

**CITY OF PINE LAKE
MAY 29, 2018 AGENDA
7:00 PM**

Call to order

Pledge of Allegiance

Announcements/Communication

Adoption of Agenda

Public Comments

CONSENT AGENDA

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| All matters listed under this item are routine or have been previously discussed by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. |
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- Approval of meeting minutes from 05/14/18

OLD BUSINESS

- Summer Use of Public Spaces – Expanded Park/Beach Rules for Website
- Summer Use of Public Spaces – Changes to Rental Policy
- Summer Use of Public Spaces – Policy for 4th of July

NEW BUSINESS

- Resolution extending the Service Delivery Strategy
- Beach Opening for 2019

Communication Plan

Public Comments

Mayor's Comments

Council Comment

Adjournment

**CITY OF PINE LAKE
CITY COUNCIL MEETING MINUTES
MAY 14, 2018 @ 7:00 PM**

Call to order

Mayor Hammet called the meeting to order at 7:01 pm. Also present were Council members Jean Bordeaux, Kris Casariego, Brandy Hall, Megan Pulsts and August Woods. Staff present was Chief Sarai Y'Hudah-Green. City Administrator Valerie Caldwell was not present. Also present was Laurel Henderson, City Attorney.

Pledge of Allegiance was led by Hammet.

Announcements/Communication

Hammet

- Announced that that the city was a Certified City of Ethics and the emblem was voted by Mayor and Council to be posted in the back of the room in the courthouse for direct viewing.
- Announced that the Book Booths project was moving forward and that each weight 1,650 pounds. The group of individuals working on this project are Irene Turner (SEED), Brandy Beavers (MAP) and Sara Carlson.
- Announced that Stewards of Environmental Education & Design (S.E.E.D) will hold their first meeting on Thursday May 17th.
- Communicated that she met on Friday, May 11th with David Burt. The topic of discussion was economic development planning on Rockbridge Road.

Woods

- Communicated that the first 2nd Saturday Food Truck and Makers Market was a success with 14 vendors and good attendance.

Casariego

- Announced that a plan will be developed for internal communications and that work is in the process of obtaining emails from residents that wish to share for the city's social media.

Pulsts

- Announced that the Public Space Work Group continues to meet and that the May meeting was cancelled and tabled until further notice.

Adoption of Agenda

The agenda was amendment by Casariego adding Public Works @ Public Works Update to New Business and Hammet adding the status on the meeting with David Burt update to new business. Pulsts motioned to adopt the amended agenda, and second by Casariego. 5-0

Public Comments

Youth resident Zad Trotter, 647 Olive Road and several youths of the city commented about the beach/lake opening. He asked Council about the opening of the beach and he stated that he and a group of youth were put out of the beach over the weekend and that they were informed that the beach was open. Hammet addressed issues for getting the beach ready for opening. Hammet apologized and thanked them for attending the meeting.

CONSENT AGENDA

- Approval of meeting minutes from 04/24/18

Pulsts motioned to adopt the agenda, and seconded by Woods. 5-0

OLD BUSINESS

- Resolution designating Pine Lake as a Bee City: **RESOLUTION # R-07-2018**

Hall provided an explanation of the designation for the youth attending tonight's meeting. Pulsts motioned to approve the resolution, seconded by Hall. 5-0

- Summer Use of Public Spaces

There was a brief discussion with no action taken.

- Policy for 4th of July

Pulsts stated that the work group is currently working on a policy.

- Adoption of 2018 Beach Rules

There was discussion of a soft opening which is before Memorial Day, the official opening day of the beach. The revised Beach Rules were adopted for 2018.

- Public Works @ Public Works Update

Casariago stated that the Grand Opening will be a fundraiser for MAP on June 16th from 7:00-10:00 pm and that the public is invited. She also gave an overview of the budget for the opening.

- Meeting with David Burt

Hammet gave an update for economic goals in the commercial district. No action was taken on this item.

NEW BUSINESS

- Katherine Moore, Georgia Conservancy

Moore provided information the conservancy and how it could help the city. The city will move forward utilizing her services.

- Approval of Intergovernmental Agreement for the Distribution of Homestead Option Sales Tax (HOST) Proceeds and Equalized Homestead Option Sales Tax (EHOST) Proceeds

Henderson provided an overview of the agreement. Hall motioned to approve, seconded by Hall. 5-0.

- Review of Project List

Bordeaux gave a brief overview on some of the items. She stated that annexation was huge and has a deadline. A retreat was suggested for working on prioritizing the list.

Staff Reports:

- Public Safety
 - ✓ Chief Green reported that the City of McDonough donated three vehicles and equipment in the cars to the fleet.
 - ✓ The monthly training was on CPR and at least two trainings are open to the community.
 - ✓ Code Enforcement has been busy enforcing the new builds and silt fencing is on task.
 - ✓ Green congratulated Officer Michael Segó for his rapid response in the lifesaving effort of a female whom was lying face down in the lake. He pulled her out of the water and revived her.

The Mayor commented that resident Mindy Haydar was in training at Georgia State University for sign language and works with the deaf community. She asked Chief Green to provide a training session for the deaf in the city. Segó whose wife is deaf will spearhead the training.

- Public Works

Raoul Martinez, Pubic Safety Supervisor provided the report. See attachment.

- City Attorney
 - ✓ Henderson recommended that the city stay engaged with David Burt for community development.
 - ✓ Talked about the bill that Governor Deal just signed establishing the City of Eagles Landing that separated from the City of Stockbridge and for the city to stay vigilant as it relates to the proposed City of Brookhaven.
 - ✓ Henderson commented that Pine Lake was a dynamic functioning city and to take every chance for positive publicity and that the Mayor and Council cares about the city.

Public Comments

Zad Trotter, 647 Olive Road and several youth residents inquired again of the beach opening. Council stated that the beach was open now beginning at dawn.

Stephanie Weeks, 534 Pine Drive recommended the city working with businesses and community engagement. She also thanked Mayor and Council for the work that they do for the city and suggested having a consistent date for the beach/lake opening. She also commented on having fires on the beach and that there should be a permitting process in place.

Mayor’s Comments

The beach/lake is officially now open.

Council Comment

There were not any council comments.

Adjournment -Pulsts motioned to adjourn, seconded by Bordeaux at 9:06.

Missye Varner, Administrative Assistant

PINE LAKE PARK AND BEACH RULES

Welcome to Pine Lake, please enjoy our beautiful park, including the lake, surrounding wetlands, the beach and playground and all other public trails and spaces in Pine Lake. Please keep them safe, clean and civil by following these simple rules.

Please Note: *Anyone not following these rules may be asked to leave the park. In some cases, a citation may also be issued, with a fine to be paid.*

HOURS OF OPERATION

- The Lake and all park areas (playground, Western Wetlands, Eastern Green Space, and all trails surrounding the lake) close at dusk and re-open at dawn.
- The Beach is open for swimming from Memorial Day to Labor Day each year.

KEEP IT SAFE

- **Swim at your own risk. There is no lifeguard on duty.**
- Children under the age of 12 must be accompanied by an adult, while in the park.
- Children under the age of 7 must be closely supervised by an adult at all times, especially while in the water.
- Swim diapers are required for infants and toddlers who go into the water.
- Swimming is allowed only within the roped area. Adults (over age 18) may obtain a waiver to swim outside the ropes (submit at city hall).
- Smoking is NOT permitted in the park.
- No fires or grilling anywhere in the park unless specifically approved by the City.
- Water quality is periodically tested between Memorial Day and Labor Day. Test results are posted on the community bulletin boards. Swimmers are responsible for monitoring posted water conditions and making their own determinations about water safety.

KEEP IT CLEAN

- Please do not litter. Trash cans provided for your convenience
- Restroom facilities at the Beach House are not available to beach users. A portable toilet is available at the beach from Memorial Day to Labor Day.
- Pets are not allowed in the lake or on the beach.
- Pets must always be on leash within the city limits.
- Pet owners are required to pick up pet waste and dispose of it properly.
- No glass containers allowed anywhere in the park.

KEEP IT CIVIL

- Alcoholic beverage consumption and public drunkenness are not allowed at the park or beach; violators are subject to arrest and prosecution.
- No recorded or amplified music
- No profanity or aggressive behavior.

PROTECT OUR ECOSYSTEM

- Stay on the paths around the lake and in the wetlands. Do not enter the water except at designated areas.
- Do not disturb the turtles or other wildlife in any way.
- Fishing is allowed. Persons 16 years and older must have a valid state fishing license (available online). "Catch-and-release" is strongly encouraged.
- Please do not feed the geese, ducks, and other birds, it is not healthy to their digestive system, interrupts their migration pattern, and pollutes our lake.

Missye Varner

From: Kris Morlan Casariego <kcasariego17@gmail.com>
Sent: Thursday, May 24, 2018 10:03 AM
To: Jean Bordeaux
Cc: Megan Pulsts; Kris Casariego; Melanie Hammet; Missye Varner; Valerie Caldwell
Subject: Re: Items for agenda 5/29 Council meeting

Thanks Jean - FYI, I will be out of town for the 5/29 meeting. I do not have anything for social media policy.

We are hoping to have some recommendations for updates to rental policies.

Here is our proposed plan for Fourth of July -

- Create a designated, roped off area for setting off fireworks on the beach
- Allow fireworks to be set off from 9 - 10 pm.
- Designate 1 or 2 official firework setter-offers to handle all fireworks. Individuals can set off their own fireworks in the roped off area if they sign a "rules" document that explains why we are limiting fireworks (safety; environmental protection) and stating that they will use extreme caution. NOTE: this is meant to be more of a checkpoint for folks rather than a "waiver" .
- We could have a bonfire or fire in a barrel that is permitted and monitored.
- We should have at least one officer available during the firework time period.
- We will try to have a medical professional on site - preferably volunteering his or her time.
- We can pre-arrange clean up both that evening and the following morning.
- We can communicate the plan via posters on the bulletin boards, by email & Facebook and on the sandwich board. We can include a preferred list of environmentally-friendly fireworks and potentially size/power limits to fireworks accepted (if possible)
- We will need a team of volunteers, 5-10 people.
- **Action:** Kris will research environmentally-friendly fireworks and size/power limits to fireworks
Action: Dave will talk to Bridget about volunteering time

On Thu, May 24, 2018 at 9:03 AM, Jean Bordeaux <jeanbordeaux@pinelakega.com> wrote:

Megan and Kris,

Putting together the agenda for 5/29 meeting. Will you have a proposal for Public Spaces? What about 4th of July / fireworks policy? When can you get something to Missye for the packet? I can incorporate anything you want to add or change to the set of rules that I sent if you want to send me your changes, or if you want to change the document, just be sure I get a copy back in Word to put on the website.

Kris,

Do you have something started on the Social Media policy? If you send me what you have I can help move it along.

RESOLUTION # R-08-2018

**A RESOLUTION TO RENEW THE SERVICE DELIVERY STRATEGY
FOR DEKALB COUNTY, GEORGIA, AND FOR OTHER PURPOSES.**

WHEREAS, O.C.G.A. § 36-70-1 *et seq.* requires counties and municipalities to adopt a local government service delivery strategy; and

WHEREAS, DeKalb County has worked with the Cities of Atlanta, Avondale Estates, Brookhaven, Chamblee, Doraville, Decatur, Dunwoody, Lithonia, Clarkston, Stone Mountain, Pine Lake, Tucker, and Stonecrest (the “Cities) to develop and revise a service delivery strategy; and

WHEREAS, O.C.G.A. § 36-70-25(b) provides that approval of a service delivery strategy shall be accomplished by adoption of a resolution:

- (1) By the DeKalb County governing authority;
- (2) By the governing authority of municipalities within DeKalb County which have a population of 9,000 or greater within the county;
- (3) By the municipality which serves as the DeKalb County site if not included in paragraph (2) of this subsection; and
- (4) By no less than 50% of the remaining municipalities within DeKalb County which contain at least 500 persons within the county if not included in paragraph (2) or (3) of this subsection; and

WHEREAS, a local government service delivery strategy between DeKalb County and the Cities was approved by DeKalb County on August 24, 1999 and renewed on October 25, 2005, October 24, 2006, August 28, 2007, October 23, 2007, October 31, 2008, April 30, 2009, October 31, 2009, April 27, 2010, December 14, 2010, and December 9, 2014, December 1, 2016; and

WHEREAS, DeKalb County and the Cities have reviewed and revised the previously adopted service delivery strategy and now seek to adopt the service delivery strategy attached

hereto; and

WHEREAS, if a service delivery strategy is not adopted prior to expiration of the current strategy, which occurs on or about June 29, 2018, DeKalb County and the Cities will become ineligible for state administered financial assistance, grants, loans, or permits until the first day of the month following verification of the updated strategy, pursuant to the terms of O.C.G.A. § 36-70-27;

NOW, THEREFORE, BE IT RESOLVED, by the governing authority of DeKalb County, and it is hereby resolved by authority of the same, that DeKalb County adopts as its service delivery strategy the documents attached hereto and entitled as the “Service Delivery Strategy for DeKalb County.” Such strategy shall remain in force and effect until October 31, 2026. The Chief Executive Officer is authorized to execute all necessary documents so long as they substantially comply with this resolution.

BE IT FURTHER RESOLVED that any and all resolutions or any part thereof in conflict with this resolution are hereby repealed. This resolution shall be effective immediately upon its adoption.

ADOPTED by the Mayor and Council of the City of Pine Lake, this ____ day of _____, 2016.

JEAN BORDEAUX
Mayor Pro-Tem, City of Pine Lake, Georgia

ATTEST:

VALERIE CALDWELL
City Clerk
City of Pine Lake, Georgia



SERVICE DELIVERY STRATEGY
FORM 4: Certifications

Instructions:

This form must, at a minimum, be signed by an authorized representative of the following governments: 1) the county; 2) the city serving as the county seat; 3) all cities having a 2000 population of over 9,000 residing within the county; and 4) no less than 50% of all other cities with a 2000 population of between 500 and 9,000 residing within the county. Cities with a 2000 population below 500 and local authorities providing services under the strategy are not required to sign this form, but are encouraged to do so.

COUNTY: DEKALB

We, the undersigned authorized representatives of the jurisdictions listed below, certify that:

1. We have executed agreements for implementation of our service delivery strategy and the attached forms provide an accurate depiction of our agreed upon strategy (O.C.G.A 36-70-21);
2. Our service delivery strategy promotes the delivery of local government services in the most efficient, effective, and responsive manner (O.C.G.A. 36-70-24 (1));
3. Our service delivery strategy provides that water or sewer fees charged to customers located outside the geographic boundaries of a service provider are reasonable and are not arbitrarily higher than the fees charged to customers located within the geographic boundaries of the service provider (O.C.G.A. 36-70-24 (2)); and
4. Our service delivery strategy ensures that the cost of any services the county government provides (including those jointly funded by the county and one or more municipalities) primarily for the benefit of the unincorporated area of the county are borne by the unincorporated area residents, individuals, and property owners who receive such service (O.C.G.A. 36-70-24 (3)).

| JURISDICTION | TITLE | NAME | SIGNATURE | DATE |
|---------------------------|-------|-------------------|-----------|------|
| <u>DEKALB COUNTY</u> | CEO | Michael Thurmond | | |
| <u>CITY OF ATLANTA</u> | Mayor | K. Lance Bottoms | | |
| <u>AVONDALE ESTATES</u> | Mayor | Jonathan Elmore | | |
| <u>CITY OF BROOKHAVEN</u> | Mayor | John Ernst | | |
| <u>CITY OF CHAMBLEE</u> | Mayor | R. Eric Clarkson | | |
| <u>CITY CLARKSTON</u> | Mayor | Ted Terry | | |
| <u>CITY OF DECATUR</u> | Mayor | Patti Garrett | | |
| <u>CITY OF DORAVILLE</u> | Mayor | Donna Pittman | | |
| <u>CITY OF DUNWOODY</u> | Mayor | Denis L. Shortal | | |
| <u>CITY OF LITHONIA</u> | Mayor | Deborah A Jackson | | |
| <u>CITY OF PINE LAKE</u> | Mayor | Melanie Hammet | | |
| <u>STONE MOUNTAIN</u> | Mayor | Patricia Wheeler | | |

CITY OF TUCKER

Mayor

Frank Auman

CITY OF STONECREST

Mayor

Jason Lary

DeKalb County Service Delivery Strategy 2018

Summary of Services in DeKalb County Cities

| | Atlanta | Avondale Estates | Brookhaven | Chamblee | Clarkston | Decatur | Doraville | Dunwoody | Lithonia | Pine Lake | Stone Mountain | Tucker | Stonecrest | DeKalb County |
|--|----------------|---|-------------------|-----------------|------------------|----------------|------------------|-----------------|-----------------|------------------|-----------------------|---------------|-------------------|----------------------|
| Trade Permits | D | D | D | D | D | D | D | D | D | D | D | D | D | D |
| Certificate of Occupancy | D | D | D | D | D | D | D | D | D | D | D | D | D | D |
| Planning & Related | Atlanta | Avondale Estates | Brookhaven | Chamblee | Clarkston | Decatur | Doraville | Dunwoody | Lithonia | Pine Lake | Stone Mountain | Tucker | Stonecrest | DeKalb County |
| Planning / Zoning | D | D | D | D | D | D | D | D | D | D | D | D | D | D |
| Business & Alcohol License | D | D | D | D | D | D | D | D | D | D | D | D | D | D |
| Community Development - CDBG | D | D | DC | DC | DC | DC | DC | N/A | DC | N/A | DC | DC | DC | D |
| Economic Development | D | D | D | D | D | D/A | D | D | D | N/A | D | A | D | A |
| Code Enforcement/Beautification | D | D | D | D | D | D | D | D | D | N/A | D | D | D | D |
| Public Housing | A | N/A | N/A | N/A | A | A | A | A | A | N/A | A | N/A | N/A | A |
| Public Works | Atlanta | Avondale Estates | Brookhaven | Chamblee | Clarkston | Decatur | Doraville | Dunwoody | Lithonia | Pine Lake | Stone Mountain | Tucker | Stonecrest | DeKalb County |
| Water Treatment / Water Distribution | DC | These services are provided by DeKalb County as an enterprise fund paid for by users fees. There is no fee differential between customers living in incorporated cities and unincorporated DeKalb County. | | | | | | | | | | | | D |
| Wastewater Collection & Treatment | DC | | | | | | | | | | | | | D |
| Sanitation | Atlanta | Avondale Estates | Brookhaven | Chamblee | Clarkston | Decatur | Doraville | Dunwoody | Lithonia | Pine Lake | Stone Mountain | Tucker | Stonecrest | DeKalb County |
| Refuse Collection | D | D | DC | D | D | D | D | DC | DC | D | D | DC | DC | D |
| Landfill | DC | DC | DC | DC | DC | DC | DC | DC | DC | DC | DC | DC | DC | D |
| Recycling Programs | D | D | DC | D | D | D | D | DC | D/DC | D | D | DC | DC | D |
| Roads & Drainage | Atlanta | Avondale Estates | Brookhaven | Chamblee | Clarkston | Decatur | Doraville | Dunwoody | Lithonia | Pine Lake | Stone Mountain | Tucker | Stonecrest | DeKalb County |
| Street Construction | D | D | D | D | D | D | D | D | D | D | D | D/DC | DC | D |
| Street Maintenance | D | D | D | D | D | D | D | D | D | D | D | DC | DC | D |
| Street Cleaning | D | D | D | D | D | D | D | D | D | D | D | DC | DC | D |
| Traffic Signaling | D | DC | D | D | D | DC | DC | D | DC | DC | DC | DC | DC | D |
| Street Signage | D | D | D | D | D | D | D | D | D | D | D | DC | DC | D |
| Storm Water | D | D | D | D | D | D | D | D | D | D | D | DC | DC | D |
| Cemetery | D | D | D | D | D | D | D | D | D | D | D | DC | DC | D |
| Transportation | Atlanta | Avondale Estates | Brookhaven | Chamblee | Clarkston | Decatur | Doraville | Dunwoody | Lithonia | Pine Lake | Stone Mountain | Tucker | Stonecrest | DeKalb County |
| Development Permit Reviews | D | D | D | D | D | D | D | D | D | D | D | D | D | D |
| Utility Encroachment Permitting | D | D | D | D | DC | D | D | D | DC | DC | D | DC | DC | D |
| Transportation Planning | D | D | D | D | D | D | D | D | D | D | D | DC | DC | D |
| Traffic Calming Program | D | D | D | D | D | D | D | D | DC | DC | DC | DC | DC | D |
| TC - Design and Petition ONLY! | D | D | D | D | D | D | DC | D | DC | D | D | DC | DC | D |
| Airport | D | DC | DC | DC | DC | DC | DC | DC | DC | DC | DC | DC | DC | D |
| Leisure Services | Atlanta | Avondale Estates | Brookhaven | Chamblee | Clarkston | Decatur | Doraville | Dunwoody | Lithonia | Pine Lake | Stone Mountain | Tucker | Stonecrest | DeKalb County |
| Parks | D | D | D | D | D | D | D | D | D/DC | D | D | D | DC | D |
| Recreation Programs | D | D | D | D | D | D | D | D | DC | D | D | D | DC | D |
| Libraries | DC | DC | DC | DC | DC | DC | D/DC | DC | DC | DC | DC | DC | DC | D |
| Health and Social Services | Atlanta | Avondale Estates | Brookhaven | Chamblee | Clarkston | Decatur | Doraville | Dunwoody | Lithonia | Pine Lake | Stone Mountain | Tucker | Stonecrest | DeKalb County |
| Physical Health / Environmental Health | N/A | These services are provided by DeKalb County and paid for by general funds. There is no fee differential between customers living in incorporated cities and unincorporated DeKalb County. | | | | | | | | | | | | D |
| Hospital | N/A | | | | | | | | | | | | | D |
| Mental Health / Substance Abuse | N/A | | | | | | | | | | | | | D |
| Welfare | N/A | | | | | | | | | | | | | D |
| Senior Services | N/A | | | | | | | | | | | | | D |

- D: Direct (Jurisdiction provides its own service)
- DC: DeKalb County (The County is the sole provider of service)
- A: Authority



Service Categories / Cities (Groups of like services)



Sub-Categories / Cities (More detailed services that require additional grouping)