

**CITY OF PINE LAKE
AGENDA
FEBRUARY 12, 2018
7:00 PM**

Call to order
Pledge of Allegiance

Announcements/Communication
Adoption of Agenda
Public Comments

CONSENT AGENDA

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.

- Approval of minutes from 01/08/18 and 01/30/18 Council meetings

OLD BUSINESS

Designation of Council Retreat Items
Art Wall Policy
Action Plan for Summer Use of Public Spaces

- Beach Behavior / Swimming
- Gazebo
- Fourth of July
- Greenspaces and Grilling

NEW BUSINESS

2017 Budget Adjustments

Public Comments
Mayor's Comments
Council Comments
Adjournment

**CITY OF PINE LAKE
COUNCIL MEETING MINUTES
JANUARY 8, 2018
7:00 PM**

Mayor Melanie Hammet called the meeting to order at 7:00pm. Council members Megan Pulsts, Jean Bordeaux, Augusta Woods, and Brandy Hall were present. Also present was Chief Sarai Y'Hudah-Green and City Administrator Valerie Caldwell. City Attorney Laurel Henderson was not in attendance.

PLEDGE OF ALLEGIANCE was led by Hammet.

SWEARING IN OF COUNCIL MEMBERS JEAN BORDEAUX, BRANDY HALL AND AUGUSTA WOODS

Hammet administered the oath of office to the three above listed council members.

Announcements/Communication

- Pulsts announced citizen interest in trash pickup as it relates to pick up time, recycling and composting. Hall recommended contacting Compost Wheels for compost pickups. Bordeaux opined the existing sanitation contract needed to be revisited prior to renewal.

- Bordeaux announced that the goal for placement of all pages on the new website was near completion and testing will begin soon, with a rollout scheduled for March.

- Hammet communicated that she received a message from a Greenhaven representative stating that she wanted to meet to talk about the Pine Lake's annexation plan and map.

- The mayor announced HGTV's Flip or Flop would be filming a renovation project on Spring beginning January 10th. She reported that the four adjacent lots were recently purchased for construction of single family dwellings

- Hammet stated that there is funding to add a second Municipal Arts Grant for the first quarter of the year.

Hammet reported receipt of a letter from DeKalb County CEO Michael Thurmond asking for a representative to be on the Steering Committee for DeKalb County Water and Waste Water Master Capacity 50-year strategic Plan to guide infrastructure investments

that will support the county's economic development. The Mayor announced Hall would be the City's representative on this Committee.

ADOPTION OF AGENDA

Pulsts motioned to approve with amendments adding discussion of 4th of July fireworks and management strategy for warm weather management of recreation areas. Motion seconded by Bordeaux. Approved 4-0

PUBLIC COMMENTS

Resident Susan Turnover, 439 Spring, inquired as to the location and ownership of the additional lots purchased adjacent to the Spring Rd. renovation. She reported that the representatives of Greenhaven were being very pro-active in moving forward with their agenda. Bordeaux recommended posting updated information on the Greenhaven issue to the new website once rolled out to keep the residents informed.

SETTING DATE FOR COUNCIL RETREAT DATE

The date is set for 01/18 at 9:00am – Noon at a location to be determined.

CONSENT AGENDA

Motion to approve as presented by Hall; second by Woods. Approved 4-0.

- Minutes from 12/11/17 Council meeting
- Adoption of 2018 meeting calendar
- Annual Appointments –
 - City Attorney- Laurel Henderson
 - Municipal Judge - L'Erin Wiggins
 - City Auditor - James Whittaker
 - Legal Organ – DeKalb County News (The Champion)

APPOINTMENT OF MAYOR PRO-TEM

Nomination of Bordeaux by Woods second by Bordeaux. Self-nomination by Pulsts second by Hall. Bordeaux voted Mayor Pro-Tem by vote of 3-2 with Hammet breaking the tie.

ADOPTION OF RESOLUTION # 01-2018 CALLING AN ELECTION TO FILL THE UNEXPIRED TERM OF THE SEAT PREVIOUSLY HELD BY TONJA HOLDER

The adoption of the resolution was approved 4-0 upon motion by Hall and seconded by Bordeaux.

FOURTH OF JULY FIREWORKS DISCUSSION

The Mayor reported she was witness to safety issues and general chaos experienced at the 2017 Fourth of July fireworks. She categorized the issues as public safety, duration, and the pollution of the lake by non-biodegradable debris. She recommended specific hours and location to shoot the fireworks and for the community to apply what is reasonable standards measuring the shooting of the fireworks and the inherent dangers. She suggested that council start shaping a fireworks policy to have in place by March 2018. Woods said that time limits, designated location and cleanup will help to make it safe for everyone. Pulsts suggested ending at 10:00pm.

MANAGEMENT STRATEGY FOR WARM WEATHER MANAGEMENT OF RECREATION AREAS

Mayor Hammet stated that she met with many residents to begin green space strategy and is interested in putting together a Citizen Collective to work on this subject. Hall talked briefly about ecology as it relates to the beach/lake. Pulsts talked about having a parking policy for recreation areas. Bordeaux suggested having parking as a component to this strategy and said that parking is a problem throughout the city and recommended parking on only side of the street. Hammet said that getting the current 33 parking spaces under control is a priority topic.

BUDGET ADJUSTMENT

The adjustment was approved 4-0 upon motion by Bordeaux, seconded by Hall.
Resolution # R-02-2018

PUBLIC COMMENTS

Susan Turnover questioned if Woodstock Church of Stone Mountain (formerly Pine Lake Baptist Church) had been contacted regarding use of church owned parking facilities. Woods reported the new pastor was interested in meeting with the city leadership.

Dejuan Kellon, owner of PGA Consultants, 4600 Rockbridge Road Suite D, stated that he was present to request leniency (in application of the sign ordinance) relating to the marketing of businesses within the city limits. Kellon stated that his business has been in the city for four years and he has been subjected to the city's sign regulations regarding banners, flyers, stating he takes issue with the ordinance requirements. He also said that his business is a seasonal dealing with insurance and tax preparation and he would like to have the flexibility to hang banners. He reported other business owners in the city would like to see leniency as well. Kellon said that he has been cited by the Chief and that the banners are only out two and on half months. Mr. Kellon asked for mercy and requested to just pay the fines if allowed to reinstall the banners.

COUNCIL COMMENT

None.

MAYOR'S COMMENTS

Hammet recognized Megan Pulsts who has acted as Mayor Pro Temp for past six years. Hammet thanked her for her service to the city.

The meeting adjourned at 8:05 on motion by Bordeaux, seconded by Pulsts.

Missye Varner, Administrative Assistant

CITY OF PINE LAKE
JANUARY 30, 2018
7:00 PM

CALL TO ORDER

Mayor Melanie Hammet at 7:00pm. Council members present were Megan Pulsts, Jean Bordeaux, Augusta Woods, and Brandy Hall. Also present were Chief of Police Sarai Y'Hudah-Green and City Administrator Valerie Caldwell. City Attorney Laurel Henderson was not present.

Pledge of Allegiance was led by Hammet.

ANNOUNCEMENTS/COMMUNICATION

Hammet:

- Announced the DeKalb Delegation hosted a luncheon for municipalities at the Capitol on Monday, January 29th and that she, Bordeaux, and Woods attended. The topic was DeKalb's role in improving the sewer system.
- Announced she, Bordeaux, and Woods attended at Town Hall sponsored by PRISM. The topic was changes and status of Greenhaven maneuvering towards becoming a city. Mayor Hammet was at the Capitol and spoke with State representatives and GMA lobbyist regarding Greenhaven HB644 that is currently sitting on the Government Affairs Committee, afterwards the bill will go to the Rules Committee. If the bill makes it out of Rules it will go to the state house.
- Announced that Bordeaux and Woods will attend the Local Government Sub-Committee of Affairs Meeting and they will report back. Hammet said that her interest is (1) to determine what is real and what is alarmist and (2) how best to communicate to the residents (3) to whom and (4) what the medium is. She talked about using the power of petitions. Bordeaux stated that GMA has a list and they do not support Greenhaven. She said that has been attempting to contact anti-Greenhaven groups.
- Hammet reported that on January 29th Mayor Elmore read a letter via phone (that she was not on call) from the mayors of the municipalities support for annexation and new cities.

- Announced that she, Hall and residents Jennifer Bridges and Susan Edwards met regarding the signage for Allison Meadows to match the existing kiosks around the lake. They also talked about Bridges organizing a plant sale focal point as to where the money would go. Mayor said that near the art will be good and will create a green space and will make the Club House more rentable.
- **Hall**
Announced that there will be a Microfiltration Project Meeting with Trad Cotter, Microfiltration Remediation Consultant on February 3rd at 7:00 at the Beach House. Also, there will walk around the lake and the wetlands for the positioning of microfiltration on February 4th.
- **Bordeaux**
Announced that the new website project is going good and tracking and that all pages has information on them and the website is being tested. She welcomed visiting the site and providing feedback.

Adoption of Agenda

Hall motioned to adopt the agenda and seconded by Bordeaux. Approved 4-0

Public Comments

There were not any public comments.

NEW BUSINESS

Selecting date for Town Hall – State of the City

Mayor Hammet will deliver the State of the City address at the Pancake Breakfast, February 3, 2018 at the Beach House and on February 8, 2018 at 7:00 at the Beach House.

Designation of Retreat Agenda Items

The tentative items on the agenda shall be communication, annexation, budget, ordinances, code enforcement support, blight properties and arts policy. The agenda will be finalized at the February 12th Council Meeting.

OLD BUSINESS

Review of Public Arts Policy

There was discussion on having an arts policy and who would be the overseer. Bordeaux recommended curators form other cities. Hammet recommended passing the policy having two curators and the policy must be specific to the art wall.

Bee City Designation – Council member Hall

Pulsts motioned to approve the Bee City Application and seconded by Bordeaux and voted 4-0.

Parking – Chief Green

Green provided information on different parking scenarios. She talked about the possibility of parking meters; however, her concern is resident's versus nonresidents. The Chief said that side street parking could be forced and that enforcement would stretch the Police Department's resources. She also provided a three-step solution (1) update the parking zones and feasibility, (2) stripe the streets for parking zones and (3) educate renters on overlay parking. Walking was encouraged for residents to the beach and having sandwich boards with parking information during the beach/lake season. Parking on both side of the street was also a recommendation.

Pulsts suggested having a street map with red and green to identify parking zones. Bordeaux said that she does not agree with ticketing people that park in the street at their residence. Pulsts recommended having city stickers, Pine Lake registrations and having a kiosk near parking zone at the beach area.

Formulation of Action Plan for Summer Use of Public Spaces

There was a brief discussion on this item and it was placed on the February 12th agenda with topics of discussion of beach behavior, the gazebo, July 4th, swimming, green spaces & grilling.

Public Comments

There were no comments.

Mayor's Comments

There were no comments.

Council Comment

Adjournment

Bordeaux motioned to adjourn at 8:35 pm; seconded by Pulsts and voted 4-0.

Missye Varner, Administrative Assistant

Jean's list of Possible Topics for the Council Retreat

Communication, Communication, Communication,

- How much do we communicate?
- How do we keep website fresh? Facebook Page?
- Incorporating Communication into the process – Assign or ask for volunteer to write up something for Facebook after we make critical decisions.
- Projects – keeping residents in the loop
- Agenda Packets / Minutes

Annexation

How do we get the Requests to be annexed? ie. Interest from Le Chateau mainly in not being part of Greenhaven.

Getting a consultant to work on the Gap Tooth.

Ordinances

- Zoning Code / Building Code – what's coming
- Stormwater and Tree Ordinance Need work – Set as a priority?
- Sign Ordinance – We need to support our existing businesses.

Budget

- How budget was constructed.
- What we need to do this year to stay within our budget.
- Limitations on our accounting systems.

RESOLUTION # R-03-2018

A resolution of the Mayor and City Council of Pine Lake, Georgia to amend the General Fund Budget; and

WHEREAS, the local budget for the City of Pine Lake, Georgia was adopted on December 19, 2016; and

WHEREAS, it is necessary to amend such budget now;

THEREFORE, be it resolved by the Mayor and Council of the City of Pine Lake, Georgia, that the following amendments to the general fund budget.

	Decrease	Increase
32.2100 Building Permits		12,125.00
11.52.1241 Building Permits		12,125.00
11.52.1120 Auditor Fee	475.00	
11.52.1230 Municipal Code Corp.		475.00
11.52.1110 Payroll Services	388.00	
11.52.1140 Other Administrative Services		190.00
11.52.1120 County Collection Services		92.00
11.52.3101 GIRMA Liability Insurance		106.00
11.53.1900 Other General Operating Expense	616.00	
11.53.1902 Stormwater Fees		616.00
12.51.2100 Group Insurance	1,725.00	
12.52.1250 Public Defender Fees		1,725.00
12.52.3910 Courtware	2,065.00	
12.52.3610 Court Appearance Fees		2,065.00
12.51.2100 Salaries - Part-Time	2,215.00	
13.51..2600 Workers Comp	2,463.00	
12.57.3100 Bond Refunds		4,678.00
13.51.1300 Salaries - Part-Time	4,050.00	
13.51.1200 Salaries - Full Time		2,200.00
13.52.2220 Auto Repair and Maintenance		1,850.00
13.53.1270 Gasoline	860.00	
13.53.1600 Small Equipment		860.00
14.51.2600 Workers Comp	1,703.00	
14.52.2220 Auto Repair and Maintenance	1,052.00	
14.51.1200 Salaries Regular Full time		2,755.00

SO RESOLVED, this _____ day of _____, 2018.

Attest:

Valerie Caldwell, City Clerk

Melanie Hammet, Mayor