

**CITY OF PINE LAKE, GEORGIA
REGULAR SESSION AGENDA
COUNCIL CHAMBERS
May 9, 2023 @ 7:00PM
459 PINE DRIVE, PINE LAKE, GA 30072**

NOTE: All attendees are reminded to silence cellular phones and other devices that may cause interruption of the session proceedings.

Call to Order

Announcements/Communication

Adoption of Agenda of the Day

Adoption of the Minutes

- Regular Meeting – April 25, 2023

Public Comments – 3 minutes each please

Old Business

New Business

1. Facility Use Agreement for Polling Precincts between the City of Pine Lake and DeKalb County Board of Registration and Elections
2. MAPMakers Grant Approval
3. Intent to continue as a participating municipality in the DeKalb County 2024-2026 CDBG and HOME Cooperation Agreement
4. City Sign at Rockbridge and Spring

REPORTS AND OTHER BUSINESS

Public Comments – 3 minutes each please

Staff Reports

Administration
Public Safety
Public Works

Reports/Comments

Mayor
City Council

Information for “The Pine Lake News” eblast.

Adjournment

**MAYOR
MELANIE HAMMET**

COUNCIL MEMBERS

Jean Bordeaux, Mayor pro tem
Tracey Brantley
Nivea Castro
Brandy Hall
Augusta Woods

ADMINISTRATIVE STAFF

ChaQuias Miller-Thornton
City Manager

Sarai Y’Hudah-Green
Chief of Police

Missye Varner
Administrative Coordinator

Susan Moore
City Attorney

CITY OF PINE LAKE
425 ALLGOOD ROAD
P.O. BOX 1325
PINE LAKE, GA 30072

404-999-4901

www.pinelakega.net

**CITY OF PINE LAKE
COUNCIL MEETING MINUTES
APRIL 25, 2023 at 7:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA**

NOTE: All attendees are reminded to silence cellular phones and other devices that may cause interruption of the session proceedings.

Call to Order Mayor Melanie Hammet called the meeting to order at 7:00pm. Present: Mayor Melanie Hammet, Mayor pro tem Jean Bordeaux and Council members Brandy Hall, Augusta Woods, Tracey Brantley and Nivea Castro. City Manager ChaQuias Miller-Thornton, Chief of Police Sarai Y’Hudah-Green, and Administrative Coordinator Missye Varner were also present. City Attorney Susan Moore was not present.

Announcements/Communication

Mayor Hammet:

- Welcomed everyone to the meeting and commented on the new seating configuration at the dais and welcomed City Manager Miller-Thornton to the new seating arrangement.
- Congratulated City Manager Miller-Thornton for successfully completing the requirements of the Georgia Municipal Association Human Resources Administration Certificate Program on April 5, 2023.
- Attended Commissioner Steve Bradshaw’s Quarterly Breakfast for Central DeKalb County. During the breakfast, Public Safety Chief of Police Mirtha Ramos provided a report advising that traffic fatalities are up 30%. Chief Ramos stated that the fatalities are due to aggressive and reckless driving and recommends taking time while driving and not to totally depend on GPS. Chief Ramos said to think about the officers that have to deliver the bad news to loved ones of fatal accidents.
- Pointed out the new agenda format that was created by City Manager Miller-Thornton. Mayor Hammet stated that while she has been visiting surrounding city council meetings she noticed that other cities have agendas with graphics and similar layouts. The new agenda layout is similar to the layout for the City of Lithonia.

Adoption of Agenda of the Day

Council Member Woods motioned to adopt the agenda, seconded by Council Member Castro, the adoption of the agenda passed unanimously.

Adoption of the Minutes

- Regular Meeting – April 11, 2023

Council Member Brantley motioned to adopt the agenda, seconded by Mayor pro tem Bordeaux, the adoption of the agenda passed unanimously.

Public Comments – 3 minutes each please

There were not any public comments.

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COUNCIL MEETING MINUTES
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Old Business

There was not any Old Business.

New Business

1. Swearing in of Police Department Reserve Officers

Police Chief Y'Hudah-Green introduced three new Public Safety Officers to the Council. Mayor Hammet then administered the oath of office for Reserve Officers Charles Ings, Michael Taylor and Adelle Gaskin.

2. Council's Confirmation of Stephanie Kohler's Appointment to the Municipal Arts Panel
– Mayor Melanie Hammet

Council Member Brantley motioned to appoint Stephanie Kohler to the Municipal Arts Panel; seconded by Council Member Woods, the appointment passed unanimously.

3. Alcohol Privilege License Application – Mangos Caribbean Restaurant, 4634
Rockbridge Road, Pine Lake, GA – Matthew Nelson, applicant and owner

Council Member Hall motioned the approval of Alcohol Privilege License Application – Mangos Caribbean Restaurant; seconded by Council Member Castro, the approval of the of Alcohol Privilege License Application – Mangos Caribbean Restaurant passed unanimously.

4. Update and Request for Funding – Juneteenth 2023 – Mayor pro tem Jean Bordeaux
and Councilmember Augusta Woods, presenters

Council Member Hall motioned to approve for the City to fund \$300.00 towards expenses for the Juneteenth 2023 event; seconded by Council Woods, the approval passed unanimously.

5. Public Finance Leadership Academy – Support for City Manager Thornton's Program
Application – Program Tuition/Exp - \$3,090

Council Member Hall motioned to approve the Public Finance Leadership Academy – Support for City Manager Thornton's Program Application – Program Tuition/Exp - \$3,090; seconded by Mayor pro tem Bordeaux, the approval for the Public Finance Leadership Academy – Support for City Manager Thornton's Program Application – Program Tuition/Exp - \$3.090 passed unanimously.

6. Resolution R-10-2023 – FY2023 Budget Amendment

Council Member Woods motioned to approve Resolution R-10-2023 – FY2023 Budget Amendment; seconded by Council Member Hall, Resolution R-10-2023 – FY2023 Budget Amendment passed unanimously.

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REPORTS AND OTHER BUSINESS

Public Comments – 3 minutes each please

Thomas Torrent, 4538 Orchid Drive commented about a personal attack incident (verbal) that happened to him at the lake recently. Mr. Torrent also announced his intention to host the 2nd Annual Pride Event of Pine Lake and that additional details will be forthcoming.

Shirley Kinsey, 579 Spruce Drive commented that, in her opinion, balancing the city budget is more complex than balancing the state budget due to limited resources. Ms. Kinsey also stated that the city was very fortunate to have City Manager Miller-Thornton. She commended City Manager Miller-Thornton for being eager to gain additional knowledge and experience. Resident Kinsey said that the tuition for the Public Finance Leadership Academy is an investment into the future of city. Ms. Kinsey also thanked City Manager Miller-Thornton for the work that she has done for the city and hopes that she stays with the city for many years to come.

Staff Reports

Administration
Public Works

City Manager Miller-Thornton reported:

- The City Clerk position has been posted and she has begun the interview process. The position will be posted until May 15th.
- The city engineers will be drilling for the soil testing at the inner berm on April 26th from 8:00 am – 5:00pm.
- The Request for Proposals (RFP) – Project No. Pine Lake PW2023-02- Architectural and Design Services for the renovation of the Court House has been published on the City and the Georgia Procurement websites. There will be a pre-bid meeting at the Court House on May 2nd to allow for design firms and architects to view the space and ask questions. RFP's are scheduled to be received until the afternoon of May 18th and will be presented to council prior to the May 30th Council Meeting.
- Chief Green and City Manager Miller-Thornton are scheduled to meet on Monday, May 1st to discuss scheduling for the Re-dedication Initiative Event which is important to the city, community and Public Safety personnel. Mayor and council input is welcomed.
- Currently working diligently with GNA to access the Federal Treasury portal for submission of the American Rescue Plan report that is due on April 30, 2023.

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- City Manager Miller-Thornton and City Attorney Moore conducted a meeting today (April 25th) with LakeFest, Inc. The final draft of the Memorandum of Understanding will be presented to Council as early as the May 9th agenda. The meeting with representatives of Pine Lakefest, Inc was very productive.
- The tentative deadline for cities to pass their resolution for the upcoming SPLOST is around Labor Day. City Manager Miller-Thornton encouraged the City Council to consider its language for the referendum for project categories. SPLOST to be used for capital projects and is not used for general operations and maintenance.
- Georgia House Bill 193 passed during the 2023 Legislative Session and raises the general exemption for Public Works contract bidding from 100k to 250K. In February 2023 council voted to increase to 100k, however the State of Georgia has increased to 250K.

Public Safety

Chief Green reported:

- Thanked everyone for their support in the swearing in of new Reserve Officers Charles Ings, Michael Taylor and Aidelle Gaskins.
- Chief Green will be meeting with the City Manager Miller-Thornton regarding the Re-Dedication Event on Monday, May 1st.
- Pine Lake Public Safety will be participating in the forthcoming DeKalb County Cold Case Task Force and Missing Persons Event and DNA Drive.
- In keeping with the honorable tradition of the DeKalb County Fallen Officers Memorial Service on May 11th, two officers from Public Safety will represent the City and fallen Officer Francis Ortega.

Copies of the Administration/Public Works and Public Safety reports are on file in City Hall for reviewing. Please email missyeverner@pinelakega.net to request a copy or call 404-999-4931 to schedule an appointment to review the copy on file.

Reports/Comments

Mayor:

- Thanked Chief Green for moving the officer swearing-in to this current meeting in order to be a part of the council meeting and community involvement.

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- Reported that at Commissioner Steve Bradshaw's Quarterly Breakfast for Central DeKalb County he stated that the county needs police officers of all ages and are currently hiring. The Mayor also stated that she is proud of Public Safety Officers having great skills and talents that bring great value thus making the community a better and safer place.
- Made an insertion in reference to Mr. Torrent's incident at the lake and stated that residents will not be harassed.
- Commented that on April 24th she and Chief Green attended the Rockbridge Road Project Meeting and Lloyd Ellison, Superintendent stated that there will be an additional 250 feet of repairs added to the project to tie into DeKalb County's water supply. This will add another month to the completion of the project.
- Has been attending various council meetings to assess how their chambers function for comfort, visibility and audio. She has attended Decatur's City Council Meeting and will attend upcoming meetings at Lithonia, Avondale and Dunwoody. Mayor Hammet invited Council Members to attend as well.
- The Annual Pollination Celebration on April 23rd was a great success and thanked Diane Durrett for spearheading the event and Augusta Woods for acquiring the food truck.
- City Manager Miller-Thornton submitted the Community Development Block Grant (CDBG) Application before the deadline on April 21st. CDBG grant request was submitted as a request for funding for the inner berm bridges replacement project. Grant award will be announce in June 2023.
- Reported that she, Council Member Hall and City Manager Miller-Thornton met at Poplar Park to begin planning stages to submit to Commissioner Lorraine Cochran-Johnson. Mayor Hammet also thanked Stephanie Kohler for providing rare music at the park that was in harmony with the natural habitat of birds despite the traffic on Rockbridge Road.

City Council

Council Member Castro commented that she has noticed more people going into the beach and recommended more Police Officer presence and that there are a lot of things going on whereas people are not being respectful of the park area. Ms. Castro also suggested more community policing.

City Manager Miller-Thornton communicated that this week is National Professional Administrators and Assistant's Week and thanked Mayor Hammet, City Council Members, Chief Green and Administrative Coordinator for their support.

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Information for “The Pine Lake News” eblast:

Council Confirms Appointment of Stephanie Kohler to MAP

Mayor Melanie Hammet selected Stephanie Kohler to be a member of the Municipal Arts Panel (MAP). Stephanie is excited to join MAP and support more accessible art and music in Pine Lake. A lifelong musician, she has an extensive background in event production, including 10 years of producing a festival and 4 years of managing a Burning Man camp.

In accordance with our charter, Stephanie was confirmed by Council with a unanimous vote.

Three new Reserve Officers Sworn in by Mayor.

Police Chief Y’Hudah-Green introduced three new public safety officers to the Council. Mayor Hammet then administered the oath of office for reserve officer duty. Please join us in welcoming Officer Charles Ings, Officer Michael Taylor and Officer Adelle Gaskin as community partners in our city’s public safety efforts

Pollination Celebration Well Attended and Enjoyed

Thanks and congratulations to The Municipal Arts Panel (MAP), Stewards for Environmental Education and Design (SEED), volunteers, musicians, naturalists and Bees for a tremendously successful Pollination Celebration.

Soil Survey for the Inner Berm Bridges Rescheduled

The drilling and soil survey work related to the inner berm bridges has been rescheduled for Wednesday, April 26th, 2023, at 8:00 am.

City Accepting Applications for Beach Monitor

Beach Monitor is a seasonal, part-time position. Responsibilities of the position include assuring that the number of visitors does not exceed approved beach capacity; maintenance of daily patron attendance record; reporting any needs for repairs or maintenance; removing trash and debris from the beach; and replenishing paper products in portable toilet facility. Application and full description can be found at: [Beach Monitor Posting](#) on line at www.pinelakega.net -city government/employment opportunities.

City Manager Completes Human Resources Administration Certificate Program

Congratulations to City Manager ChaQuias Miller-Thornton for successfully completed the requirements of the Georgia Municipal Association Human Resources Administration Certificate Program on April 5, 2023.

Food Assistance Available to Pine Lake Neighbors

PLAIN’s [Neighbor to Neighbor](#) (N2N) program assists Pine Lake neighbors in need. If you or someone you know is food insecure or needs other assistance, please call 404 491-0774 and

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leave a message. A volunteer will call back to discuss needs and help available. All contacts are kept confidential.

Adjournment Council Member Brantley motioned to adjourn at 8:08pm, seconded by Mayor pro tem Bordeaux and passed unanimously.

Missye Varner, Administrative Coordinator

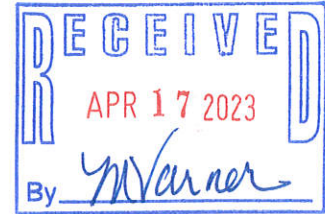
DRAFT

KEISHA L. SMITH
DIRECTOR
VOTER REGISTRATION & ELECTIONS
(404) 298-4020
FAX (404) 298-4038



BOARD MEMBERS
NANCY JESTER
ANTHONY LEWIS
SUSAN MOTTER
DELE LOWMAN SMITH
KARLI SWIFT

Board of Registration and Elections
4380 Memorial Drive, Suite 300
Decatur, Georgia 30032



April 7, 2023

Dear Valued Community Partners:

DeKalb County Voter Registration and Elections (VRE) achieved levels of success during the 2022 election cycle, and we could only have delivered superior election services with our community partners. As we prepare for the upcoming cycle and the 2024 presidential election, we are excited to partner with you again to serve our voters. Enclosed is the newest *Facility Use Agreement* for the 2023 and 2024 election cycles. Please review the terms and summary below, and sign and return the agreement to confirm your commitment to serve as a polling location.

2023 Election Cycle - If a special election is called by one of our municipalities in 2023, it will take place on one of the following dates:

Special Election	June 20, 2023	Runoff July 18, 2023
Special Election	September 19, 2023,	Runoff October 17, 2023

We will hold the countywide General Election on **November 7, 2023**, with a **December 5, 2023**, Runoff.

2024 Election Cycle - The 2024 Presidential Preference Primary Election date has yet to be confirmed by the Secretary of State, but it is expected to be held the 2nd or 3rd week in March 2024.

State Primary Election	May 21, 2024	Runoff June 18, 2024
General Election	November 5, 2024	Runoff December 3, 2023

Please sign the enclosed agreement at your earliest convenience. Then, please retain a copy for your file and return a copy to VRE by fax at 404.298.4038 or email ElectionCommunication@dekalbcountyga.gov.

We are pleased with the opportunity to work together in delivering election services to DeKalb residents and value your continued partnership. If you have any questions, please don't hesitate to contact Paul Robinson, Election Coordinator at 404 297-4401.

Sincerely,

A handwritten signature in black ink that reads 'Keisha L. Smith'.

Keisha L. Smith, MPA
Executive Director

Voter Registration & Elections | DeKalb County

FACILITY USE AGREEMENT FOR POLLING PRECINCTS

THIS AGREEMENT, made as of the 5th day of April, 2023, by and between ~~THE CLUB~~ ^{THE CITY OF}
~~HOUSE~~ ^{PINE LAKE, GEORGIA} ("Owner") and DEKALB COUNTY BOARD OF REGISTRATION AND
ELECTIONS (hereinafter referred to as "the **Board**") shall constitute the terms and conditions
under which Owner shall provide space for use by the Board, as provided herein. Owner is the
owner of a facility located at ⁴⁷⁰ ~~300~~ CLUB HOUSE DR PINE LAKE, GA 30072 (the "**Premises**").
NOW, THEREFORE, in consideration of the mutual covenants and agreements herein set forth,
Owner grants to the Board the revocable right to temporarily occupy and use the Premises, and the
parties hereby agree as follows:

ARTICLE I. CONTRACT TERM

The term of this Agreement ("**Term**") shall commence on June 1, 2023
("**Commencement Date**") and includes all elections specified herein through December 31, 2024,
unless otherwise terminated by the Board pursuant to this Agreement. This Agreement shall
terminate 30 days after the last election for which Owner indicates availability.

Owner is hereby notified of all election dates and the corresponding early voting periods
for the current election cycle, including the dates of a potential runoff and/or special election(s),
Owner has indicated its availability as a polling precinct for the following (check all that apply):

Election Type	Date of Election (2023)	Confirmation
Special Election 2023	<i>June 20, 2023 (if held)</i>	<input type="checkbox"/> Available
Special Election Runoff 2023	<i>July 18, 2023 (if held)</i>	<input type="checkbox"/> Available
Special Election 2023	<i>September 19, 2023 (if held)</i>	<input type="checkbox"/> Available
Special Election Runoff 2023	<i>October 17, 2023 (if held)</i>	<input type="checkbox"/> Available
Municipal General/Special Election 2023	November 7, 2023	<input type="checkbox"/> Available
Municipal General/Special Election Runoff 2023	December 5, 2023	<input type="checkbox"/> Available

Election Type	Date of Election (2024)	Confirmation
Presidential Preference 2024	<i>Date to be determined by the Secretary of State</i>	<input type="checkbox"/> Available
General Primary Election, Nonpartisan General Election, Special Election 2024	May 21, 2024	<input type="checkbox"/> Available
General Primary Runoff, Nonpartisan General Election Runoff and Special Election Runoff 2024	June 18, 2024	<input type="checkbox"/> Available
General/Special Election 2024	November 5, 2024	<input type="checkbox"/> Available
General/Special Election Runoff 2024	December 3, 2024	<input type="checkbox"/> Available

ARTICLE II. PAYMENT

The Board agrees to pay Owner, without further demand or notice, a nominal fee, if required, in the amount of [N/A], payable upon execution of the Agreement.

ARTICLE III. SCOPE OF WORK

- A. **Delivery of Equipment.** Owner and the Board shall schedule delivery of equipment at an agreed upon time. Voting equipment is usually delivered one week prior to the date of the election. The equipment must be placed in a secure storage space. In the event delivery of equipment cannot be scheduled during the week prior to the Monday before the date of the election, or the previously agreed upon delivery date requires rescheduling, Owner shall communicate with the Board to arrange for Monday delivery.
- B. **Delivery of Premises.** Generally, Owner will deliver Premises to the Board at an agreed upon time to set up the equipment and prepare for the election; however, the Poll Manager shall have access to the Premises *no later than the Monday prior to the date of the election*. The Poll Manager will be the point of contact and is responsible for making these arrangements with Owner. The equipment and supplies shall remain undisturbed in the Premises until after the election is completed, and thereafter should be retrieved within 14 business days. For Election Day, Poll Manager shall have access to the Premises *no later than 5:45 a.m.* on election morning in order to prepare to open the polling location *at precisely 7:00 a.m.*, and will have possession until the poll closes and all post-election work is completed. Owner shall provide Poll Manager with contact information for Owner or Owner's representative who can provide after-hours access to the premises on Election Day if such access becomes necessary. Additionally, Poll Manager and poll workers shall have access to a telephone and internet/Wi-Fi services at the facility before and after normal operating hours of the Premises, to make and receive calls as necessary in the event cell phone service is not available.

- C. **Insurance.** Poll Workers are insured by DeKalb County; however, DeKalb County is not liable for any injuries to the public pursuant to this Agreement. To the extent Owner finds it necessary to purchase a rider to their policy for any additional coverage, Owner must provide the cost in writing to the Board, or the Board Designee, before execution of this Agreement.
- D. **Miscellaneous.** The Board will reimburse Owner for reasonable expenses involved in use of the facility as a polling place. This expense may include, but is not limited to, the cost of janitorial services, utilities, and any damage caused to the premises in an amount not to exceed one thousand (\$1,000.00) dollars. Reimbursement is conditioned upon review of any cost estimates, receipts, invoices or other supporting documentation which must be provided to the Board.
- E. **Use of Premises.** Use of the Premises shall be limited to providing early voting and/or election day voting for citizens, including any post-election operations as necessary. The Board may make, at the Board's expense, reasonable and temporary alterations as necessary to adapt the Premises for the conduct of early voting and to ensure voting equipment is secured and protected from unauthorized access. Any additions installed in or placed upon the Premises shall remain the property of the Board, and will be removed by the Board within 14 business days of the conclusion of the specified election(s) in the Term. To the extent Owner maintains video surveillance of the Premises, Owner agrees to provide copies of any surveillance footage maintained on the Premises captured during early voting and/or election day voting upon request by the Board. Owner reserves the right to establish rules for use of the Premises (i.e., no smoking, etc.) to be provided in writing upon execution of this Agreement. The Board does not assume any responsibility

for the conduct of the public in attendance or any damage to the Premises caused by the public.

- F. **Surrender of Premises.** Upon the expiration of the Term or earlier termination, the Board shall surrender the Premises to Owner in a neat, clean and orderly condition. The Board shall remove any and all signs and other equipment or property belonging to the DeKalb County Department of Voter Registration and Elections within 14 business days of the conclusion of the specified election(s) in the Term.

ARTICLE V. OTHER STIPULATIONS

- G. **Lease Extension.** The Board will have the option to extend the Agreement for a total of (2) twelve-month periods by giving the Owner written notice prior to the date of the last election for which the Owner indicated availability.
- H. **Right to Terminate.** At any time during or prior to the Term, The Board may in its sole discretion and without cause or reason, terminate this Agreement upon one (1) day prior notice to Owner, at which time this Agreement shall cease and terminate, and the Board shall vacate the Premises on or before the termination date set forth in the notice to terminate.
- I. **Georgia Laws Govern.** This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Georgia.
- J. **Venue.** This Agreement shall be deemed to have been made and performed in DeKalb County, Georgia. For the purpose of venue, all suits or causes of action arising out of this Agreement shall be brought in the courts of DeKalb County, Georgia.

K. **Status as Lessor.** The relationship between Owner and The Board shall be that of lessor and lessee.

L. **Sole Agreement.** This Agreement constitutes the sole agreement between the parties. No representations oral or written nor incorporated herein shall be binding upon the parties. No amendment or modifications of this Agreement shall be enforceable unless approval by action of The Board.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in three counterparts, each to be considered as an original by their authorized representative, on the day and date hereinabove written.

DEKALB COUNTY BOARD OF REGISTRATION & ELECTIONS

Signature

By: _____
Title:
Date:

OWNER

Signature

By: _____
Title:
Date:



Memo

DATE: May 5, 2023
TO: Mayor and City Council
FROM: ChaQuias Thornton
RE: City Participation in the DeKalb County CDBG and HOME Cooperation Agreement

Please see the attached email memorandum and 2021-2023 Notification of Intent for information regarding prior participation and potential renewal of the City's participation in the DeKalb County Community Development Block Grant (CDBG) and HOME Investment Partnership Program Cooperation Agreement.

As represented on the Community Development site for DeKalb County, the Community Development Block Grant (CDBG) is an entitlement program administered by the U.S. Department of Housing and Urban Development that provides annual grants on a formula basis, to entitled cities and counties to develop viable urban communities. DeKalb County has qualified to receive CDBG funds which are being used to provide decent housing and a suitable living environment and to expand economic opportunities, principally for low-and moderate-income persons. Please visit the DeKalb County site at: <https://www.dekalbcountyga.gov/community-development/community-development-block-grant-cdbg>

As represented by the U.S. Department of Housing and Urban Development, "The HOME Investment Partnerships Program (HOME) provides formula grants to states and localities that communities use - often in partnership with local nonprofit groups - to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people. HOME is the largest federal block grant to state and local governments designed exclusively to create affordable housing for low-income households. HOME funds are awarded annually as formula grants to participating jurisdictions (PJs). The program's flexibility allows states and local governments to use HOME funds for grants, direct loans, loan guarantees or other forms of credit enhancements, or rental assistance or security deposits." Please visit the U.S. Dept. of HUD site at: https://www.hud.gov/program_offices/comm_planning/home

The City has historically participated in cooperative agreement with DeKalb County for potential access to federal and state funds for these programs. The City's population is included in the County's allotment of funding and the City is able to request/apply for funding from DeKalb County instead of applying to the program entities directly. The burden of application process (costs and other resources) is incurred by DeKalb County.

Thank you,
CMThornton

ChaQuias M Thornton

From: Campbell, Byron K <bkcampbell@dekalbcountyga.gov>
Sent: Wednesday, May 3, 2023 8:22 AM
To: Melanie Hammet; ChaQuias M Thornton; Missye Varner
Cc: Dubose, Belinda
Subject: HUD Urban County Qualification Period - City of Pine Lake
Attachments: City of Pine Lake_2021-2023.pdf

Good Morning, All!

DeKalb County is in the process of re-qualifying for entitlement status as an Urban County Community Development Block Grant and Home Investment Partnership Grant participant for fiscal years 2024-2026. The City of Pine Lake is being invited to renew its status as a participant for **FY 2024-2026**.

The City's current Cooperation Agreement with DeKalb County has no specified end date, and your Agreement will automatically be renewed for three years. However, HUD requires that each municipality execute a Cooperation Agreement Notification of Intent with the County to indicate their intent to renew or cancel the Agreement at the end of the current qualification period. Attached, please find a copy of the City's most recent election form, indicating election for continued participation for the FY 2021-2023 term.

In advance of the notification which will be sent to the City of Pine Lake, under the CEO's signature, I am reaching out to notify you of the election window. Additionally, would you be kind enough to respond to this notification via return email and let us know if the City of ~~Decatur~~ *Pine Lake* intends to remain a part of the Urban County? It would be greatly appreciated.

Please be looking for an email from me, containing the CEO's letter and the intent form for the FY 2024-2026 term.

Regards,

Byron K. Campbell | Grants and Administrative Manager
DeKalb County Government | Community Development Department
178 Sams Street | Suite A3500 | Decatur, Georgia 30030
Office: 404-371-2467 | Fax: 404-371-2742
Email: bkcampbell@dekalbcountyga.gov / www.dekalbcountyga.gov




**DeKalb County 2021-2023 CDBG and HOME Cooperation Agreement
Notification of Intent for Participating Municipalities**

Municipality: City of Pine Lake, Georgia

Date: May 29, 2020

YES, the incorporated area of the City of Pine Lake in DeKalb County, Georgia elects to be included as part of the Urban County designation for DeKalb County for the three-year period January 1, 2021 through December 31, 2023. My signature confirms that the City of Pine lake will enter into a Cooperation Agreement with DeKalb County. I understand that the Cooperation Agreement will have an automatic renewal clause which will include the City of Pine lake as a participant of the Urban County designation in DeKalb County for the next three-year period and will allow the city to apply for CDBG and HOME funding through DeKalb County.



Melanie Hammet, Mayor
City of Pine Lake

NO, the incorporated area of the City of Pine Lake in DeKalb County, Georgia does not elect to be included as part of the Urban County designation for DeKalb County for the three-year period beginning January 1, 2021 through December 31, 2023 and will apply for grant funding through the Small Cities, State CDBG and HOME Programs or enter into a consortium agreement with other local entities. My signature confirms that the City of Pine Lake will not be entering into a Cooperation Agreement with DeKalb County.

Melanie Hammet, Mayor
City of Pine Lake

Please return this document with electronic signature by email to the DeKalb County Community Development Department; attention Byron K. Campbell at bkcampbell@dekalbcountyga.gov, no later than Friday, May 29, 2020.



Memo

DATE: May 5, 2023
TO: Mayor and City Council
FROM: ChaQuias Thornton
RE: City Entrance Sign at Rockbridge and Spring

The City of Pine Lake sign at the corner of Spring Street and Rockbridge Road is deteriorating. Reference attached photos. The Administration is requesting Council's consideration of sign removal.

Thank you,
CMThornton



