

LOWNDES COUNTY BOARD OF COMMISSIONERS  
PROPOSED AGENDA  
WORK SESSION, MONDAY, JANUARY 27, 2025, 8:30 a.m.  
REGULAR SESSION, TUESDAY, JANUARY 28, 2025, 5:30 p.m.  
327 N. Ashley Street - 2nd Floor

1. **Call To Order**

2. **Invocation**

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

4. **Minutes For Approval**

- a. Work Session - January 13, 2025 & Regular Session - January 14, 2025

5. **Presentations**

- a. GFOA Distinguished Budget Presentation Award

Documents:

[GFOA DISTINGUISHED BUDGET PRESENTATION AWARD 2025.PDF](#)

6. **Appointments**

- a. Appointment To The Board Of Tax Assessors

Documents:

[APPOINTMENT TO THE BOARD OF TAX ASSESSORS -.PDF](#)

- b. Valdosta-Lowndes County Land Bank Authority

Documents:

[VALDOSTA-LOWNDES COUNTY LAND BANK AUTHORITY-..PDF](#)

7. **Public Hearing**

- a. Beer, Wine & Liquor License - Lisa Ash Of Lisa's Billiards And Sports Bar, 5129 Mill Store Road, Lake Park, Georgia

Documents:

[BEER, WINE AND LIQUOR LICENSE - LISA ASH OF LISA BILLIARDS AND SPORTS BAR, 5129 MILL STORE ROAD, LAKE PARK, GEORGIA.PDF](#)

8. **For Consideration**

- a. Special Assessment Rate For 2025

Documents:

[SPECIAL ASSESSMENT RATE FOR 2025.PDF](#)

- b. Approval Of Elected Officials Using County Issued Purchase Cards And Credit Cards

Documents:

[APPROVAL OF ELECTED OFFICIALS USING COUNTY ISSUED PURCHASE CARDS AND CREDIT CARDS.PDF](#)

- c. Approval Of The Solicitor General's FY2025 VAWA Continuance Grant Application

Documents:

[APPROVAL OF THE SOLICITOR GENERAL FY2025 VAWA CONTINUANCE GRANT APPLICATION.PDF](#)

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

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: GFOA Distinguished Budget Presentation Award

DATE OF MEETING: January 28, 2025

Work  
Session/Regular  
Session

BUDGET IMPACT:

FUNDING SOURCE:

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

COUNTY ACTION REQUESTED ON:

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HISTORY, FACTS AND ISSUES: The Government Finance Officers Association (GFOA) of the United States and Canada is pleased to announce that Lowndes County has received GFOA's Distinguished Budget Presentation Award for its Fiscal Year 2025 Budget. The award represents a significant achievement and reflects a commitment to meeting the highest recognized guidelines for effective budget presentation. These guidelines assess how well an entity's budget serves as a policy document, a financial plan, an operations guide and a communications device. Budgets must be rated proficient or higher in all four categories and in fourteen mandatory criteria within those categories to receive the award. There are over 1,700 participants in the award program throughout the United States and Canada. Lowndes County has received this award for nineteen consecutive years.

OPTIONS:

RECOMMENDED ACTION:

DEPARTMENT: Finance

DEPARTMENT HEAD: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Appointment to the Board of Tax Assessors

DATE OF MEETING: January 28, 2025

Work  
Session/Regular  
Session

BUDGET IMPACT:

FUNDING SOURCE:

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

COUNTY ACTION REQUESTED ON: Appointment to Board of Tax Assessors

HISTORY, FACTS AND ISSUES: The initial four-year term of Gretchen Quarterman on the Board of Tax Assessors ended December 31, 2024. Georgia statute provides a vacancy on a board of tax assessors shall be immediately filled by appointment of the county governing authority. Per Georgia statute and Resolution of the Board of Commissioners, the appointment or reappointment of a successor to Mrs. Quarterman shall be for the remainder of a three-year term ending December 31, 2027. Mrs. Quarterman has expressed an interest in being reappointed and Mr. James Michael Tanner has also expressed an interest in being appointed to the Board of Tax Assessors.

OPTIONS: 1. Make an appointment or reappointment and approve completion and execution of attached Order  
2. Redirect

RECOMMENDED ACTION: Option 1

DEPARTMENT: County Manager

DEPARTMENT HEAD: Paige Dukes

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Valdosta-Lowndes County Land Bank Authority

DATE OF MEETING: January 28, 2025

Work  
Session/Regular  
Session

BUDGET IMPACT:

FUNDING SOURCE:

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

COUNTY ACTION REQUESTED ON: Appointing/reappointing a Member

HISTORY, FACTS AND ISSUES: The term of Commissioner Joyce Evans will expire January 31, 2025. Commissioner Evans has expressed an interest in continuing to serve.

OPTIONS: 1. Appoint or reappoint a member.  
2. Board's Pleasure

RECOMMENDED ACTION: Board's Pleasure

DEPARTMENT: County Manager

DEPARTMENT HEAD: Paige Dukes

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Beer, Wine & Liquor License - Lisa Ash of Lisa's Billiards and Sports Bar, 5129 Mill Store Road, Lake Park, Georgia

DATE OF MEETING: January 28, 2025

Work  
Session/Regular  
Session

BUDGET IMPACT:

FUNDING SOURCE:

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

COUNTY ACTION REQUESTED ON: Beer, Wine & Liquor License - Lisa Ash of Lisa's Billiards and Sports Bar, 5129 Mill Store Road, Lake Park, Georgia

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HISTORY, FACTS AND ISSUES: Lisa Ash of Lisa's Billiards and Sports Bar, 5129 Mill Store Road, Lake Park, Georgia is requesting a license for the sale of beer, wine and liquor for consumption on premises. This is due to a change in ownership. The ordinance and guidelines for approval of the license have been met and upon approval by the Board, the license shall be granted.

OPTIONS: 1. Approval of the Beer, Wine & Liquor License  
2. Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Finance

DEPARTMENT HEAD: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Special Assessment Rate for 2025

DATE OF MEETING: January 28, 2025

Work  
Session/Regular  
Session

BUDGET IMPACT:

FUNDING SOURCE:

COUNTY ACTION REQUESTED ON: Special Assessment Rate for 2025

HISTORY, FACTS AND ISSUES: The Board of Commissioners is required to set the interest rate for any special assessments at the beginning of each calendar year. This rate is for any paving or utility assessments that are not paid off within the initial 90-day phase. Unpaid assessments revert to installment agreements which are to be paid off over a period of up to ten years. The rate is based on the current prime rate, plus two percent. The prime rate is the interest rate charged by banks when they lend money to other banks or to their "prime" customers. Most American banks and credit unions use this index as the foundation for their loan products. The current prime rate is 7.5%; therefore, the rate for special assessments should be set at 9.5%. The prime rate was 8.5% in 2024, 9.5% in 2023 and 5.25% in 2022.

OPTIONS: 1. Adopt the Special Assessment Rate of 9.5% for 2025.  
2. Board's Pleasure

RECOMMENDED ACTION: Adopt

DEPARTMENT: Finance

DEPARTMENT HEAD: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Approval of Elected Officials Using County Issued Purchase  
Cards and Credit Cards

DATE OF MEETING: January 28, 2025

Work  
Session/Regular  
Session

BUDGET IMPACT:

FUNDING SOURCE:

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

COUNTY ACTION REQUESTED ON: Approval of Elected Officials Using County Issued  
Purchase Cards and Credit Cards

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HISTORY, FACTS AND ISSUES: During the 2015 legislative session, the General Assembly passed HB 192 which changed the requirements for county issued purchasing cards and credit cards used by elected officials. In February 2016, the County adopted an ordinance outlining the card program as required by the statute. Additionally, each elected official using a card is required to be approved in an open meeting after signing the credit card user agreement. Staff has received requests from Clay Guess, Tax Commissioner and H. Burke Sherwood, Probate Judge for county issued purchasing cards. Both elected officials have signed the required agreement.

OPTIONS: 1. Board's Pleasure

RECOMMENDED ACTION: Board's Pleasure

DEPARTMENT: Finance

DEPARTMENT HEAD: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:



LOWNDES COUNTY BOARD OF COMMISSIONERS  
COMMISSION AGENDA ITEM

SUBJECT: Approval of the Solicitor General's FY2025 VAWA  
Continuance Grant Application

DATE OF MEETING: January 28, 2025

Work  
Session/Regular  
Session

BUDGET IMPACT: \$105,483.00

FUNDING SOURCE:

- Annual - \$26,371 Cash Match
- CJCC Funding - \$79,112
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Approval of the Solicitor General's FY2025 VAWA  
Continuance Grant Application

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HISTORY, FACTS AND ISSUES: The Solicitor-General's Office has been a recipient of the VAWA (Violence Against Women Act) Grant since 2018. This grant funds budgeted costs associated with a specialized prosecutor to handle Family Violence and Violence Against Women Crimes. The funding request for the FY2025 year is considered continuation funding which results in the funding amounts being the same as the original amount awarded during the competitive application process. Therefore, the Solicitor-General's Office is submitting a request for federal funding in the amount of \$79,112.00. In addition to the federal funds, Lowndes County would be responsible for \$26,371.00 in matching funds. The continuation grant award period is January 1, 2025-December 31, 2025. Submission of this grant application is due by January 30, 2025. The Solicitor-General's Office requests the board's approval to submit the VAWA Continuation Grant Application for FY2025.

OPTIONS: 1. Approval of the Solicitor General's FY2025 VAWA Continuance Grant Application  
2. Board's Pleasure

RECOMMENDED ACTION: Option 1

DEPARTMENT: Solicitor-General

DEPARTMENT HEAD: Justo C. Cabral, III

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS: