval of Minutes - October 17, 2023 Regular Meeting (staff-CC)
- b. Approval of Minutes - October 30, 2023 Called Meeting (staff-CC)
- c. Approval of Minutes - October 30, 2023 Executive Session (staff-CC)

Motion to approve the Consent Agenda.

Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Wooten

8. Request for final plat subdivision approval - Harmony Farms Phase 3 (staff-P&D)
Planning and Development Director Lisa Jackson reported that all the inspections had been done for Harmony Farms Phase 3, all the requirements have been met and the plat has been placed before the commissioners for final approval.

Motion to approve the request for final plat subdivision approval for Harmony Farms Phase 3.

Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Wooten

(Copy of plat made a part of the minutes on minute book pages _____ to _____.)

9. Request for final plat subdivision approval - Section E - Phase 2 Cuscowilla on Lake Oconee (staff-P&D)

This item was removed from the meeting agenda to be postponed until the November 21, 2023 meeting.

10. Request by AT&T for a Right-of-Way Permit for work to be done on Harmony Road and Little Road (staff-PW)

Motion to approve the Right-of-Way Permit for AT&T for work to be done on Harmony and Little Roads.

Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Wooten

(Copy of permit made a part of the minutes on minute book page _____.)

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11. Approval of 2023 Budget Amendment #2 (staff-Finance)

Dr. Steve Hersey commented that the budget amendment appears to restore \$700,000 to the fund balance and questioned why and how the General Admin budget was overspent by over \$500,000.

Mr. Billy Webster echoed Dr. Hersey’s comments adding that Public Works overspent their budget by \$500,000.

Finance Director Linda Cook answered previous questions and reviewed the budget amendment. She stated that General Admin was over budget due to funding an unfunded pension liability to ACCG and a project fund. She further advised that Public Works was over budget due to post-closure costs for the old landfill, but we only took \$186,000 out of the fund balance.

Motion to approve the 2023 Budget Amendment #2.

Motion made by Commissioner Brown, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Wooten

(Copy of budget amendment made a part of the minutes on minute book pages _____ to _____.)

12. Request by Public Works to Purchase a new Asphalt Distributor (staff-PW)

Mr. Charles Gray spoke in support of Public Works buying the Asphalt Distributor and replacing the 25 year old machine; he asked for clarification on what the State Contract is and how it funds the purchase of the equipment.

Mr. Bill Vargo spoke in support of the equipment purchase.

Public Works Director Frazier explained that the main pump has almost completely failed in the current equipment. Without this equipment, Public Works cannot patch potholes or pave. He recommended that this available unit be purchased now, otherwise it will have to wait two years to have one built.

County Manager Van Haute advised that the cost for this equipment will be paid out of TSPLOST.

Motion to approve a request by Public Works to purchase a new Asphalt Distributor.

Motion made by Commissioner Wooten, Seconded by Commissioner Brown.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Wooten

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13. Discussion and possible action on Speed Limit Change for Scott Road (staff-PW)
Dr. Steve Hersey spoke in support of a reduction in speed limit for Scott Road and further commented that it really needs to be straightened, widened and repaved.

Public Works Director Frazier explained that the current speed limit on Scott Road is 55 mph and that without conducting a traffic study 35 mph is probably appropriate.

Sheriff Howard Sills stated that the Board of Commissioners can't lower the speed limit on Scott Road without a traffic study and that GDOT must approve speed limits for enforcement. He further commented that signs mean nothing legally without an ordinance; however, a *no through trucks* sign could be posted with a resolution and no traffic study.

County Manager Van Haute stated that Scott Road is scheduled for improvements for additional Right of Way and making it less curvy.

Motion to conduct a traffic study on Scott Road to prepare for reduction in speed limit to 35 mph and to instruct County Attorney and staff to prepare an ordinance for no through trucks signs.

Motion made by Commissioner Brown, Seconded by Commissioner McElhenney.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Wooten

14. Authorization for Chairman to sign Resolution Urging the Governor and General Assembly of Georgia to Continue Efforts to Reform and Improve Mental Health Services for the Citizens of Georgia (BS)

Chairman Sharp introduced the resolution, conveying that ACCG encourages every county to adopt this resolution to support the citizens of Georgia.

Motion to authorize the Chairman to sign the Resolution Urging the Governor and General Assembly of Georgia to Continue Efforts to Reform and Improve Mental Health Services for the Citizens of Georgia.

Motion made by Commissioner Brown, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Wooten
(Copy of Resolution made a part of the minutes on minute book page _____.)

15. Authorization for Chairman to sign Resolution Recognizing Operation Green Light for Veterans for Supporting Veterans and Raising Awareness about Important County Resources Available to Help Veterans Transition to Civilian Life (staff-CM)

County Manager Van Haute introduced this resolution and reported that all 3069 counties across the nation are promoting it to recognize and support veterans. Green glass has been purchased to light up the courthouse from November 6 - 12 in recognition and support of our veterans.

Motion to authorize the Chairman to sign the Resolution Recognizing Operation Green Light for Veterans for Supporting Veterans and Raising Awareness about Important County Resources Available to Help Veterans Transition to Civilian Life.

Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Wooten
(Copy of resolution made a part of the minutes on minute book pages _____ to _____.)

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16. Discussion and possible action regarding an update to HB 300 (compensation of board members) (BS)

Dr. Steve Hersey commented that HB 300 is legislation to set compensation for the Board of Commissioners and expressed concern that there was nothing in the meeting packet telling what changes are being considered. He asked the board to postpone any decisions until full details of the commissioners' compensation packages are made public.

Mr. Billy Webster stated that he would like to comment about the update to HB 300 but had no clue what is being updated.

Chairman Sharp advised that the county's financial policy had been updated, increasing the employee's travel daily meal rate from a maximum of \$50 to a maximum of \$65 for days with an overnight stay. The proposed change would increase the commissioners' travel per diem from \$50 to \$65.

County Attorney Fleming stated that his office would prepare the necessary documents and research how to properly handle making the change.

Motion to instruct County Attorney and staff to research the protocol for changing the commissioner's per diem from \$50 to \$65.

Motion made by Commissioner Brown, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Wooten

Reports/Announcements

17. County Manager Report

County Manager Van Haute reported the following:

- Requested an Executive Session to discuss a real estate matter.
- Congratulated everyone on the success of Monday's Grand Opening of Station 10 and the Gary McElhenney Coroner's Office.
- The paperwork for the Bethel Church Water Line reimbursement has been completed and sent to the Department of Transportation.
- Asked for one mile of road from each district at the next BOC meeting for LMIG projects.

18. County Attorney Report

No report.

19. Commissioner Announcements

Commissioner McElhenney: thanked County Manager Van Haute, staff, and fellow commissioners for the honor bestowed on him Monday by naming the coroner’s office after him. He said it was one of the best days of is life and that the honor was very unexpected and humbling.

Commissioner Brown: thanked Matt Poyner, Executive Director of the Putnam Development Authority, for his hard work. The old downtown hotel closed yesterday allowing work to begin on the new hotel, which is expected to change downtown Eatonton for the better and be very nice for our citizens and visitors.

Commissioner Wooten: none

Chairman Sharp: continued the accolades for Commissioner McElhenney and echoed that the honor was well deserved in light of his exemplary service to this county for over 35 years.

20. Enter Executive Session as allowed by O.C.G.A. 50-14-4 for Personnel, Litigation, or Real Estate

**Motion to enter Executive Session as allowed by O.C.G.A. 50-14-4 for Real Estate.
Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten
Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Wooten**

Meeting closed at approximately 11:21 a.m.

21. Reopen meeting following Executive Session

**Motion to reopen the meeting following Executive Session.
Motion made by Commissioner Wooten, Seconded by Commissioner Brown.
Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Wooten**

Meeting reconvened at approximately 11:47 a.m.

22. Authorize Chairman to sign Affidavit concerning the subject matter of the closed portion of the meeting

**Motion to authorize the Chairman to sign the Affidavit concerning the subject matter of the closed portion of the meeting.
Motion made by Commissioner Wooten, Seconded by Commissioner McElhenney.
Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Wooten
(Copy of affidavit made a part of the minutes on minute book page _____.)**

23. Action, if any, resulting from the Executive Session

No action taken.

Draft Minutes	Page 6 of 7	
November 3, 2023		

Closing

24. Adjournment

Motion to adjourn the meeting.

Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Wooten

Meeting adjourned at approximately 11:49 a.m.

ATTEST:

Lynn Butterworth
County Clerk

B. W. "Bill" Sharp
Chairman

Draft Minutes	Page 7 of 7	
November 3, 2023		

PUTNAM COUNTY BOARD OF COMMISSIONERS



Office of the County Clerk

117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

706-485-5826 (main office) ♦ 706-485-1877 (direct line) ♦ 706-923-2345 (fax)

lbutterworth@putnamcountyga.us ♦ www.putnamcountyga.us

The draft minutes of the November 3, 2023 Executive Session are available for Commissioner review in the Clerk's office.



Office of the County Clerk
117 Putnam Drive, Suite A ♦ Eatonton, GA 31024
706-485-5826 (main office) ♦ 706-485-1877 (direct line) ♦ 706-923-2345 (fax)
lbutterworth@putnamcountyga.us ♦ www.putnamcountyga.us

Approval of 2024 Alcohol Licenses

The following alcohol license applications (which are available for review in the County Clerk’s office) have been approved by the Sheriff, Fire Marshal and/or Building Inspector, and Tax Commissioner and are ready for BOC approval:

Individual Name	Business Name	Address	License Type
Mark Little	Twin Bridges Landing	611 Twin Bridges Road	Retail Beer/Wine

**AGREEMENT BY AND BETWEEN
PUTNAM COUNTY TRANSIT
AND
GEORGIA DEPARTMENT OF TRANSPORTATION
FOR
TRANSIT TRUST FUND PROGRAM ALLOCATION**

THIS AGREEMENT FOR ALLOCATION OF FUNDS UNDER THE TRANSIT TRUST FUND PROGRAM (“Agreement”), effective as of _____ (the “Effective Date”) is made by and between the PUTNAM COUNTY TRANSIT (“TRANSIT AGENCY”), and the Georgia Department of Transportation (“GDOT”), a public agency of the State of Georgia. TRANSIT AGENCY and GDOT may collectively be referred to as the “Parties” and individually as the “Party.”

WHEREAS, during the 2020 legislative session, the Georgia General Assembly passed HB 105 (codified as O.C.G.A. § 48-13-140) establishing fees on for-hire ground transport service, intended to fund transit projects within the State of Georgia (“State”); and

WHEREAS, during the 2021 legislative session, the Georgia General Assembly passed HB 511 (codified as O.C.G.A. § 48-13-141) establishing a Georgia Transit Trust Fund (“TTF”) as a separate fund in the State Treasury, with annual appropriations of for-hire ground transportation fees; and

WHEREAS, the GDOT Commissioner shall be the trustee of the Georgia Transit Trust Fund; and

WHEREAS, the funds allocated by GDOT to the TTFP shall be distributed to counties with transit service using a formula, excluding counties covered by the Atlanta-Region Transit Link Authority (“The ATL”), as reflected in the TTFP SFY2024 Annual County Allocations posted to the GDOT website, on the Division of Intermodal Transit Program page: <https://www.dot.ga.gov/GDOT/Pages/TTFP.aspx>; and

WHEREAS, TRANSIT AGENCY submitted the TTFP Application for the Fiscal Year 2024, which was accepted by GDOT; and

WHEREAS, GDOT has agreed to transfer the amount of Twenty-Nine Thousand Six Hundred Sixteen and 00/100 Dollars, \$29,616.00 (“Transit Project(s) Amount”) to the TRANSIT AGENCY in a certain manner; and

WHEREAS, TRANSIT AGENCY represents that it will expend the monies described herein for the purposes of funding transit projects as further described in the TTFP Application (“Transit Project(s)”), and pursuant to the terms and conditions set forth herein.

NOW THEREFORE, for and in consideration of the covenants and agreements contained herein and other valuable consideration, the receipt and adequacy of which are hereby acknowledged by both Parties, the Parties agree as follows:

1. **TERM.** This Agreement shall begin on the Effective Date and shall continue for 24 months, or until the TRANSIT AGENCY has expended or contractually obligated the entire Transit Project(s) Amount, or until the TRANSIT AGENCY has completed the Transit Project(s), whichever occurs first. (the “Term”).
2. **ACCEPTANCE.** GDOT hereby makes and TRANSIT AGENCY hereby accepts the payment of \$29,616.00 for the funding of Transit Project(s) described on the TTFP Application, attached hereto as Exhibit A and incorporated herein by reference, which funding will be additive and not supplant existing funds.

TRANSIT AGENCY agrees that the Transit Project(s) Amount will not be used for expenses already incurred or paid before the Effective Date unless such expenses are expressly authorized in advance and in writing by GDOT.

3. **DEADLINES.** TRANSIT AGENCY must expend or contractually obligate the Transit Project(s) Amount no later than the end of the Term.
4. **TIME IS OF THE ESSENCE.** Time is of the essence for this Agreement.
5. **ACCOUNTABILITY.**
 - 5.1. Accounting. TRANSIT AGENCY will account for the Transit Project(s) Amount in accordance with generally accepted governmental accounting principles. TRANSIT AGENCY will also account for the Transit Project(s) Amount by keeping track of the application of the Transit Project(s) Amount to the Transit Project(s) to account for the receipt and expenditures in accordance with generally accepted accounting principles.
 - 5.2. Audit. TRANSIT AGENCY will cooperate with an audit request by GDOT either by the State Auditor or other officers of the State with power to conduct or request such audit. In its agreements with its recipients for the expenditure of the Transit Project(s) Amount, TRANSIT AGENCY will require such parties to allow and cooperate with such audits.
 - 5.3. Records Retention. TRANSIT AGENCY will maintain the records described in Section 5.1 and all other documents produced as a result of this Agreement in accordance with the Records Retention policy set forth by the State.
 - 5.4. Written Agreements. Any expenditure or obligation of the Transit Project(s) Amount by TRANSIT AGENCY to a third party must be pursuant to a written agreement.
6. **PAYMENT.** GDOT shall make full payment to TRANSIT AGENCY of the Transit Project(s) Amount within thirty (30) days of receipt of an invoice from TRANSIT AGENCY. The invoice template is attached hereto as Exhibit B. The Transit Project(s) Amount cannot be used for anything other than funding the Transit Project(s) identified in the TTFP Application. To the extent any portion of the Transit Project(s) Amount is used for anything other than the Transit Project(s) identified in the TTFP Application, TRANSIT AGENCY will immediately reimburse such funds to GDOT. The Statement of Project Expenditure (“SOPE”) form, attached hereto as Exhibit C, shall be completed and submitted by the TRANSIT AGENCY at GDOT’s request and shall be completed and submitted by the TRANSIT AGENCY upon completion of the Transit Project(s) and used to detail Transit Project(s) Amount expenditures and remaining balance (if any). At the end of the Term, if TRANSIT AGENCY has not obligated all of the Transit Project(s) Amount(s), all unexpended funds must be returned to GDOT immediately. GDOT will provide TRANSIT AGENCY written notification to indicate approval of Transit Project(s) closeout and instructions on the return of unused funds, if applicable.
7. **CONFLICTS OF INTEREST.** TRANSIT AGENCY hereby attests that all of the officials of the TRANSIT AGENCY have certified and that its recipients will certify that they have not violated any applicable conflict of interest law under either state law (O.C.G.A. §§ 45-10-20 through 45-10-28) or any local ordinance, charter, rule or regulation and that they shall comply with the same throughout the Term of this Agreement.

- 8. **ENFORCEABLE AND LEGALLY BINDING ACTIONS.** By entering into this Agreement, TRANSIT AGENCY warrants and represents that it has complied with all laws applicable to its participation in the Agreement and makes the Agreement binding.
- 9. **PARTIES BOUND.** This Agreement will bind the respective heirs, executors, administrators, legal representatives, successors, and assigns of each Party.
- 10. **ASSIGNMENT.** TRANSIT AGENCY may not assign all or part of this Agreement to a third party without the prior written permission of GDOT, which may be granted or refused at the sole discretion of GDOT. Any assignment made in violation of this paragraph is hereby declared null and void.
- 11. **NOTICE.** Any notices, requests, demands, or other communications that may be required hereunder, shall be in writing and transmitted via hand delivery, overnight courier, or certified mail to the Parties at the respective addresses set forth below. Notices may also be sent by email provided that the recipient acknowledges receipt. Notices will be deemed to have been given when received unless otherwise noted in the Agreement.

PUTNAM COUNTY TRANSIT
 Attn: Bill Sharp
 Title: Chairman

 Phone: _____
 Email: _____

Georgia Department of Transportation
 Attn: Leigh Ann Trainer
 Title: Assistant Division Director
 One Georgia Center, 600 W Peachtree NW
 Atlanta, GA 30308
 Phone: (404) 347-0597
 Email: ltrainer@dot.ga.gov

- 12. **WAIVER AND SEVERABILITY.** The waiver by either Party of any breach of any provision in this Agreement shall not be deemed to be a waiver of such provision of any subsequent breach of the same or any other provision in this Agreement. Any such waiver must be in writing to be effective, and no such waiver shall establish a course of performance between the Parties contradictory to the terms hereof. All provisions of this Agreement are severable, and the unenforceability or invalidity of any of the provisions will not affect the validity or enforceability of the remaining provisions. The remaining provisions will be construed so as to carry out the full intention of the Parties.
- 13. **RECITALS.** The recitals set forth in the beginning of this Agreement are true and correct and are hereby incorporated into this Agreement.
- 14. **SURVIVABILITY.** If any provision of this Agreement, or any portion thereof, should be ruled void, invalid, or unenforceable by any court of competent jurisdiction, then the remaining portion of such provision and all other provisions of this Agreement shall survive and be applied, and any invalid or unenforceable portion shall be construed or reformed to preserve as much of the original words, terms, purpose, and intent as shall be permitted by law.
- 15. **GOVERNING LAW.** This Agreement shall be governed by Georgia law, without regard to its conflict of law provisions. Venue shall be exclusively in the Superior Court of Fulton County, Georgia, and the Parties consent to venue and jurisdiction in such court to the fullest extent permitted by law for any and all claims related to this Agreement.

16. **AUTHORITY/SIGNATURE.** The individual signing this Agreement on behalf of each Party represents and warrants that (s)he has the actual authority to sign this Agreement on behalf of such Party and to bind such Party to the terms and conditions of this Agreement.
17. **NO THIRD-PARTY BENEFICIARY.** Nothing herein shall be construed as conferring upon any person or entity, other than the Parties hereto, any rights or benefits under or by reason of this Agreement.
18. **COUNTERPARTS.** This Agreement may be executed in counterparts which, when taken together, will constitute one agreement. Copies of this Agreement will be equally binding as originals and faxed or scanned and emailed counterpart signatures will be sufficient to evidence execution.
19. **INTERPRETATION.** Words importing the singular number shall include the plural number and vice versa unless the context shall otherwise require. Unless the context shall otherwise require, references to any Person or Party shall be deemed to include such Person's or Party's successors and permitted assigns. The headings or titles of this Agreement, its sections and exhibits are for convenience of reference only and shall not define or limit its provisions. Unless the context shall otherwise require, all references to any resolution, contract, agreement, lease, or other documents shall be deemed to include any amendments or supplements to, or modifications or restatements or replacements of, such documents that are approved from time to time in accordance with the terms hereof.
20. **COMPLETE AGREEMENT.** This Agreement constitutes the entire understanding between the Parties with respect to the subject matter; all prior agreements, representations, statements, negotiations, and undertakings are superseded hereby.
21. **EXHIBITS.** The following Exhibits are incorporated by reference into and made a part of this Agreement:
- EXHIBIT A – TRANSIT AGENCY TTFP APPLICATION**
EXHIBIT B – TTFP INVOICE TEMPLATE
EXHIBIT C – TTFP STATEMENT OF PROJECT EXPENDITURES FORM

IN WITNESS WHEREOF, the Parties have signed, sealed and delivered this Agreement as of the Effective Date.

PUTNAM COUNTY TRANSIT

Georgia Department of Transportation

By: _____

By: _____

SIGNATURE AND SEAL

Title: Commissioner

Name: Bill Sharp

Title: Chairman

Attest: _____

Title: Treasurer

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

Date: _____

In Process

Notary Public Signature and Seal

Name: _____

My Commission Expires: _____

GEORGIA DEPARTMENT OF TRANSPORTATION ("GDOT")
TRANSIT TRUST FUND PROGRAM
FISCAL YEAR 2024 APPLICATION

TRANSIT AGENCY AFFIDAVIT AND CERTIFICATION

I, Paul Van Haute (Name), the County Manager (Title),

on behalf of Putnam County Transit (Transit Agency), who being duly sworn do swear that the information given herein is true to the best of his/her knowledge and belief. The Transit Agency swears and certifies that it has read and understands the Transit Trust Fund Program ("TTFP") General Guidelines and that it has complied with and will comply with the same.

The Transit Agency further swears and certifies that it has read and understands the provisions set forth in 2 CFR 200; Federal Transit Administration (FTA) Circular 5010.1E, Award Management; 9030.1E, Urbanized Area Formula Program; 9040.1G, Formula Grants for Rural Areas; 4220.1F, Third Party Contracting Guidance; the FTA Master Agreement; applicable portions of Federal Acquisition Regulations (FAR), including subpart 31.6; and Official Code of Georgia (O.C.G.A) §§ 32-9-1 through 32-9-3, 32-9-5, 32-9-9 through 32-9-11, 40-2-151.1, and 48-13-140 through 48-13-144.

Eligibility for TTFP funding mirrors FTA requirements. As required by federal financial management principles and outlined in the GDOT Transit Program Financial Management Oversight Manual, maintaining effective control and accountability for all TTFP and federal funds, property, and other assets is required. Each recipient of FTA funds is required to sign and comply with the annual FTA Certifications and Assurances. All TTFP recipients are issued a contract or Memorandum of Agreement (MOA) that includes specific reporting and compliance requirements.

Further, the Transit Agency 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 Transit Agency according to this Application ("Loss"). To the extent provided by law, the Transit Agency further agrees to hold harmless and indemnify GDOT and the State of Georgia from all suits or claims that may arise from said Loss.

If the Transit Agency fails to comply with the TTFP General Guidelines 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, then GDOT may, at its discretion, prohibit the Transit Agency from participating in the TTFP in the future and may pursue any available legal remedy to obtain reimbursement of the TTFP funds. Furthermore, if in the estimation of GDOT, a transit project shows evidence of failure to participate in the specified tasks, equipment and materials described in the project summary included with its Application, then GDOT may pursue any available legal remedy to obtain reimbursement of the allocated TTFP funds or prohibit Transit Agency from participating in the TTFP until corrections are made to address the deficiencies or reimbursement is made. All projects identified on the project list included with Transit Agency's Application, shall be completed in accordance with all relevant Federal, State and local laws.

Transit Agency:
[Signature] (Signature)
PAUL VAN HAUTE (Print)
Mayor / Commission Chairperson
9-29-2023 (Date)

49220
E-Verify Number
Sworn to and subscribed before me,
This 29th day of September, 2023.
In the presence of:

TRANSIT AGENCY SEAL:

NOTARY PUBLIC
Stephane McMullen
My Commission Expires: 15-2023
NOTARY PUBLIC SEAL:
NOTARY PUBLIC
STEPHANE MCMULLEN
EXPIRES
GEORGIA
July 15, 2024
PUBLIC
PUTNAM COUNTY, GA

**GEORGIA DEPARTMENT OF TRANSPORTATION
TRANSIT TRUST FUND PROGRAM
FISCAL YEAR 2024 APPLICATION**

PROPOSED TRANSIT PROJECT DESCRIPTION

Legal Name of Applicant Organization		Putnam County Board of Commissioners
Physical Address		117 Putnam Dr. Eatonton, Ga. 31024
Mailing Address		117 Putnam Dr. Eatonton, Ga. 31024
Organization Type		<input checked="" type="checkbox"/> County Government <input type="checkbox"/> City Government <input type="checkbox"/> Regional Commission <input type="checkbox"/> Non-Profit Organization <input type="checkbox"/> Other (Specify) _____
Authorized Submitter (This should also be the person to whom questions about this application are to be directed)	Name	Dianne Pounds
	Title	Transit Director
	Phone #	706-485-6355
	Email	dpounds@putnamcountyga.us
E-Verify #		49222
Authorized Official who will Execute the Contract	Name	Bill Sharp
	Title	Chairman
	Phone #	706-485-5826
	Email	bsharp@putnamcountyga.us
Designated Staff Person who will Affix the Government's Seal	Name	Lynn Butterworth
	Title	County Clerk
	Phone #	706-485-5826
	Email	lbutterworth@putnamcountygga.us
Designated Notary who will Notarize the Executing and Attesting Officials' Signatures	Name	Stephanie McMullen
	Title	Administrative Assistant
	Phone #	706-485-5826
	Email	smcmullen@putnamcountyga.us

Type of proposed TTFP project:	<input checked="" type="checkbox"/> Operating <input type="checkbox"/> Capital
Project Description: <ul style="list-style-type: none"> Describe the proposed TTFP eligible transit project(s). Indicate how the project complies with FTA requirements. Limit project description to two (2) pages. 	Funds to give staff and drivers a pay raise. We have not applied for any raises in budget FY24 and FY25.
Provide details certifying that TTFP funds will be additive and not supplant existing funds:	

PROPOSED PROJECT BUDGET

Provide a detailed project budget in the applicable columns/rows in the table below. TTFP funds must be additive and not supplant existing funds. Please double-click in the table to enter data in highlighted cells.

Proposed Project Budget		Proposed Project Funds by Source			TOTAL
Item	Description	TTFP Funds	Local Funds	FTA Funds	Total Cost
1	Pay raises for drivers and staff				\$ 29,616.00
2					\$ -
3					\$ -
4					\$ -
5					\$ -
6					\$ -
7					\$ -
8					\$ -
9					\$ -
10					\$ -
Total Proposed Budget		\$ -	\$ -	\$ -	\$ 29,616.00

TTFP Invoice Template

Transit Agency Name
Transit Agency Address

Phone:
Email:

INVOICE TO:

GEORGIA DEPT OF TRANSPORTATION
 DIVISION OF INTERMODAL
 600 WEST PEACHTREE STREET, N.W.
 ATLANTA, GA 30308-2214
GDOT_TTFP@dot.ga.gov

REMIT TO:

Transit Agency Name
 Transit Agency Address
 Email:

DATE	PROJECT NUMBER	PURCHASE ORDER NUMBER			INVOICE NUMBER		
LINE	DESCRIPTION			QTY	UOM	UNIT PRICE	AMOUNT
1	FYXXXX TTFP Funds			1	EACH		
TOTAL: \$							

In Process

FY _____
TRANSIT TRUST FUND PROGRAM
STATEMENT OF PROJECT EXPENDITURES

DATE: _____

COUNTY: _____

TRANSIT AGENCY NAME: _____

SUBMITTED BY: _____
Recipient's Authorized Official - Name and Title

1. TTFP ALLOCATION: \$ _____
TTFP Funding Received from GDOT

2. TOTAL TTFP EXPENDITURES TO DATE: \$ _____
Total TTFP Funds Spent on Project(s)

3. TOTAL PROJECT EXPENDITURES TO DATE: \$ _____
Total TTFP Expenditures PLUS additional Local Expenditures

Attach financial documents to verify expenditures, including but not limited to invoices, purchase orders, receipts, contracts, general ledger, checks.

4. BALANCE OF TTFP FUNDS: \$ _____
TTFP Allocation minus TTFP Expenditures (#1 minus #2)

FINAL REPORT (Yes or No): _____ REQUEST PROJECT CLOSEOUT (Yes or No): _____

By signing below, I hereby certify that the above expenditures are for the work completed on the attached TTFP Transit Project(s) for the FY _____

Authorized Official Signature and Date: _____

For GDOT use only

PI Number: _____ Remaining Funds: _____

Effective Date of Agreement: _____

End Date of Agreement: _____

If Final Report, Project Closeout Approved? _____ Closeout Approval Date: _____

Attach additional information as necessary related to project review.

Reviewed and Approved By: _____ Date: _____
Transit Project Manager Name and Signature

Certificate Of Completion

Envelope Id: 9C5C51916B634AFDB4E4C5359E891340	Status: Sent
Subject: 48400-294-IGOIP2401016/PUTNAM COUNTY	
Source Envelope:	
Document Pages: 10	Signatures: 0
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	GDOT DocuSign Admin
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	600 W Peachtree St, NW
	Atlanta, GA 30308
	gdot_contracts@dot.ga.gov
	IP Address: 143.100.53.12

Record Tracking

Status: Original	Holder: GDOT DocuSign Admin	Location: DocuSign
11/7/2023 10:02:32 AM	gdot_contracts@dot.ga.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Georgia Department of Transportation	Location: DocuSign

Signer Events

Signature	Timestamp
Bill Sharp	Sent: 11/7/2023 11:19:51 AM
bsharp@putnamcountyga.us	Viewed: 11/9/2023 8:28:47 AM
Chairman	
Putnam County Board of Commissioners	
Security Level: Email, Account Authentication (None)	
Electronic Record and Signature Disclosure:	
Accepted: 11/9/2023 8:28:47 AM	
ID: d660c17b-66dc-4671-838e-9f9e0a7e9cd5	

In Process

Stephanie McMullen
 smcmullen@putnamcountyga.us
 Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
 Accepted: 9/6/2023 10:28:16 AM
 ID: 0b9d7b59-a6d9-4ecd-a771-a45345e3ceb3

Russell R McMurry
 catscommissioner@dot.ga.gov
 Security Level: In Session
Electronic Record and Signature Disclosure:
 Accepted: 7/26/2021 12:44:29 PM
 ID: 300af4e1-68da-47c5-887e-c649aaedd680

Angela O. Whitworth
 catstreasurerattest@dot.ga.gov
 Security Level: In Session
Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp

Certified Delivery Events

Status

Timestamp

Dianne Pounds
dpounds@putnamcountyga.us
Security Level: Email, Account Authentication
(None)

VIEWED
Using IP Address: 128.92.183.34

Sent: 11/7/2023 11:06:02 AM
Viewed: 11/7/2023 11:19:50 AM

Electronic Record and Signature Disclosure:

Accepted: 11/7/2023 11:19:50 AM
ID: 0472e125-c15a-4070-afe4-d359fcb726e0

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent Hashed/Encrypted 11/7/2023 11:06:02 AM

Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure

In Process

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Georgia Department of Transportation (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Georgia Department of Transportation:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: gdot_contracts@dot.ga.gov

To advise Georgia Department of Transportation of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at gdot_contracts@dot.ga.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

To request paper copies from Georgia Department of Transportation

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to gdot_contracts@dot.ga.gov and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Georgia Department of Transportation

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to gdot_contracts@dot.ga.gov and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> •Allow per session cookies •Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Georgia Department of Transportation as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Georgia Department of Transportation during the course of my relationship with you.

File Attachments for Item:

11. Request for final plat subdivision approval - Section E - Phase 2 Cuscowilla on Lake Oconee (staff - P&D)

Plan 2023-01517



PUTNAM COUNTY PLANNING & DEVELOPMENT

117 Putnam Drive, Suite B ♦ Eatonton, GA 31024

Tel: 706-485-2776 ♦ 706-485-0552 fax ♦ www.putnamcountyga.us

REQUEST FOR FINAL PLAT SUBDIVISION APPROVAL

THE UNDERSIGNED HEREBY REQUESTS AN INSPECTION OF SUBDIVISION FOR FINAL PLAT APPROVAL.

APPLICANT: Rick McAllister - Agent for Section E Tract, LLC

ADDRESS: 1341 Beverly Drive Athens Ga 30606

PHONE: [REDACTED]

PROPERTY OWNER IS DIFFERENT FROM ABOVE: Section E Tract LLC

ADDRESS: 1129 Lake Oconee Parkway Suite 105 Eatonton, GA 31024

PHONE: 770-313-4346

PROPERTY:

SUBDIVISION NAME: Section E - Phase 2 Cuscowilla on Lake Oconee

LOCATION: _____

MAP 103 **PARCEL** 016-048 **NUMBER OF ACRES** 11.33 **PHASE** 2

SUPPORTING INFORMATION ATTACHED TO APPLICATION:

- FOUR COPIES OF THE AS-BUILT SURVEY
- BOND FOR PERFORMANCE/MAINTENANCE
- DEDICATION DEEDS FOR EASEMENTS, STREETS, and RIGHT-OF-WAYS

N/A - Not applicable - private roads

***APPLICANT HEREBY AFFIRMS THAT APPLICANT IS THE PROPERTY OWNER OR HAS THE LEGAL AUTHORITY TO SIGN THIS FORM ON OWNER'S BEHALF AND APPLICANT AGREES TO INDEMNIFY AND HOLD PUTNAM COUNTY HARMLESS IN THE EVENT IT IS DETERMINED APPLICANT DOES NOT HAVE SUCH LEGAL AUTHORITY.**

***SIGNATURE OF APPLICANT:** *Rick McAllister* **DATE:** 9-30-23

FOR OFFICE USE	
AMOUNT \$ <u>\$330.00</u>	CHECK NO. _____
CASH _____ CREDIT CARD <input checked="" type="checkbox"/>	RECEIPT# _____
DATE FILED: <u>10/5/</u> BOC MEETING _____	DATE SIGNED: _____

RECEIVED OCT 05 2023 *KW*



Plan 2023-01517

PUTNAM COUNTY PLANNING & DEVELOPMENT

117 Putnam Drive, Suite B ♦ Eatonton, GA 31024
Tel: 706-485-2776 ♦ 706-485-0552 fax ♦ www.putnamcountyga.us

REQUEST FOR FINAL PLAT SUBDIVISION INSPECTION

THE UNDERSIGNED HEREBY REQUESTS AN INSPECTION OF THE SUBDIVISION FOR FINAL PLAT APPROVAL.

APPLICANT: Rick McAllister - Agent for Section E Tract, LLC
ADDRESS: 1341 Beverly Drive Athens Ga 30606
PHONE: _____ CELL: [REDACTED]

PROPERTY:
SUBDIVISION NAME: Section E - Phase 2 Cuscowilla on Lake Oconee - Covey Drive
LOCATION: Covey Drive / Echo Lane
MAP 103 PARCEL 016048 NUMBER OF ACRES 11.33

SUPPORTING INFORMATION ATTACHED TO APPLICATION:

- RED-LINED PRELIMINARY PLAT (1 COPIES)
- COPIES OF THE AS-BUILT FINAL PLAT (2 COPIES)
- CONSTRUCTION PLANS FOR ROADS AND UTILITIES
- COMPACTION REPORTS

*APPLICANT HEREBY AFFIRMS THAT APPLICANT IS THE PROPERTY OWNER OR HAS THE LEGAL AUTHORITY TO SIGN THIS FORM ON OWNER'S BEHALF AND APPLICANT AGREES TO INDEMNIFY AND HOLD PUTNAM COUNTY HARMLESS IN THE EVENT IT IS DETERMINED APPLICANT DOES NOT HAVE SUCH LEGAL AUTHORITY.

*SIGNATURE OF APPLICANT *Rick McAllister* DATE: 9-30-23

FOR OFFICE USE

Land Disturbance *P&D	Date: <u>10-18-23</u>	Witnessed By: <u><i>A. Smith</i></u>
Sub-grade Proof-roll *PW	Date: <u>10-18-2023</u>	Witnessed By: <u><i>[Signature]</i></u>
Wearing Course Proof-roll *PW	Date: <u>10-18-2023</u>	Witnessed By: <u><i>[Signature]</i></u>
Compaction Test Report *PW	Date: <u>10-19-2023</u>	Approved By: <u><i>Eric M. Mendenhall</i></u>
Final Stabilization *P&D	Date: <u>10-18-23</u>	Approved By: <u><i>A. Smith</i></u>
St. Signs/Lights Installation *PW	Date: <u>10-18-23</u>	Approved By: <u><i>[Signature]</i></u>
Fire Chief Approval	Date: <u>10-18-2023</u>	Approved By: <u><i>[Signature]</i></u>

DATE FILED: 10/15/2023 CASH _____ CHECK NO. _____

CREDIT CARD _____ AMOUNT \$100.00 RECEIPT# _____

*P&D (Planning & Development)
*PW (Public Works)

RECEIVED OCT 05 2023 *[Signature]*

SUBJECT PROPERTY INFORMATION:

NAME OF DEVELOPMENT: CUSCOWILLA ON LAKE OCONEE - SECTION E - PHASE 2

OWNER / DEVELOPER:
Section E Tract, LLC
1129 Lake Oconee Parkway
Suite 105
Eatonton, Georgia 31024
(770) 313-4346

FINAL SUBDIVISION PLAT PREPARED BY:
OGLTREE & CHIVERS LS
PHILLIP H CHIVERS RLS#2658
693 Dunlap Road, STE B
Milledgeville, Georgia 31061
(478) 453-3454

PROPERTY LOCATION: Parcel 103-016-048

PROPERTY SUMMARY: Zoning - RM-3 11.901 Acres

PHASE 2
Single Family Lots - 3 Total - Minimum 1000 Heated Square Feet (lots #7-#9)
Single Family Homes - Common Area
Future Operations Parcel - 1 Lot (Lot #10)

DEVELOPMENT SUMMARY:
Phase 2 Single Family Lots (3): 8.353 Acres (Lots #7-#9)
Phase 2 Future operation Lot 10: 2.571 Acres
Phase 2 ROW: 0.410 Acres

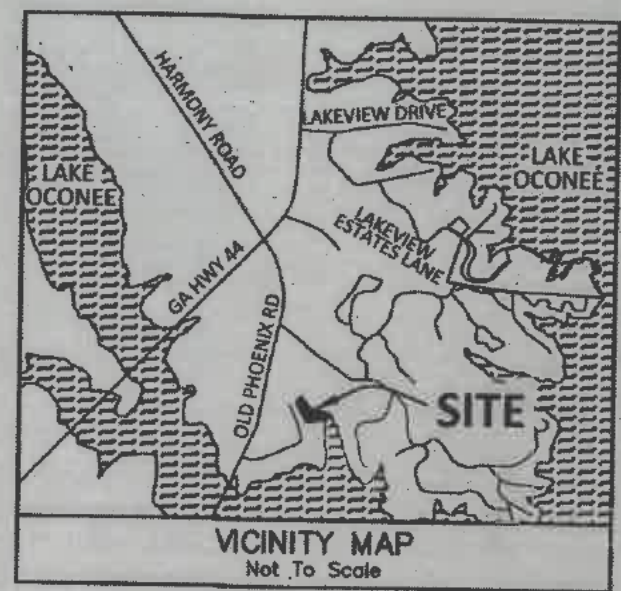
Lot 8 is a combination of Lot 8A and 8B to equal 3.172 Acres

MINIMUM DEVELOPMENT STANDARDS:
Lake Oconee setback - 65'
10' Front Setback, 10' min. Rear Setback, 10' Side Setback
60' Right of Way - Covey Drive - Classification: Local (Private)

UTILITY PROVIDERS:
Power: Tri County EMC
Water: Piedmont Water Company
Sewer: Individual Lot Septic System

PROPOSED ROADS:
Proposed road Covey Drive will be 22' wide pavement and 60' Right of Way and will be a PRIVATE road.

EXISTING / PROPOSED UTILITY NOTE:
Water will be provided by Piedmont Water Company with proposed main line connection to existing water main. Power and street lights provided by Tri-County EMC.



LINE TABLE FOR PROPERTY LINES

Parcel Line Table

Line #	Direction	Length
L50	S75°28'55"W	30.06'
L51	S14°31'05"E	90.40'
L52	S49°20'19"E	87.67'
L53	S45°36'59"E	60.17'
L54	S77°17'58"W	50.61'
L55	S12°42'02"E	60.00'
L56	S77°17'58"W	53.56'

CURVE TABLE FOR RIGHT-OF-WAY LINES

Curve #	Length	Radius	Chord
C1	62.003	167.842	S87°52'41"W 61.65'
C2	22.491	66.040	S67°32'34"W 22.38'
C3	43.122	110.000	S66°04'08"W 42.85'
C4	84.195	227.642	S67°52'41"W 83.72'

LINE TABLE FOR 20' DRAINAGE EASEMENT C/L (POINT A TO B) CALLS L30 THRU L49

Parcel Line Table

Line #	Direction	Length
L30	S13°53'44"E	75.10'
L31	S26°23'23"E	60.68'
L32	S13°21'10"W	63.65'
L33	S41°13'59"W	39.55'
L34	S13°19'00"W	27.22'
L35	S14°47'07"E	19.52'
L36	S24°28'46"W	32.26'
L37	S48°39'20"E	16.05'
L38	S2°12'16"W	97.67'
L39	S49°47'49"E	125.68'
L40	S51°25'34"E	181.53'
L41	S62°43'05"E	14.77'
L42	S45°33'15"E	113.65'
L43	S15°45'03"E	33.51'
L44	S42°18'52"E	44.47'
L45	S63°06'26"E	16.60'
L46	S23°10'11"E	24.68'
L47	S13°48'54"E	11.73'
L48	S62°46'30"E	25.61'
L49	S30°56'15"E	3.69'

Owner's acknowledgement and declaration: STATE OF GEORGIA, PUTNAM COUNTY
The owner of the land shown on this plat and whose name is subscribed thereto, in person or through a duly authorized agent, acknowledges that this plat was made from an actual survey, and dedicates by this Acknowledgement and Declaration to the use of the public forever all streets, sewer collectors, lift stations, drains, easements, and other public facilities and appurtenances thereon shown.

[Signature] 10/2/23 *[Signature]*
Signature of Subdivider Date Signed Printed Name of Subdivider
[Signature] 10/3/23 *[Signature]*
Signature of Owner Date Signed Printed Name of Owner

Water Certification:
I hereby certify that all proposed lots of this subdivision water system meet the requirements of Piedmont Water Resources and Georgia Dept. of Natural Resources Environmental Protection Division for installation of this water system.

[Signature] 10-3-23
Signature/Water Provider Date

Health department certification (for subdivisions served by septic tanks):
The lots shown hereon have been reviewed by the Putnam County Health Department and with the exception of lots are approved for development. Each lot is to be reviewed by the Putnam County Health Department and approved for septic tank installation prior to the issuance of a building permit.
DATED THIS 24 DAY OF October, 2023

BY: *[Signature]*
TITLE: Director
PUTNAM COUNTY HEALTH DEPARTMENT

Board of commissioners:
a) The Putnam County Board of Commissioners hereby accepts this final plat. DATED THIS 24 DAY OF October, 2023

[Signature] Chairman, Board of Commissioners AND _____ County Clerk

~~b) Board of commissioners acknowledgement of surety bonds of performance and maintenance for dedication and deed of rights-of-way. The Putnam County Board of Commissioners does hereby acknowledge receipt of surety bond for performance and maintenance of the right-of-way with improvements and to acknowledge receipt by dedication and deed of the right-of-way subject to final inspection. DATED THIS 24 DAY OF October, 2023~~

~~*[Signature]* Chairman, Board of Commissioners AND _____ County Clerk~~

Final plat approval: The Director of the Planning and Development Department or designee certifies that this plat complies with the Putnam County Development Regulations.
DATED THIS 24 DAY OF October, 2023
[Signature]
DIRECTOR, PLANNING AND DEVELOPMENT DEPARTMENT

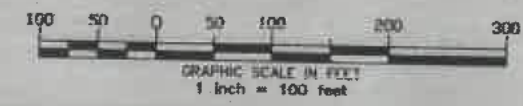
Final surveyor's certificate: it is hereby certified that this plat is true and correct as to the property lines and all improvements shown thereon, and was prepared from an actual survey of the property made by me or under my supervision; that all monuments shown hereon actually exist, and their location, size, type, and material are correctly shown. The field data upon which this plat is based has a closure precision of one foot in 33,741 feet and an angular error of 3.0 per angle point, and was adjusted using the Compass rule. This plat has been calculated for closure and is found to be accurate within one foot in 65,000 feet, and contains a total of 19.882 acres. The equipment used to obtain the linear and angular measurements herein was a GeolMax Zoom 90.

Equipment Used
Linear: GeolMax Zoom90
Angular: GeolMax Zoom90
ocrt@hobmail.com



SURVEYOR CERTIFICATION:
As required by subsection (d) of O.C.G.A. Section 15-6-67, this plat has been prepared by a land surveyor and approved by all applicable local jurisdictions for recording as evidenced by approval certificates, signatures, stamps, or statements hereon. Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser or user of this plat as to intended use of any parcel. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

BY: *[Signature]*
Phillip H Chivers RLS#2658 Expires 12/31/2024



- FINAL PLAT -

Section E - Phase 2

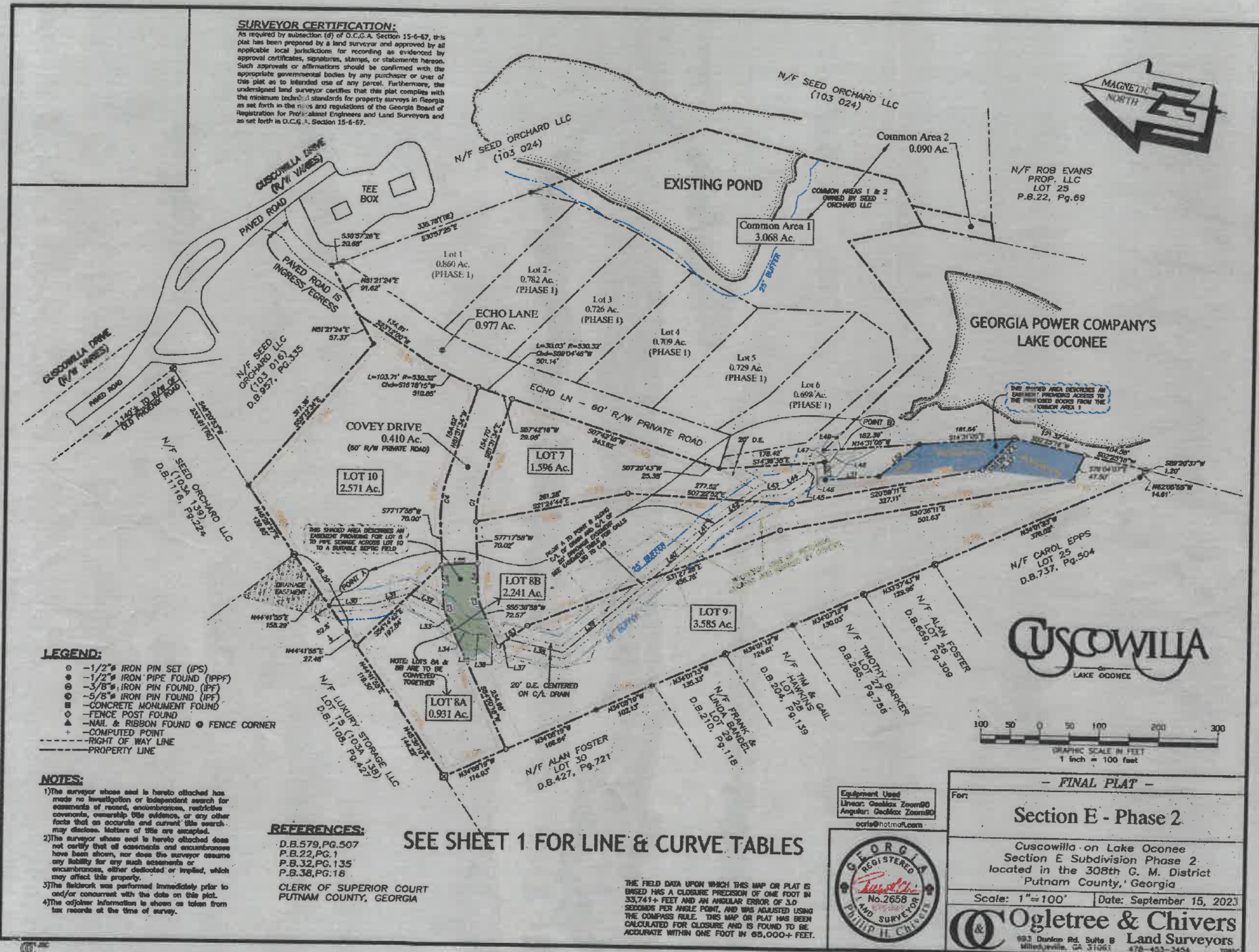
Cuscowilla on Lake Oconee
Section E Subdivision Phase 2
located in the 308th G. M. District
Putnam County, Georgia

Scale: 1"=100' Date: September 15, 2023

Ogletree & Chivers
Land Surveyors
693 Dunlap Rd, Suite B
Milledgeville, GA 31061 478-453-3454 7680C

SURVEYOR CERTIFICATION:

As required by subsection (d) of O.C.G.A. Section 15-6-67, this plat has been prepared by a land surveyor and approved by all applicable local jurisdictions for recording as evidenced by approval certificates, signatures, stamps, or statements hereon. Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser or user of this plat as to intended use of any parcel. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.



- LEGEND:**
- - 1/2" IRON PIN SET (IPS)
 - - 1/2" IRON PIPE FOUND (IPPF)
 - ⊙ - 3/8" IRON PIN FOUND (IPF)
 - ⊙ - 5/8" IRON PIN FOUND (IPF)
 - - CONCRETE MONUMENT FOUND
 - ◇ - FENCE POST FOUND
 - ▲ - NAIL & RIBBON FOUND
 - - FENCE CORNER
 - +
 - - COMPUTED POINT
 - - - - - RIGHT OF WAY LINE
 - — — — — PROPERTY LINE

- NOTES:**
- 1) The surveyor whose seal is hereto attached has made no investigation or independent search for encumbrances of record, easements, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose. Matters of title are accepted.
 - 2) The surveyor whose seal is hereto attached does not certify that all encumbrances and easements have been shown, nor does the surveyor assume any liability for any such encumbrances or easements, either dedicated or implied, which may affect this property.
 - 3) The fieldwork was performed immediately prior to and/or concurrent with the date on this plat.
 - 4) The adjoining information is shown as taken from tax records at the time of survey.

REFERENCES:

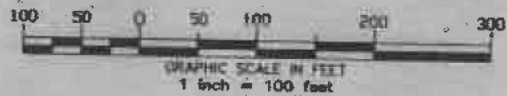
D.B. 579, PG. 507
P.B. 22, PG. 1
P.B. 32, PG. 135
P.B. 38, PG. 18

CLERK OF SUPERIOR COURT
PUTNAM COUNTY, GEORGIA

SEE SHEET 1 FOR LINE & CURVE TABLES

THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 33,741+ FEET AND AN ANGULAR ERROR OF 3.0 SECONDS PER ANGLE POINT, AND WAS ADJUSTED USING THE COMPASS RULE. THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 65,000+ FEET.

Equipment Used
Linear: Geolink Zoom90
Angular: Geolink Zoom80
ocr@hotmail.com



- FINAL PLAT -

For: **Section E - Phase 2**

Cuscowilla on Lake Oconee
Section E Subdivision Phase 2
located in the 308th G. M. District
Putnam County, Georgia

Scale: 1"=100' Date: September 15, 2023

Ogletree & Chivers
Land Surveyors
693 Dunlap Rd. Suite B
Milledgeville, GA 31061 478-453-3454

File Attachments for Item:

12. Authorization for Chairman to sign Resolution Calling a Referendum to Authorize the Issuance of General Obligation Bonds (staff-CM)

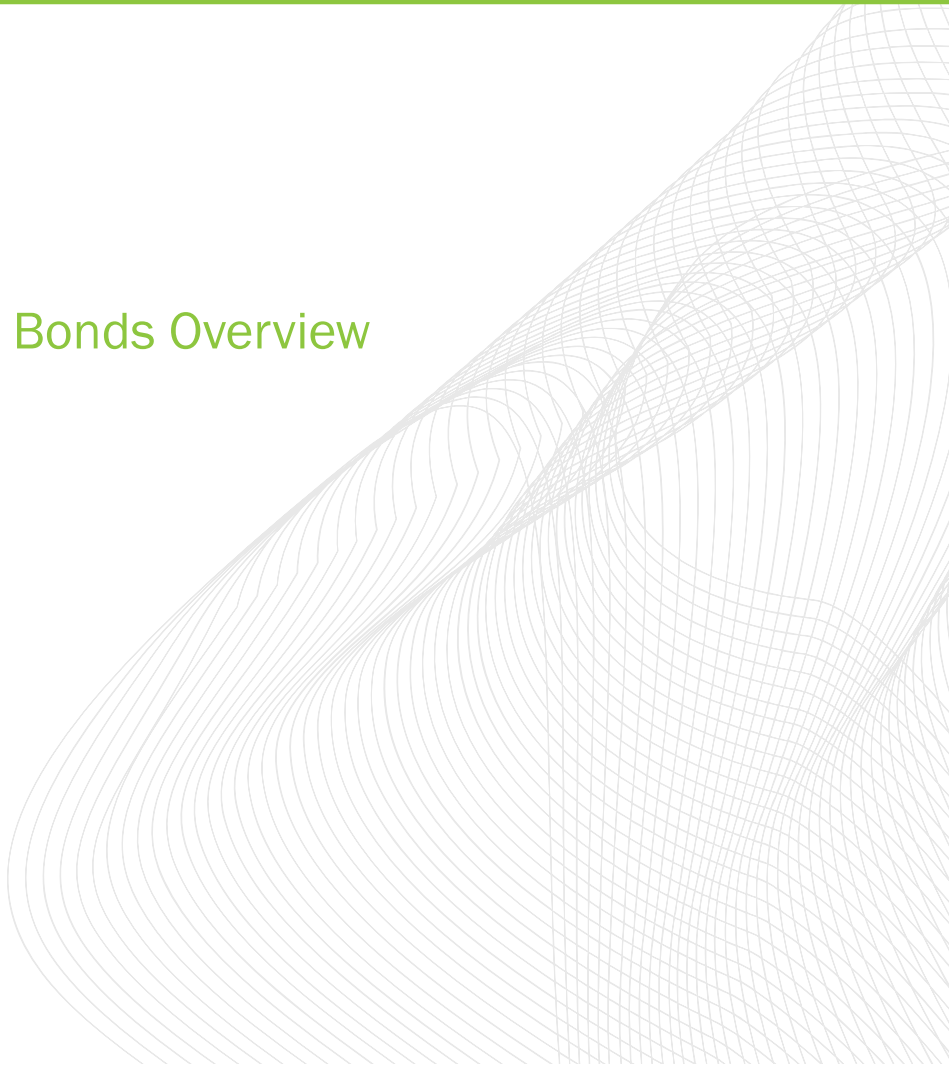


Putnam County, Georgia

Davenport Introduction and General Obligation Bonds Overview



November 21, 2023





Davenport Introduction

Putnam County, Georgia

Financial Advisory Experience



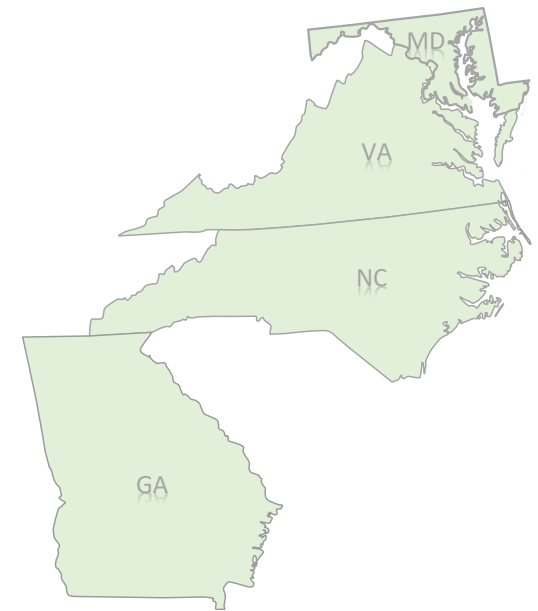
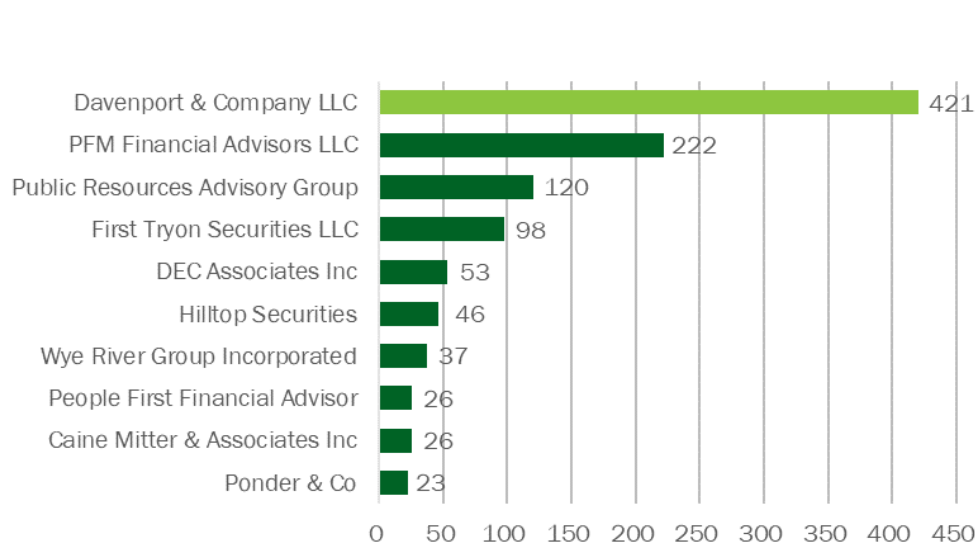
Founded in 1863, Davenport & Company LLC celebrates its 160th consecutive year in business in 2023.

Financial Advisor Transactions*

2018 - 2022

- Maryland
- Virginia
- North Carolina
- Georgia

Transactions: 421
Par: \$20.6 Billion



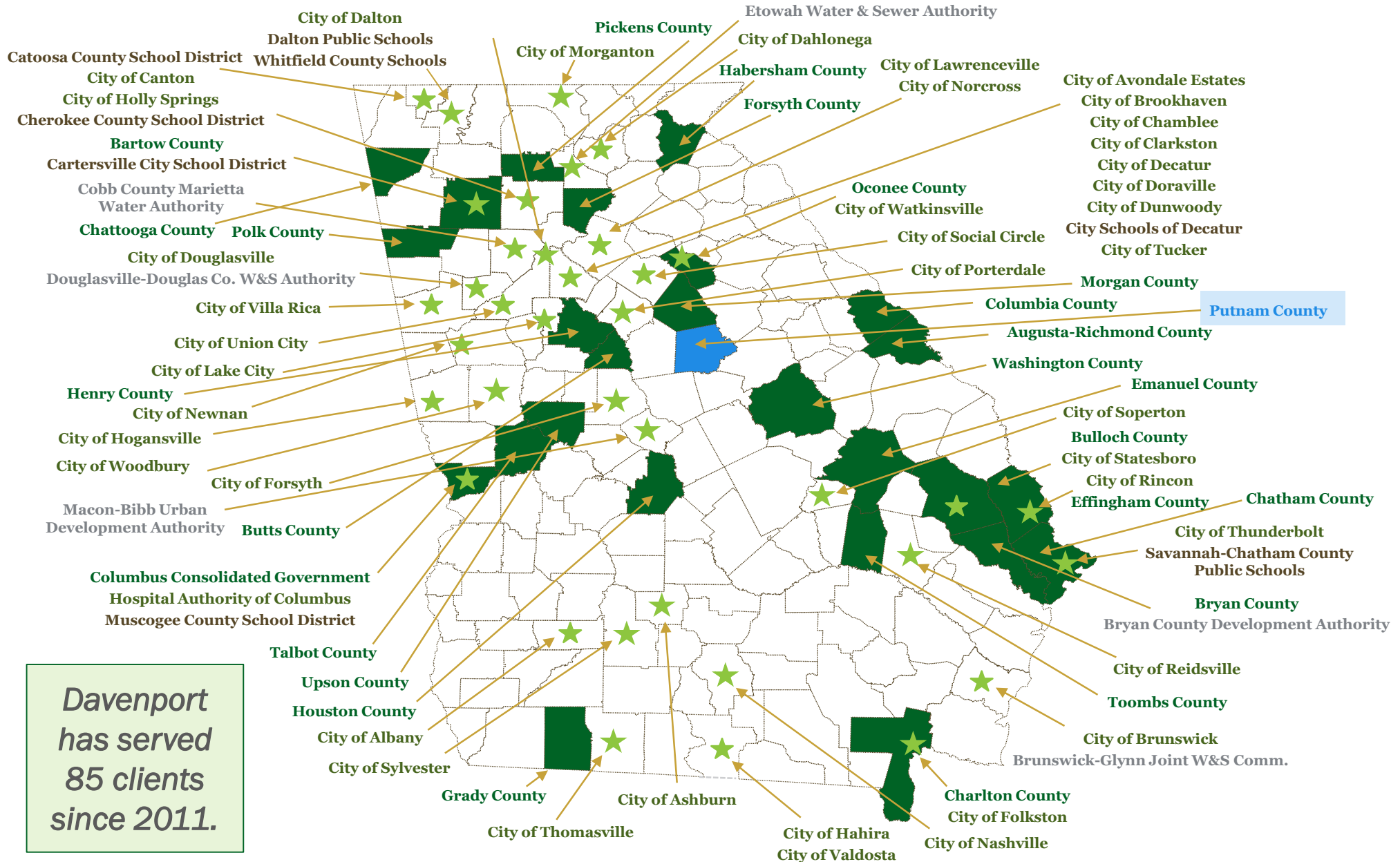
Davenport consistently ranks as the Top Financial Advisor in our primary footprint of Georgia, Maryland, North Carolina and Virginia.

Source: Thomson Reuters.

Note: Financial Advisor Rankings range from 2018-2022.

Note: Data shown is for tax-exempt public bond offerings and does not include bank loans or privately placed transactions.

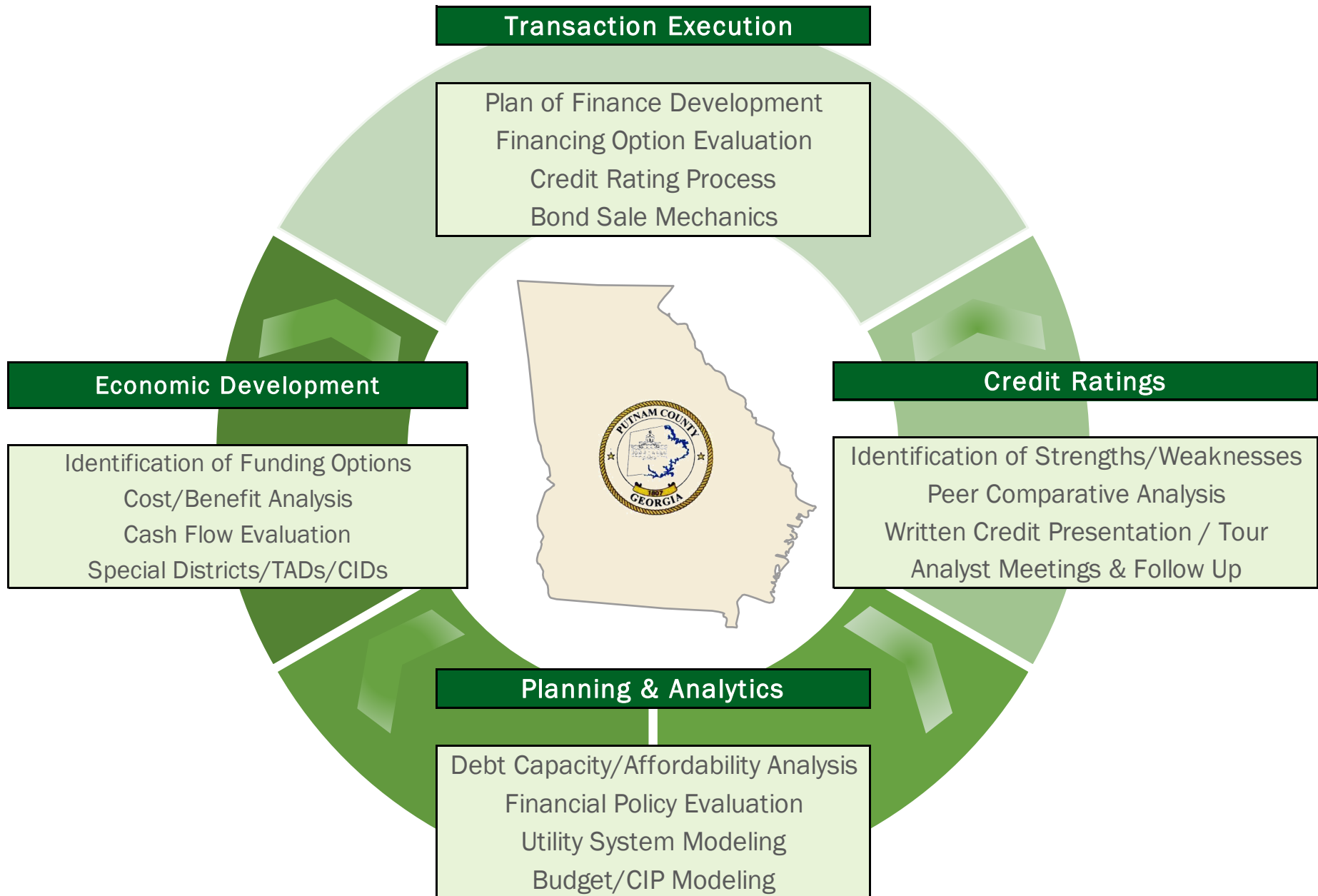
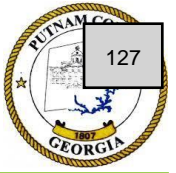
Davenport's Georgia Experience



Davenport has served 85 clients since 2011.

Note: ★ represents a City/School District/Utility System client(s). Shaded counties indicate County clients.

Overview of Davenport's Financial Advisory Services





Davenport's Role in the Financing Process

1. Develop the Plan of Finance

- Financial Modeling
- Presentation of Alternatives
- Credit Analysis

2. Communicate Risks and Benefits

- Board of Commissioners Meeting(s)
- Market Updates
- Risk Analysis

3. Understanding of Credit Process

- Rating Methodology
- Develop Credit Presentation

4. Assist in Retaining the Most Qualified Financial Institutions to Execute the Plan

- Identify Candidate Firms
- Competitive Selection Process
- Utilize Legacy Firm

5. Facilitate Financing Team Coordination and Scheduling

- Management of Process
- Issuer's Counsel
- Bond Counsel
- Outside Consultants
- Underwriters & Bankers

6. Provide Expert Advice in Market Access and Negotiations

- Financing Documents
- Disclosure Documents
- Underwriter Negotiations
- Sale of Bonds
- Closing of Bonds



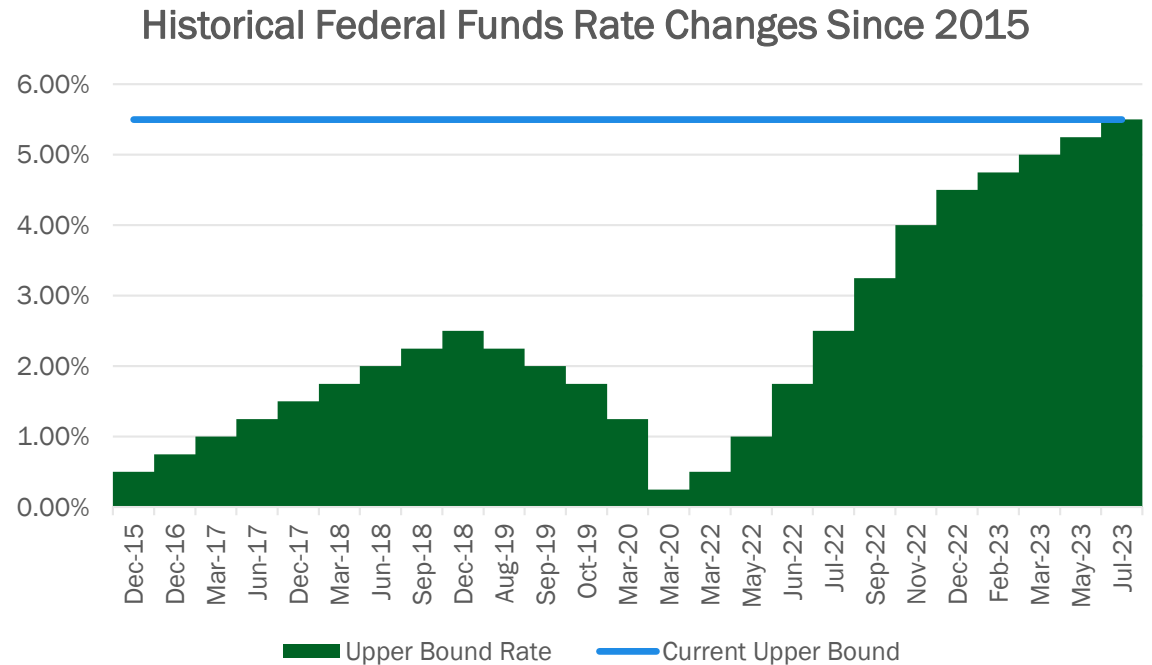
Market Update

Putnam County, Georgia

Fed Rate Movement Graph



Federal Funds Historical Rate Changes Since 2015		
Date	Upper Bound Rate	Change
12/17/2015	0.50%	N/A
12/15/2016	0.75%	0.25%
3/16/2017	1.00%	0.25%
6/15/2017	1.25%	0.25%
12/14/2017	1.50%	0.25%
3/22/2018	1.75%	0.25%
6/14/2018	2.00%	0.25%
9/27/2018	2.25%	0.25%
12/20/2018	2.50%	0.25%
8/1/2019	2.25%	-0.25%
9/19/2019	2.00%	-0.25%
10/31/2019	1.75%	-0.25%
3/3/2020	1.25%	-0.50%
3/16/2020	0.25%	-1.00%
3/17/2022	0.50%	0.25%
5/5/2022	1.00%	0.50%
6/16/2022	1.75%	0.75%
7/27/2022	2.50%	0.75%
9/21/2022	3.25%	0.75%
11/2/2022	4.00%	0.75%
12/14/2022	4.50%	0.50%
2/1/2023	4.75%	0.25%
3/22/2023	5.00%	0.25%
5/3/2023	5.25%	0.25%
7/27/2023	5.50%	0.25%



5-Year AAA Tax-Exempt Interest Rates (January 2021 to Present)



Despite the increase in interest rates from historical lows seeing during the pandemic, the interest rates are still below the recent inflation rates.



General Obligation Bonds / Financing Overview

Putnam County, Georgia

General Obligation Bonds Overview



- General Obligation (“GO”) Bonds must be approved by voters in a referendum.
- GO Bonds would be guaranteed by the Full Faith and Credit of the County.
- Total Outstanding GO Bonds are limited to 10% of assessed value and must be retired within 30 years.
- GO Bonds can be issued in the public market through a competitive/negotiated sale or sold directly to a Bank through a Direct Bank Loan. Public market issuances would require a credit rating whereas in a Direct Bank Loan issuance a rating is not required. The Method of Sale will be determined once we get closer to the pricing date based upon market conditions and other key financial factors.
- GO Bonds are issued directly by the County (i.e. no third party issuer).
- The GO Bond issuance process generally takes between 60-90 days following a successful referendum.

Referendum Requirements



When authorizing a General Obligation Bond Referendum, the Board of Commissioners must adopt a resolution calling for the referendum. Within the resolution, it must contain certain key terms / conditions. In conversation with Staff, below are our recommendations.

Requirement	Recommendation	Rationale
Purpose / Ballot Question	Projects Descriptions to Match what was included in T-SPLOST Referendum	This allows T-SPLOST collections to be used for repayment on the GO Bonds
Not to Exceed Aggregate Principal Amount	\$22 million	Amount requested by the Board.
Not to Exceed Interest Rate (Coupon)	6.00%	Market Coupon Rate + 1.00% Note: In a public market sale, 5.00% coupons are the current industry standard. However, the actual yield (interest rate) is much lower. For purposes of the resolution, the Coupon Rate is what must be used.
Maximum Annual Principal Amounts	See subsequent page	Annual Level Debt Service
Final Maturity	4 Years	Coincides with expiration of T-SPLOST

Estimated Debt Service Schedule



Key Assumptions

- Closing June 15, 2024;
- Level Debt Service Structure;
- 4 Year Amortization;
- First Interest Payment December 15, 2024;
- First Principal Payment December 15, 2024;
- Planning Interest (Coupon) Rate of 5.00%;
- Aa3 Credit Rating; and
- \$22 million is inclusive of all estimated costs of issuance.

Projected Debt Service - Series 2024 Bonds			
Payment Date	Principal	Interest	Total
12/15/2024	\$5,095,000	\$550,000	\$5,645,000
6/15/2025	0	422,625	422,625
12/15/2025	5,355,000	422,625	5,777,625
6/15/2026	0	288,750	288,750
12/15/2026	5,630,000	288,750	5,918,750
6/15/2027	0	148,000	148,000
12/15/2027	5,920,000	148,000	6,068,000
Total	\$22,000,000	\$2,268,750	\$24,268,750



Timetable / Next Steps

Putnam County, Georgia

GO Bond Election Timeline



Date	Action
November 21	 Board of Commissioners Meeting – Davenport Presents General Obligation Bonds Overview / Board to Adopt Referendum Resolution
Prior to December 13	Board of Elections & Registration adopts resolution Calling the Election
Balance of December, January, February, March	The following steps will occur: <ul style="list-style-type: none"> • Call of Election submitted to Legal Organ • Call of Election published in Legal Organ • Form of Ballot Question submitted to ballot builders • Notice of Election submitted to Legal Organ • Notice of Election published (Five weekly publication prior to election)
March 12	Election

Davenport, County Staff and Legal Counsel will coordinate to ensure all the appropriate deadlines are met.

Following a successful referendum, the financing process typically takes between 60-90 days.

Contact Information

Richmond – Headquarters

One James Center
901 East Cary Street,
Suite 1100,
Richmond, Virginia 23219

Courtney Rogers

Senior Vice President

804-697-2902

crogers@investdavenport.com

Ricardo Cornejo

First Vice President

404-865-4040

rcornejo@investdavenport.com

Atlanta Office

515 East Crossville Road
Suite 380
Roswell, Georgia 30075

Christopher Holt

Associate Vice President

404-922-7301

cholt@investdavenport.com

Doug Gebhardt

First Vice President

404-825-9467

dgebhardt@investdavenport.com

Disclaimer



The U.S. Securities and Exchange Commission (the “SEC”) has clarified that a broker, dealer or municipal securities dealer engaging in municipal advisory activities outside the scope of underwriting a particular issuance of municipal securities should be subject to municipal advisor registration. Davenport & Company LLC (“Davenport”) has registered as a municipal advisor with the SEC. As a registered municipal advisor Davenport may provide advice to a municipal entity or obligated person. An obligated person is an entity other than a municipal entity, such as a not for profit corporation, that has commenced an application or negotiation with an entity to issue municipal securities on its behalf and for which it will provide support. If and when an issuer engages Davenport to provide financial advisory or consultant services with respect to the issuance of municipal securities, Davenport is obligated to evidence such a financial advisory relationship with a written agreement.

When acting as a registered municipal advisor Davenport is a fiduciary required by federal law to act in the best interest of a municipal entity without regard to its own financial or other interests. Davenport is not a fiduciary when it acts as a registered investment advisor, when advising an obligated person, or when acting as an underwriter, though it is required to deal fairly with such persons.

This material was prepared by public finance, or other non-research personnel of Davenport. This material was not produced by a research analyst, although it may refer to a Davenport research analyst or research report. Unless otherwise indicated, these views (if any) are the author’s and may differ from those of the Davenport fixed income or research department or others in the firm. Davenport may perform or seek to perform financial advisory services for the issuers of the securities and instruments mentioned herein.

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Version 01/01/2023 CH/DJG/RC/CR

RESOLUTION OF THE BOARD OF COMMISSIONERS OF PUTNAM COUNTY CALLING A REFERENDUM TO BE HELD ON MARCH 12, 2024, TO AUTHORIZE THE ISSUANCE OF GENERAL OBLIGATION BONDS OF PUTNAM COUNTY; AND FOR OTHER PURPOSES.

WHEREAS, the Board of Commissioners of Putnam County (the “**Board of Commissioners**”), the governing body of Putnam County (the “**County**”), a political subdivision of the State of Georgia, deems it necessary and in the best interest of the citizens of the County to incur bonded debt in accordance with the provisions of Official Code of Georgia Annotated (“**O.C.G.A.**”) § 36-82-1, *et seq.*, for the purposes set out in the Notice of Election attached hereto as Exhibit A (the “**Notice**”), which is hereby authorized to be published and which is incorporated in this resolution; and

WHEREAS, the Board of Commissioners desires to provide the voters of the County with the opportunity to vote pursuant to law in favor of or against the issuance of general obligation bonds.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners in public meeting assembled, and it is hereby resolved by the authority of the same that:

1. A referendum to be held in the County on March 12, 2024 (the “**Referendum**”), is hereby authorized to be called, at which Referendum there shall be submitted to the qualified voters of the County for their determination the question of whether the County shall issue general obligation bonds (the “**Bonds**”) for the purposes shown in the Notice.
2. The Bonds shall be general obligation debt of the County. The principal amount of the Bonds to be issued shall not exceed \$22,000,000. The maximum rate or rates of interest on the Bonds shall not exceed 6.00% per annum and the maximum amount of principal to be paid in each year during the life of the Bonds shall be as shown in the Notice.
3. Due provisions shall be made at the holding of the Referendum so that those voting at the Referendum who favor the issuance of the Bonds may vote for the issuance thereof, and those voting at said Referendum who oppose the issuance of the Bonds may vote against the issuance thereof, and the question to be voted on in the Referendum shall appear on the ballots or ballot labels in precisely the form set forth in the Notice attached hereto as Exhibit A.
4. The County Clerk is hereby authorized and directed to deliver a certified copy of this resolution to the Putnam County Board of Elections, as Election Superintendent (the “**Election Superintendent**”).
5. The Election Superintendent is requested to issue the call for the Referendum to be held on March 12, 2024, not less than 90 days prior to the date of the Referendum. The Election Superintendent shall cause the date and purpose of the Referendum to be published once at least 90 days preceding the date of the Referendum and once each week beginning not less than 30 days preceding the date of the Referendum in the official legal organ of Putnam County and the Notice will be substantially in the form attached hereto and made a part hereof as Exhibit A.

6. The Referendum hereby authorized to be called shall be held in accordance with the provisions of O.C.G.A. § 36-82-1 *et seq.*, by the same persons, in the same manner, and under the same rules and regulations that elections for the Board of Commissioners are held, and the managers of the Referendum shall make returns thereof to the Election Superintendent and the County, which, in the presence of and together with the several managers of the Referendum, shall consolidate said returns and declare the result of the Referendum.

7. If the Bonds are authorized to be issued, the County shall adopt a bond resolution providing for the levy of a tax sufficient in an amount to pay the principal of the Bonds at their respective maturities and the interest thereon as the same becomes due as required by the Constitution of the State of Georgia.

8. If general obligation debt is to be issued, the County reasonably expects that, prior to issuance of such debt, it will be necessary for funds of the County to be expended on the acquisition, construction, and equipping of the projects set forth in the Notice and wish such expenditures to be reimbursed from proceeds of the sale of such general obligation debt. Therefore, subject to approval of the voters of the County, the County hereby declares its official intent to have original expenditures on the projects to be reimbursed with proceeds from the sale of such debt in the maximum amount of \$22,000,000 (to the extent permitted by § 1.150-2 of the Treasury Regulations). Such reimbursement allocations shall be made not later than 18 months after the later of (i) the date the original expenditure is paid or (ii) the date the projects are placed in service or abandoned, but in no event more than three years after the original expenditure is paid.

9. The proper officers and agents of the County are hereby authorized to take any and all further actions as may be required in connection with the calling and holding of the Referendum all as herein provided. All resolutions or parts of resolutions, if any, in conflict herewith shall be and the same hereby are repealed.

ADOPTED, this 21st day of November 2023.

BOARD OF COMMISSIONERS
OF PUTNAM COUNTY

(S E A L)

By: _____
Chairman

Attest: _____
County Clerk

Exhibit A

NOTICE OF BOND ELECTION
TO THE QUALIFIED VOTERS OF PUTNAM COUNTY

Pursuant to a resolution adopted by the Board of Commissioners of Putnam County (the “County”) on November 21, 2023, and a call for a referendum issued by the Putnam County Board of Elections, as Election Superintendent for the County (the “Referendum”), notice is hereby given as follows:

1. On March 12, 2024, a special election will be held in the County to submit to the qualified voters of the County the following question:

GENERAL OBLIGATION BONDS

- () YES Shall Putnam County issue general obligation bonds in an aggregate principal amount not to exceed \$22,000,000 to pay the cost of transportation purposes throughout Putnam County to include (i) resurfacing, safety improvements, intersection and right of way improvements, and (ii) paying the costs and expenses related to such bonded indebtedness?
- () NO

2. All qualified voters desiring to vote in favor of the issuance of general obligation bonds shall vote “Yes” and all qualified voters opposed to levying the tax shall vote “No.” If more than one-half of the votes cast are in favor of issuance of the general obligation bonds by the County, then the County will be authorized to issue such debt as provided by law.

3. The Bonds shall be general obligation debt of the County. The principal amount of the bonds to be issued shall not exceed \$22,000,000. The maximum rate or rates of interest on such debt shall not exceed six percent (6.00%) per annum. The maximum amount of principal to be paid in each year during the life of the debt shall be as follows:

<u>Year</u>	<u>Principal Amount Maturing</u>
Year 1	\$5,095,000
Year 2	5,355,000
Year 3	5,630,000
Year 4	5,920,000

The Board of Commissioners may issue aggregate general obligation debt which is less than \$22,000,000 and reduce the principal amounts maturing which are shown above. The bonds may be made subject to redemption prior to maturity, to the extent permitted by law, upon terms and conditions to be determined by the County.

4. To the extent available, the County may combine available funds with proceeds from the general obligation debt, and any other available funds, to pay the costs of the purposes set forth in the form of the ballot question. Plans and specifications for these purposes have not been completed and bids have not been received. Depending upon acquisition and construction

costs and available funds, the County may choose which purposes to undertake or not undertake, or to delay until additional funding is available, to the extent that proceeds of the general obligation debt, together with other available funds actually received by the County are insufficient to complete any of the purposes.

5. Reference is hereby made to Official Code of Georgia Annotated § 36-82-1(d), which provides in part that any brochures, listings, or other advertisements issued by the County or by any other person, firm, corporation, or association with the knowledge and consent of the Board of Commissioners shall be deemed to be a statement of intention of the County concerning the use of bond funds.

6. In accordance with Official Code of Georgia Annotated § 36-82-2, the Referendum shall be held by the same persons, in the same manner, and under the same rules and regulations that elections for members of the Board of Commissioners of the County are held. The returns shall be made to the officers calling or ordering the Referendum. Such officers, in the presence of and together with the several managers, who shall bring up the returns, shall consolidate the returns and declare the result.

7. The last day to register to vote in the Referendum is February 12, 2024, or as otherwise provided by law. Anyone desiring to register may do so by applying in person at the voter registration office located at 100 South Jefferson Avenue, Suite 217, Eatonton, Georgia, or by any other method authorized by the Georgia Election Code.

8. The Referendum will be held on Tuesday, March 12, 2024. The polls will be open from 7:00 a.m. until 7:00 p.m.

This _____ day of _____, 2023.

(FORM)

Chairman, Putnam County Board of
Elections, As Elections Superintendent

To be published at least 90 days prior to and at least once per week
beginning at least 30 days prior to March 12, 2024.

CLERK'S CERTIFICATE

The undersigned County Clerk of Putnam County, keeper of the records and seal thereof, certifies that the foregoing is a true and correct copy of a resolution approved and adopted by majority vote of the Board of Commissioners of Putnam County in meeting assembled on November 21, 2023, the original of which resolution has been entered in the official records of said Board of Commissioners under my supervision and is in my official possession, custody, and control.

I further certify that said meeting was held in conformity with the requirements of Title 50, Chapter 14 of the Official Code of Georgia Annotated.

(S E A L)

County Clerk
Putnam County

STATE OF GEORGIA)
)
COUNTY OF PUTNAM)

ORDER

The Putnam County Board of Elections having been furnished with a certified copy of the resolution of the Board of Commissioners of Putnam County adopted on November 21, 2023, requesting the undersigned to call an election on March 12, 2024, relative to approval of the issuance of general obligation debt described in said resolution, does hereby call said election on March 12, 2024, and orders and directs that the form of election notice contained in said resolution and required by law to be published in connection with the election be published as provided by law.

This _____ day of _____, 2023.

Chairman
Putnam County Board of Elections

File Attachments for Item:

13. Discussion and possible action regarding proposal from Holland & Knight (staff-CM)

Prepared for Paul Van Haute, County Manager

Putnam County

November 2, 2023

Marci Rubensohn

Senior Policy Advisor | Atlanta | 404-817-8552 | Marci.Rubensohn@hklaw.com

Holland & Knight

www.hklaw.com

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Disclaimer: The information provided in this handout is general information and not designed to be and should not be relied on as your sole source of information when analyzing and resolving a specific legal issue. Each fact situation is different; the laws are constantly changing. If you have specific questions regarding a particular fact situation, we urge you to consult with legal counsel.

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Scope of Work and Cost Proposal

Thank you for the opportunity to provide a proposal for the Putnam County. Outlined below is our scope of work, strategy and cost proposal for this engagement.

Scope of Work

Holland & Knight will serve as Putnam County's advocate in Georgia. We will represent the County at the State Capitol and will assist on relationship building, general advocacy and appropriations.

Strategy

Shortly after official engagement, we would organize an intensive planning session with you to develop an initial strategy to achieve your state and local goals.

Key elements will include:

- Gain a greater appreciation for the County and the relevant regulatory and policy priorities and potential hurdles you may face as well as your projects and policy issues and talk through possible solutions.
- Outline the regulatory, legislative and political, dynamics – the pressure points – that may affect your proposed objectives and what the challenges and opportunities may be to a successful outcome.
- Identify potential policy champions on your behalf.
- Develop a comprehensive advocacy plan and strategy that will be the blueprint for pursuing your priorities and garnering support, as well as expanding your relationships. This will serve as a living dynamic document over the course of our engagement.
- Assist with the preparation of relevant briefing materials.
- Schedule a regular meeting between the Putnam County and the HK team to discuss strategic implementation and adjust our outreach and strategy as factors evolve.

Strengthening Relationships/Profile Raising: Holland & Knight will work to build the Putnam County's relationships at the state level and build its profile with state leaders and state agency heads. Holland & Knight has a strong bipartisan team with exceptional ties to key decision makers in Georgia to help advocate for your priorities.

Aggressive, Proactive Advocacy: Holland & Knight will actively and aggressively advocate for the Putnam County throughout Georgia. As part of this advocacy, the firm will:

- Engage in ongoing discussions with the governor's office, Georgia general assembly, executive state agencies and local government entities in Georgia to discuss your priorities, respond in a timely basis to inquiries and concerns, and gather insider information and intelligence to gain behind-the-scenes insights on challenges and opportunities for the County.
- Identify critical times for the Putnam County officials to contact state and local stakeholders to advance your priority projects or issues.
- Assist with drafting all relative written materials for discussions with relevant stakeholders as needed.

Appropriations: Being at the Capitol every legislative day, having strong relationships with the House and Senate appropriations chairs, and having worked on the state budget at the highest levels as governor’s counsel, Holland & Knight has the connections to the state agencies and elected officials that the County needs to achieve your goals.

Our Holland & Knight team is comprised of government relations attorneys who engage and are present in Atlanta at the Capitol every day throughout the legislative session. The team works closely with the Governor’s Office, legislators and agency staff throughout the year. We can use our ties to identify appropriations that will contribute to the levels of service and quality of programs provided to the citizens and stakeholders of the County.

Communications: Holland & Knight will provide insightful and complete legislative analyses for Putnam County. Throughout the legislative session, we will prepare a weekly written report of all relevant legislation to keep Putnam County officials informed of our progress.

In December, we will provide a pre-legislative session report to Putnam County. In April, we will present a legislative wrap-up.

As a matter of practice, we often schedule calls and meetings with our clients to provide updates. Throughout the legislative session, we communicate more frequently through calls and emails. This approach allows us to understand your evolving needs and priorities, making us more effective in representing you.

A list of communications Holland & Knight clients receive includes:

- Quarterly reports during the legislative interim with the status of legislative, regulatory and public affairs initiatives we are addressing for Putnam County.
- Calls which provide information regarding legislative or regulatory activities important to Putnam County.
- Weekly legislative membership updates during the legislative session regarding legislative or regulatory activities important to Putnam County.
- Post-session summary of legislation affecting Putnam County.

We offer this because close communication among our team members and our clients is a hallmark of Holland & Knight’s work.

In fact, we encourage you to reach out to us beyond scheduled calls because we know that important issues arise beyond the normal workday. This way, you feel a part of our day-to-day advocacy efforts and are always up to speed on our activities and progress.

Cost Proposal

Holland & Knight would propose a monthly fixed fee of \$8,500 for a span of 12 months.

Holland & Knight’s proposed fee is all inclusive. It covers all normal office overhead expenses, including, but not limited to, telephone, faxes, mail, copying, courier, subscriptions, and memberships. Holland & Knight also is happy to provide the Putnam County with access to relevant subscriptions and publications that we subscribe to. It does not include travel, but Holland & Knight will not incur any travel-related expenses without prior approval.

Georgia Government Advocacy Team

- Holland & Knight is your legislative and local advocate in Georgia. Our team works diligently and carefully to identify every proposal affecting your operations so that together we can make the case for passage, defeat or amendment.
- We have decades of experience representing your interests before the governor’s office, Georgia general assembly, executive state agencies and local government entities in Georgia.
- Our team has spent years working at the Georgia capital, and we leverage the knowledge we have gained – and the working relationships we have built – to help you accomplish your statewide goals.

Serving Your Government Needs

In dealing with the leadership of state legislative bodies, governor’s office, executive branch agencies and local government officials, working with counsel that has extensive experience with these entities helps you accomplish your goals. We are dedicated to serving your government needs, whether they involve lobbying the state legislature, state agencies or local governments, providing guidance in procurement and grants-making processes, or monitoring legislative and administrative developments.

Comprehensive State and Local Representation

As state legislative counsel to business enterprises and local governments, our team provides a variety of services ranging from simple monitoring and reporting of legislative and regulatory matters to full-service representation including:

- providing legislative analysis
- advising and consulting on legislative strategies and developing issues
- preparing, delivering, reviewing and analyzing committee testimony
- identifying strategic interest alliances and coordinating interest groups
- drafting legislation
- lobbying for appropriations funding
- initiating special legislation
- providing advance notice of upcoming relevant issues
- advising on public affairs, consensus building and grassroots advocacy
- engaging in other traditional lobbying activities

Diverse Industry Experience

Industries assisted by our Georgia Government Advocacy Team are extensive and include the following:

- health care companies
- insurance companies
- construction companies
- energy companies
- financial services companies
- food, restaurant and hotel companies
- local governments
- lottery companies
- for profit educational institutions
- casinos

- mining industry
- national trade associations
- not-for-profit service organizations
- pharmacies and pharmacists
- solid waste management firms
- state self-insurance security funds
- technology companies
- communications companies
- transportation companies

State Administrative, Rulemaking and Procurement Representation

Our team provides local government law advice and representation on a full range of procedural and substantive issues that arise between our clients and other public or private interests. This encompasses regulatory matters including rulemaking, permitting, negotiations, administrative litigation, compliance and enforcement proceedings, business and professional licensing and rate form filing.

Georgia Leadership

Our office includes lawyers and senior professionals who represent clients before Georgia government agencies or have served in elected and appointed positions in Georgia state government.

- [Robert Highsmith](#) is the Deputy Practice Group leader of the Public Policy & Regulation Group and has been a prominent leader in Georgia’s legal and policy practice for several decades .
- [Marci Rubensohn](#) worked for the Georgia Senate and the Georgia Municipal Association and is active before the state, counties and cities.
- [Koko Lewis](#) formerly worked for the Georgia Senate and is a trusted advisor for regulatory and legislative concerns at the state and local level in Georgia.

Recent Successes

Recent successes for Holland & Knight clients include the following:

- Successfully passed legislation on behalf of CIM Group, a large national real estate development corporation, creating a \$600 million tax incentive – the largest economic development incentive in Georgia history.
- Successfully represented the Metropolitan Atlanta Rapid Transit Authority (MARTA) in passing legislation granting more flexibility in the negotiation and selection of concession partners at MARTA stations throughout metropolitan Atlanta.
- On behalf of the Atlanta Hawks Basketball Club, successfully extended car rental tax collections beyond their 2038 sunset date to raise at least \$110 million to fund the renovation of Philips Arena.
- Successfully passed legislation approving CSX’s lease of the Western & Atlantic Railroad.
- Successfully advocated a \$100 million special tax district on behalf of the Atlanta Beltline to generate revenue for the completion of the Beltline trail.

Representative Clients

Members of your proposed Holland & Knight team have years of experience providing excellent service to other local governments and local authorities such as the:

- The City of Savannah
- The City of Atlanta
- Augusta Richmond County
- Walton County
- The Classic Center Authority
- The Atlanta Beltline

Relationships

Holland & Knight has been a formidable state lobbying practice in Atlanta since 1998. Much of this strength has come from our relationships on both sides of the aisle and with key state officials, listed below including the:

Governor: We have a long-term relationship with Governor Kemp and with several key members of his policy staff. Mr. Highsmith served as General Counsel to former Georgia Governor Perdue; at the time, then state senator Kemp served as Governor Perdue’s Floor Leader. Mr. Highsmith worked with Kemp to successfully execute the Administration’s legislative package. More recently, we have actively supported Governor Kemp’s campaigns for Governor. Our relationships with his key staff members is strong.

Lieutenant Governor: We have a strong relationship with the Lieutenant Governor and his staff. We worked closely, and successfully, with his Chief of Staff and key policy advisors throughout the last legislative session on several matters of high importance to several of our clients.

Attorney General: Mr. Highsmith has worked closely with Attorney General Carr throughout Carr’s various positions in state and federal government and the private sector. We were supportive of his campaign for Attorney General and continue to work with him on a regular basis.

Speaker of the House: We have solid relationships with the Speaker and his staff members. Holland & Knight has previously worked closely with the Speaker’s chief of staff and chief counsel on a number of legislative issues, and we maintain a positive working relationship with the Speaker as well as additional key staff members.

President Pro Tempore of the Senate: We have strong relationships with the Senate President Pro Tempore. We worked directly with him and his staff on several legislative issues.

Majority and Minority Leader of the House and Senate: Holland & Knight works closely with leadership of both political parties in both legislative chambers. We have strong relationships with the current majority and minority leaders, as well as other legislative leadership.

The following chart illustrates our relationships with committees in Georgia General Assembly:

Georgia House	Appropriations Committee; Budget and Fiscal Affairs Oversight Committee; Economic Development and Tourism; Energy, Utilities and Telecommunications Committee; Governmental Affairs; Health and Humans Services Committee; Insurance Committee; Intragovernmental Coordination Committee; Judiciary Committee; Judiciary Non-Civil Committee; MARTOC Committee; Regulated Industries Committee; Rules Committee; Transportation Committee; Ways & Means Committee.
Georgia Senate	Administrative Affairs Committee; Appropriations Committee; Assignments Committee; Economic Development Committee; Finance Committee; Government Oversight Committee; Health and Human Services Committee; Insurance and Labor Committee; Judiciary Committee; MARTOC Committee; Natural Resources and the Environment Committee; Regulated Industries and Utilities Committee; Rules Committee; State and Local Government Operations Committee; Transportation Committee.

Professionals

Marci Rubensohn



Senior Policy Advisor
Atlanta
404.817.8552
Marci.Rubensohn@hklaw.com

Practices

Public Policy & Regulation | Government Representation | Local Government Advocacy | State Capitals | State and Local Government Procurement

Marci Rubensohn is a senior policy advisor in Holland & Knight's Atlanta office and a member of the firm's Public Policy & Regulation Group. Ms. Rubensohn designs and lobbies for legislative and regulatory solutions to problems facing large private and public clients, primarily before Georgia state and local governments. Her clients include market leaders in healthcare, telecommunications, food service and casino gambling, as well as the largest airport in the world as measured by passenger traffic.

Ms. Rubensohn began her legislative career as an attorney for the Georgia Senate Research Office, providing legal and policy analysis of legislation coming before the Senate Judiciary Committee.

Following her work with the Georgia Senate, Ms. Rubensohn served as the deputy director of government relations with the Georgia Municipal Association (GMA), where she was responsible for lobbying the state legislature on behalf of the 550 members of GMA and for representing municipal utility systems at the Georgia Public Service Commission. Throughout her 10 years at GMA, she developed legislative policy positions for the association and cultivated strong relationships with local and state elected officials.

Ms. Rubensohn has been appointed to various task forces, including the City of Atlanta Code Enforcement Commission, the University System of Georgia Alcohol Abuse Task Force and the Midtown Atlanta Land Use Committee. She was a delegate for the American Council of Young Political Leaders (ACYPL) and a graduate of the University of Georgia Municipal Leadership Institute.

Ms. Rubensohn is an active member of the State Bar of Georgia and in charitable organizations in Atlanta.

Representative Experience

Local Government Procurement

- Assisted a global electric company to procure energy performance contracts for several cities in Georgia
- Assisted a Kentucky-based housing development company to obtain approval for affordable housing projects in Georgia
- Assisted with the creation of a new tax district to authorize the collection of \$100 million in revenue
- Assisted an intelligent transportation system (ITS) company to successfully procure community improvement district funds for traffic technology
- Assisted a cable company negotiate funding to expand broadband infrastructure

Georgia General Assembly

- Represented a large metropolitan city to successfully extend the term of the city's infrastructure sales tax and create a new sales tax economic development tool
- Represented a large consolidated government to create a new sales tax to fund the construction of a new arena
- Successfully represented an aerospace aircraft manufacturer to create a new income tax credit
- Represented a coastal city to successfully create and procure funds for the city's information technology and logistics corridor
- Represented a growing county to procure funding for a reservoir project
- Represented a coastal city to successfully increase its hotel/motel tax rate
- Updated the Land Bank Authority Act to provide greater authority and flexibility for local land banks
- On behalf of pharmaceutical clients, successfully passed legislation to synchronize dispensation dates of medication
- On behalf of a New York-based national asset manager, created a rural jobs tax credit program and successfully incorporated the program into the Suggested State Legislation handbook of the Council of State Governments to be used as a model in other states
- Successfully passed legislation granting operating and management authority to a local utility authority
- Successfully passed legislation to enhance access to rural utility poles for broadband deployment

Honors & Awards

- Top 10 Female Lobbyists, *James Magazine*
- Dean's List, Emory University
- Certificate for Excellent Achievement for Negotiation Skills, Highest Grade in Class, Emory University School of Law, Spring 2000
- Certificate for Excellent Achievement for Alternative Dispute Resolution, Highest Grade in Class, Emory University School of Law, Fall 1999

Memberships

- State Bar of Georgia, 2002-Present
- University System of Georgia Alcohol Abuse Task Force, 2015
- City of Atlanta Code Enforcement Commission, 2014
- Midtown Neighborhood Association, 2010-2011
- Midtown Atlanta Land Use Zoning Committee, 2007-2011
- American Council of Young Political Leaders (ACYPL), Delegate, 2007
- MidCity Lofts Condominium Association, Vice President, Board of Directors, 2003-2006
- Pi Sigma Alpha

Education

- Emory University School of Law, J.D.
- Emory University, B.A., Political Science and Spanish

Bar Admissions/Licenses

- Georgia

Spoken Languages

- Spanish

Robert S. Highsmith Jr.



Partner
Atlanta
404.898.8012
robert.highsmith@hklaw.com

Practices

Public Policy & Regulation | Energy | Federal Budget and Appropriations | Communications | Public-Private Partnerships | State Capitals | Government Representation | Political Law | Public Finance | Alcohol Beverage | Risk and Crisis Management | Federal and State Energy Regulation | Solar Energy

Industries

Energy & Natural Resources

Robert S. Highsmith Jr. practices regulatory and administrative law, public policy litigation, government contracting, and government relations. He represents diverse large corporate and governmental clients in contested matters, large transactions, and government affairs before myriad Georgia state and local governmental agencies, including the Public Service Commission, Department of Community Health, Department of Insurance, Department of Revenue, the General Assembly, and the City of Atlanta. He also advocates before Georgia's congressional delegation.

Mr. Highsmith has extensive experience advocating client regulatory and policy interests across a wide range of substantive areas, including:

- natural gas and energy
- healthcare
- government procurement
- tax incentives and economic development
- government investigations
- transportation
- insurance
- alcohol beverage regulation
- federal and state appropriations

He routinely handles a wide range of matters, including:

- administrative litigation
- regulatory policy
- bid protest and procurement litigation
- internal investigations
- State Attorney General investigations
- taxation
- tax incentives for economic development
- legislative lobbying
- campaign finance and election law compliance

Mr. Highsmith also has an active public policy litigation practice, with a focus on state constitutional issues, regulatory appeals, and election law.

Mr. Highsmith's recent matters include:

- representing a large natural gas utility in multiple contested matters before the Georgia Public Service Commission
- leading negotiations on behalf of a major Atlanta sports franchise for the renovation of the team's home arena
- leading a multidisciplinary team designing and implementing the largest economic development incentive transaction in Georgia history, more than \$1 billion, on behalf of a national real estate developer for a \$5 billion mixed-use project. Mr. Highsmith conceived, wrote, and lobbied for the passage of the enabling state statute, advocated during contested and heavily politicized proceedings before the Atlanta City Council, and appeared as lead developer counsel in judicial bond validation proceedings
- serving as lead litigation counsel to one of Georgia's largest hospital systems opposing efforts to subject the system to asymmetric and anticompetitive disclosure regulation
- leading the lobbying team that stopped state takeover of Hartsfield-Jackson Atlanta International Airport in 2018 and 2019
- leading the legal team negotiating with the State of Georgia on behalf of a Class 1 railroad for the lease of a major state-owned rail line
- successfully defending the awards of several multibillion-dollar Medicaid managed care contracts in multiple states to one of the nation's largest providers of government-sponsored healthcare programs
- successfully defending the innovative sales practices of a large manufacturer of electric vehicles against regulatory challenges by an association of auto dealers that involved both administrative and legislative resolution
- successfully defending the award of a multibillion-dollar state pharmacy benefit management contract to one of the nation's largest pharmacy benefit management companies
- successfully defending two large governmental authorities against alleged violations of government transparency laws
- several State Attorney General investigations
- serving as outside General Counsel to the Metropolitan Atlanta Rapid Transit Authority (MARTA) since February of 2016

- serving as a lead lobbyist for Georgia's largest Medicaid managed care organization, two global telecommunications conglomerates, a large national pharmacy benefits management company, the world's busiest airport measured by passenger traffic, and a large mass transit agency, among others

Mr. Highsmith served as an executive counsel to Sonny Perdue when Perdue was Georgia's governor. As Perdue's lead legislative lawyer, Mr. Highsmith drafted and lobbied for Perdue's legislative package each year. He also advised Perdue on the full gamut of executive legal matters, including the state budget process, government procurement, transportation funding, water resource planning, and redistricting litigation. Mr. Highsmith serves on Gov. Brian Kemp's Judicial Nominating Commission (JNC), which recommends judicial appointments statewide to the governor. He is the only member to have also served on the JNC under former Govs. Nathan Deal and Sonny Perdue.

Having also served as outside counsel for two Georgia governors and several other Georgia elected officials, Mr. Highsmith is among Georgia's foremost authorities on governmental ethics, open records and transparency, campaign finance, and election law. Mr. Highsmith formerly served on the State Ethics Commission, a quasi-judicial body with statewide jurisdiction over ethics issues involving public officials, lobbyists, and state vendors, as an appointee of former Gov. Roy Barnes.

Mr. Highsmith previously served as assistant general counsel to the Georgia Republican Party, chief of staff to the Republican Caucus of the Georgia House of Representatives, and policy director to the 1998 Republican nominee for governor of Georgia.

In fall 2012, Mr. Highsmith was appointed Lecturer in Yale College, traveling to New Haven, Connecticut, weekly to teach "Lobbying and the Law," a for-credit undergraduate seminar he designed.

At the University of Georgia, Mr. Highsmith's mock trial team won national first runner-up honors in the National Institute of Trial Advocacy's Tournament of Champions.

Honors & Awards

- One of Georgia's Most Influential Politically-Connected Attorneys, *James Magazine*, 2019
- *Atlanta Magazine*, Atlanta 500 Most Powerful Leaders: Professionals, 2019
- *The Best Lawyers in America* guide, Atlanta Government Relations Lawyer of the Year, 2016, 2018, 2020
- *The Best Lawyers in America* guide, Government Relations Practice, 2008-2020
- *The Legal 500 USA*, Government - Government Relations, 2016-2019
- Client Service All-Star, The BTI Consulting Group, Inc., 2017
- Martindale-Hubbell AV Preeminent Peer Review Rated

Memberships

- Governor's Judicial Nominating Commission, consisting of judges and lawyers who recommend judicial appointments statewide to the Governor, 2006-Present
- Federalist Society, Board of Advisors, Atlanta Lawyers Division
- Atlanta Housing Authority, Commissioner, 2017-Present
- Georgia Code Revision Commission (publisher of the Official Code of Georgia Annotated), 2012-2014

- Joseph Henry Lumpkin Inn of Court, Master
- Logan E. Bleckley Inn of Court, former Barrister
- Republican National Lawyers Association
- Energy Bar Association
- Lawyers Club of Atlanta
- State Bar of Georgia

Education

- University of Georgia School of Law, J.D.
- Yale College, B.A., English

Bar Admissions/Licenses

- Georgia

Court Admissions

- U.S. Court of Appeals for the Eleventh Circuit
- U.S. District Court for the Northern District of Georgia
- U.S. District Court for the Middle District of Georgia
- All State Courts in Georgia

Koko K. Lewis



Senior Public Affairs Advisor

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Practices

Public Policy & Regulation

Koko Lewis is a senior public affairs advisor in Holland & Knight's Atlanta office and a member of the firm's Public Policy & Regulation Group.

Ms. Lewis fashions regulatory and legislative solutions for clients at the state and local level in Georgia. She focuses primarily in the areas of healthcare, tax incentives and economic development, transportation, and political law and regulatory compliance. Ms. Lewis' successes on behalf of clients include:

- representing a private developer in contested and heavily politicized proceedings before the Georgia General Assembly and Atlanta City Council and in the successful judicial bond validation proceedings relating to the public financing component of a \$5 billion mixed-use development, the largest in Atlanta history
- lobbying on the team that stopped the state takeover of Hartsfield-Jackson Atlanta International Airport in 2018-2019, including preparation of all public testimony and legal research
- authoring and preparing testimony opposing legislation that would have subjected a major Georgia hospital system to asymmetric and anti-competitive disclosure regulation
- counseling a Fortune 500 company on compliance with Georgia's Ethics in Government Act
- heading the successful advocacy effort that in 2017 led to the Georgia General Assembly passing compensation reform legislation for state court judges in the metropolitan Atlanta area

Prior to joining Holland & Knight, Ms. Lewis served in the Georgia Senate Research Office and the office of immediate past President Pro Tempore and current Georgia Republican Party Chairman David Shafer. In these roles, she reported to Senate leadership on the impacts of federal court decisions on pending state legislation and provided updates on committee activity, as well as staffed meetings for the president pro tem and other members of leadership.

In addition, Ms. Lewis has been a trusted resource on various election campaigns. She previously assisted Sen. Shafer's campaign for Georgia lieutenant governor, in which she helped handle financial disclosures and regulatory compliance. She presently represents the majority caucus of the Georgia State Senate in compliance matters.

Ms. Lewis is a 2019 graduate of the Georgia State University College of Law and a member of the State Bar of Georgia.

Honors & Awards

- Rising Star, *JAMES* magazine - Top Lobbyist, 2019

Education

- Georgia State University College of Law, J.D.
- University of Georgia, B.A., History

Bar Admissions/Licenses

- Georgia

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Birmingham
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Birmingham, AL 35203

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Boston, MA 02116

Century City
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Los Angeles, CA 90071

Miami
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Miami, FL 33131

Nashville
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Nashville, TN 37219

Newport Beach
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Newport Beach, CA 92660

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Portland, OR 97204

Richmond
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San Francisco
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San Francisco, CA 94105

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Tampa, FL 33602

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Tysons, VA 22102

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Holland & Knight México, S.C.
Ricardo Margáin No. 335, Torre II, Piso 2
Col. Valle del Campestre
San Pedro Garza García, N.L.
66265, México

File Attachments for Item:

14. Authorization for Chairman to sign Eighth Amendment to Exclusive Contract for Solid Waste and Recycling Collection Services (staff-CM)

EIGHTH AMENDMENT TO EXCLUSIVE CONTRACT FOR SOLID WASTE AND RECYCLING COLLECTION SERVICES

THIS EIGHTH AMENDMENT (“Amendment”) is made and entered into as of the _____ day of _____, 2023, by and between Putnam County, Georgia, (the “County”), and Georgia Waste Systems, LLC, successor in interest to Advanced Disposal Services Middle Georgia, LLC (the “Contractor”). The County and the Contractor are hereinafter collectively referred to as the “Parties.”

WITNESSETH:

WHEREAS, on June 20, 2006, the Parties entered into that certain Exclusive Agreement for Services and Seven subsequent Amendments pertaining thereto (the “Agreement”);

WHEREAS, the Parties have mutually agreed to extend the Term of the Contract beginning January 1, 2023 through December 31, 2026; and

NOW THEREFORE, in consideration of the mutual premises contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto, each intending to be legally bound, do hereby agree to the terms of this Amendment as follows:

1. Accuracy of Recitals: The recitals set forth above are true and correct.
2. Compensation: Effective January 1, 2023, the rate to operate eleven (11) Solid Waste and Recycling Convenience Centers is **\$172,490.50** per month with a disposal fee of **\$52.50** per ton.
3. Term: The term of the Agreement shall be extended to and through December 31, 2026, provided, however, either party may terminate this Agreement for its convenience absolutely and without further obligation by giving the other party at least One Hundred and Twenty (120) days’ written notice each year before the annual Anniversary date of January 1.
4. Compensation Adjustment: Effective January 1, 2024, and each January 1 during the remainder of the term of this Agreement, Contractor’s compensation shall be increases by the increase, if any, of the Consumer Price Index (“CPI”). For purposes of the Agreement, CPI shall mean the Consumer Price Index for Water, Sewer, and Trash CPI, Not Seasonably Adjusted, All Areas, (WST CPI) (published by the Bureau of Labor Statistics, U.S. Dept. of Labor shall have increases or decreased during the most recently available preceding twelve-month period. In the event the U.S. Dept. of Labor, Bureau of Labor Statistics ceases to publish the C.P.I., the parties hereto agree to substitute another equally authoritative measure of change in the purchasing power of the U.S. dollar as may be then available so as to carry out the intent of this provision.

- 5. Modification of Agreement. Except as expressly set forth herein or as necessary to carry out the terms of this Amendment and the Agreement, no amendment of the terms of the Agreement is intended hereby and the Agreement and all its terms and conditions shall remain in full force and effect.

- 6. Entirety. This Eighth Amendment is hereby incorporated into the Agreement and together therewith they contain the entire Agreement between the parties as to the matters contained therein. Any oral representations or modifications concerning this Agreement shall be of no force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Fifth Amendment on the date evidenced on the first page hereof.

PUTNAM COUNTY

WITNESS:

By: _____
 Name: _____
 Title: _____

GEORGIA WASTE SYSTEMS, LLC

WITNESS:

By: _____
 Name: _____
 Title: _____
