

**CITY OF PINE LAKE
AGENDA
AUGUST 13, 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 of Meetings held 06/26/18, 07/09/18 and 07/31/18

PUBLIC HEARING

Variance Petition submitted by Bonnie McQuagge requesting setback relief for property located at 4616 Park Drive

NEW BUSINESS

Scheduling of a Town Hall meeting

Planning for August 28th Discussion of Open Space Uses and Regulations

Staff Reports:

- Court Report
- Public Safety
- Public Works
- Administration

Communications Plan
Public Comments
Mayor's Comments
Council Comment
Adjournment

**CITY OF PINE LAKE
CITY COUNCIL MEETING MIUTES
JUNE 26, 2018
7:00 PM**

Call to order Call to order

Mayor Melanie Hammet called the meeting to order at 7:07 p.m. Also present were Council Members Jean Bordeaux, Brandy Hall, Megan Pulsts and August Woods. Staff present City Administrator Valerie Caldwell and Chief Saria Y'Hudah-Green. Council Member Kris Casariego was not present.

Pledge of Allegiance was led by Hammet.

Announcements/Communication

Hammet

- Communicated that the working group related to the Book Booths has expanded the soft opening date for September 15th and volunteers are needed and a guest author will be in attendance.
- The city is poised to begin working with Daniel Burt, Economic Development Consultant in July/August.
- SEED held their second meeting and has an inaugural grant called Seed Pod 2018 for children. SEED has an anonymous donor and Joe Walwalski was awarded \$30 as the grant administrator. The rules of the grant are that they cannot have adult assistance and must report to SEED as to what they did with the grant funds.
- Announced that the Agnes Scott College Summit Class consisting of thirteen students will begin in the fall to work on future Pine Lake based projects.

Hall

- Announced that she will be meeting with the Atlanta Urban Tree Ordinance in July and will provide a report.

Adoption of Agenda

Pulsts motioned to adopt the agenda; seconded by Bordeaux. 4-0

Public Comments

Amy Colburn, 654 Laurel Road commented that the new website looks great and inquired about the artist directory being public to the city and offered her assistance. Bordeaux stated that this matter needed further research by the city attorney.

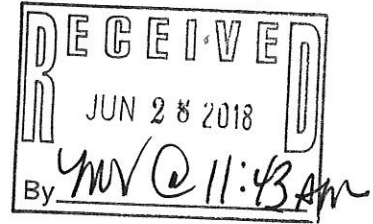
- Henry Slack, Citizens Climate Lobby Volunteer introduced himself and offered to answer questions regarding the Adoption of Resolution Calling on Congress to Address Climate Change under new business.

CONSENT AGENDA

- Approval of meeting minutes from June 11, 2018

Hall motioned to approve; seconded by Woods. 4-0

CITY OF PINE LAKE
P.O. Box 1325
Pine Lake, GA 30072 (404) 292-4250
VARIANCE APPLICATION



Applicant Information:

Name: Bonnie McQuagge
Address: 3237 Gifford St, Scottdale, GA 30079
Phone: 404.483.5585 E-Mail: bmcquagge@yahoo.com

Property Information:

Property Owner: Bonnie S. McQuagge
Address: 3237 Gifford St, Scottdale, GA 30079
Phone: 404.483.5585 E-Mail: bmcquagge@yahoo.com
Property Address of: 4616 Park Drive, Pine Lake GA
Type of Variance: Setback requirement change

Applications will only be accepted from the property owner, or authorized agent with written notarized consent of the property owner of record.

REQUIRED VARIANCE FINDINGS:

- There are extraordinary or exceptional conditions pertaining to the particular property because of its size, shape or topography.
- Such conditions are unusual or peculiar to the particular piece of property involved.
- The strict application of the zoning ordinance would create an unnecessary hardship.
- Relief, if granted, would not cause substantial detriment to the public good, safety or welfare, or impair the purpose and intent of the zoning ordinance of the City of Pine Lake.
- Any proposed variance shall be granted upon additional findings that the requirements of the tree ordinance and stormwater ordinances are met.

Submission Requirements:

Original and 10 copies of application packet consisting of the application; site plan with property lines and proposed change, detailed report justifying the requested variance (see required variance findings above); proof of ownership of the property and, if applicable, written notarized authorization by property owner; and required fee.

I hereby certify that I am the owner of the property upon which a variance is being requested and that all information provided as a part of this application is true and correct.

Signature of Owner/Agent: *Bonnie S. McQuagge* Date: 6/27/18

This application, along with the required fee and all necessary supplemental documents, has been properly submitted and is accepted for consideration by the City Council at a public hearing in the City Council Chambers on the 15th day of August, 2018, beginning at 7:00 pm.
Signature _____ Date of Acceptance: _____

Mailing Address:

3237 Gifford St
Scottsdale, GA 30079

Phone 404-483-5585
Email bmcquagge@yahoo.com



LETTER OF INTENT
In Support of Request for Variance
4616 Park Drive, Pine Lake GA 30032

This letter of Intent is in support of my request for a variance to the sideyard setback requirement for an existing non-conforming property. The intention is to renovate the original historic building into a residential property. As based on the current code, in particular Section 4 - 1.b (Chapter 6-3-7. R-1 Single Family Residential District), the sideyard setback requirement for the structure is 10 feet, however the structure was originally constructed with a 6'4" setback on the East side of the building.


What I would ask the board to consider is (1) Since the structure would have to be demolished and rebuilt or moved to comply with the side setback requirements, the strict application of the zoning ordinance would create an unnecessary financial hardship for the Property Owner; (2) the location of the structure on the property is not proposed but rather is an existing condition. The Property Owner plans the following improvements to the existing structure: new roof, electrical, plumbing, HVAC, doors & windows, additional footings, interior and exterior finishing, and drainage to divert the current storm water run-off from surrounding properties; (3) the proposed project would be an improvement to the neighborhood and result in an overall increase in property value and tax base created by improvement. Therefore, relief, if granted, would not cause substantial detriment to the public good, safety or welfare, or impair the purpose and intent of the zoning ordinance of the City of Pine Lake.

Thank you for your consideration.

Bonnie S. McQuagge
Property Owner



Record and Return to:
LAIRD AND ASSOCIATES, P.C.
834 INMAN VILLAGE PKWY SUITE 130
ATLANTA, GA 30307
2017-4444/MCQUAGGE

2018026907 DEED BOOK 26710 Pg 205

Real Estate Transfer Tax \$45.00

Filed and Recorded:
1/23/2018 8:40:42 AM
Debra DeBerry
Clerk of Superior Court
DeKalb County, Georgia

WARRANTY DEED

STATE OF GEORGIA
COUNTY OF FULTON

THIS INDENTURE, Made the 11th day of January, 2018, between

SUZANNE VERITY,

of the County of DEKALB, State of Georgia, as party or parties of the first part, hereinafter called Grantor, and

BONNIE S. MCQUAGGE,

as party or parties 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 AND 00/100 (\$10.00) DOLLARS 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 LAND LOT 41 OF THE 18TH DISTRICT OF DEKALB COUNTY, GEORGIA, BEING PART OF LOTS 1402-1406 OF PINE LAKE SUBDIVISION, SHON ON MAP NO. 2 FOR THE CITY OF PINE LAKE AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT A 1/2 INCH REBAR SET AT THE INTERSECTION OF THE EASTERLY RIGHT OF WAY LINE OF GROVE ROAD (A 30 FOOT RIGHT OF WAY) AND THE NORTHERLY RIGHT OF WAY LINE OF PARK DRIVE (A 30 FOOT RIGHT OF WAY); THENCE RUN ALONG SAID EASTERLY RIGHT OF WAY LINE OF GROVE ROAD NORTH 03 DEGREES 56 MINUTES 05 SECONDS EAST A DISTANCE OF 68.87 FEET TO A 1/2 INCH REBAR SET ALONG SAID EASTERLY RIGHT OF WAY LINE OF GROVE ROAD; THENCE LEAVE SAID EASTERLY RIGHT OF WAY LINE OF GROVE ROAD RUNNING SOUTH 86 DEGREES 42 MINUTES 46 SECONDS EAST A DISTANCE OF 100.87 FEET TO A 1/2 INCH REBAR SET; THENCE RUN SOUTH 03 DEGREES 56 MINUTES 05 SECONDS WEST A DISTANCE OF 104.07 FEET TO A 1/2 INCH REBAR SET ON SAID NORTHERLY RIGHT OF WAY LINE OF PARK DRIVE; THENCE RUN ALONG SAID NORTHERLY RIGHT OF WAY LINE OF PARK DRIVE NORTH 67 DEGREES 24 MINUTES 25 SECONDS WEST A DISTANCE OF 106.46 FEET TO A 1/2 INCH REBAR SET AT SAID INTERSECTION OF THE EASTERLY RIGHT OF WAY LINE OF GROVE ROAD AND THE NORTHERLY RIGHT OF WAY LINE OF PARK DRIVE, SAID POINT REPRESENTING THE TRUE POINT OF BEGINNING.

SHOWN AS 0.200 ACRES ON THAT CERTAIN SURVEY FOR PHILLIP HOWLAND, PREPARED BY D. J. BAGGETT LAND SURVEYING, BEARING THE SEAL AND CERTIFICATION OF DAVID J. BAGGETT, GEORGIA REGISTERED LAND SURVEYOR NO. 2740, DATED FEBRUARY 5, 2001.

SUBJECT TO ANY RIGHT OF WAY DEEDS OR OTHER EASEMENTS OF RECORD.


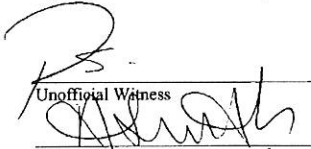
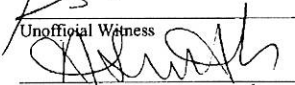
SUBJECT to restrictive covenants and general utility easements of record.

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 FEE 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 and delivered in presence of:

 _____ [SEAL]
SUZANNE VERITY
 _____ [SEAL]
Unofficial Witness
 _____ [SEAL]
Notary Public
My Commission Expires: 6/4/2019



**LETTER OF CONSENT/NON-CONSENT FROM ADJOINING
NEIGHBORS FOR REQUEST OF YARD REDUCTION**

To be completed by the Petitioner	
Owner: Bonnie S. McQuagge	
Project Address: 4616 Park Drive, Pine Lake, GA 30072	
Scope of Work: Renovate historic structure into living space. Need variance for east side setback.	
Plan Check Number:	Date: 06/18/2018
REQUEST: To allow a reduced <input checked="" type="checkbox"/> (side) <input type="checkbox"/> (rear) <input type="checkbox"/> (front) yard of <u>6'4"</u> feet in lieu of <u>10"</u> feet as required by Code and <u>as indicated in the attached plans.</u>	
I certify that the plans presented to the neighbor for his/her review are identical to those plans for which a building permit is being requested:	
 Signature	

To be completed by Neighbor
I, <u>John Wesley Weeks</u> am the legal owner of property <small>(Name)</small>
located at <u>4624 Park Dr., Pine Lake, GA 30072</u> <small>(address - number and street)</small>
with the following legal description: Lot: _____ Block: _____ Tract: _____
which is an adjoining property (including across the street) to the project address. I am aware that a reduction of required yards is being applied for at the subject property and have reviewed the plans presented to me by the petitioner for the proposed construction.

I HAVE **NO OBJECTION** TO GRANTING MY CONSENT FOR THE AFOREMENTIONED REQUEST FOR YARD REDUCTION.

I **OBJECT** TO THIS REQUEST FOR A YARD REDUCTION. (NOTE THAT NEIGHBORS ARE UNDER NO OBLIGATION TO SIGN)

John Wesley Weeks
Neighbor Signature

6-26-18
Date

John Wesley Weeks
Print Name

Sally M Weeks
SALLY M. WEEKS 6-26-18

Contents of letter for Park Drive accessory building

Dear _____:

The building currently located at ____ Park Drive was never permitted as a residential structure. In fact, there is no record at the City indicating it was built under any building permit whatsoever. There are several outstanding issues to be resolved before the building could potentially be converted for residential use.

1. The building does not meet current side yard setbacks. This affects both the zoning ordinance and fire ratings. While it is grandfathered under zoning as a storage building, it has no grandfathered status as a residence. Therefore, a variance would need to be obtained from the City that would reduce the required side yard of 10 feet to the actual available distance between the closest portion of the building's side and the adjacent property line. The burden would be on the applicant for variance to show the hardship required to meet the City's standards.
2. There is a present drainageway running underneath the structure. This does not meet residential standards. Normally, any such drainageway would require piping to ensure the integrity of the structure.
3. While the building appears square on the lot, the existence and quality of footings are totally unknown and cannot be determined without an inspector performing some investigative excavations.
4. The building may or may not have been built to residential building code standards. In fact, the building contains no plumbing, heating or air, and the wiring is likely structurally substandard for residential use. But in order to convert the building to residential use, meeting those standards is required. That means structural support and loads, as well as the proper installation of all fixtures and equipment necessary to meet the building code, electrical code, plumbing code, HVAC code and Georgia State Energy Conservation Code is required.
5. The City will not consider allowance of a conversion without a qualified inspector possessing the necessary state certifications examining each of these issues and determining the building either meets compliance or can realistically be brought into compliance with residential code standards.
6. The building is also currently clad in a metal siding. Under the City's residential standards, the use of metal siding is limited to accents only. This means the building would either need to be re-clad, or a second variance obtained regarding the siding.

The former owner of the building had the building erected. That person may possess some documentation concerning all these issues. If so, making that information available to the City may clear up some of the uncertainty and make an inspector's job easier to complete. Please request any and all documentation from the former owner, including but not limited to, original building permit documents, if any, manufacturer, if a

manufactured building, information concerning the footings installation and drainageway, to the extent known.

While the building cannot presently be used for or converted to residential use without substantial and costly modification, the building is grandfathered as a storage building. Additionally, the City will recognize any use that would be allowable for an accessory structure, other than residential use. This would include use of the building as an artist's studio, for instance.

Once you determine which direction you wish to move on use of the building, please let me know and we will connect you with the City's contract building code enforcement personnel who can make the required inspections at your expense. You will be expected to pay the actual cost entailed to determine the extent of work needed to bring the structure into compliance as a residential unit. And those inspections will require detailed examination of footings, framing and other structural elements, some of which may require removal of portions of the finished structure to the extent it may have been covered up.

City of Pine Lake, Georgia
New Residential Construction

MEMORANDUM

TO: Valerie Caldwell, City Administrator

FROM: Bill Johnston, Zoning Administrator

SUBJECT: **VARIANCE** to allow renovation of a nonconforming building at 4616 Park Drive for use as a single family dwelling

DATE: Wednesday, 1 August 2018

Applicant	Bonnie S. McQuagge
Location	4616 Park Drive
Zoning	R-1, Residential District
Variance	Reduction in rear yard setback from the required 10 feet to the actual 6.4 feet to permit renovation of a building for use as a single family dwelling

APPLICATION SUMMARY

Ms. McQuagge, owner of the property, has submitted an application for a variance that would reduce the rear yard setback on a corner lot from the required 10 feet to the actual 6.4 feet. The variance is necessitated to accommodate encroachment of an existing building into the rear yard setback. The relevant standards of the Zoning Ordinance and characteristics of the property are further described below:

FINDINGS

Ms. McQuagge is proposing the renovation of an existing, nonconforming building for the purpose of converting the building into a single family dwelling. This corner lot has an area of 8,582 square feet or 0.197 acres and a width of 68.87 feet at the frontage on Grove Road. The lot width increases to the rear of the lot and the 68.87 feet exceeds the 60-foot minimum lot width of the R-1 Single Family Residential District assigned to the property. As seen on a snip of the zoning map below, the lot is not particularly small relative to surrounding lots. Nor does the configuration of the lot prevent compliance with any of the minimum building setbacks. The buildable area is actually substantial as seen on the survey dated April 3, 2018 by Jonathan M. Coe.

The building is located at the rear of the lot some 6.4 feet from the rear property boundary. Sec. 4. Yards and Lots of Chapter 6-3-7. R-1 Single Family Residential District of the City of Pine Lake Zoning Ordinance establishes a rear yard setback of ten (10) feet. Chapter 6-3-5, Section 3, *Definitions* defines the rear yard of a corner lot as "On all corner lots the rear yard shall be at the opposite end of the lot from the front yard." Section 3 then defines front yard of a corner lot as "On corner lots the front yard shall be considered as parallel to the street upon which the lot has its least dimension." The lot frontage on Park Drive is approximately 106 feet, exceeding the frontage on Grove Road.

Variance – Rear Yard Setback

4616 Park Drive

Wednesday, 1 August 2018

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As concerns the nonconforming status of the existing building, Chapter 6-3-5, Section 3, *Definitions* defines an accessory dwelling as follows “Accessory dwelling means a secondary dwelling unit located on the same lot as the principal dwelling unit.” As no principal dwelling unit is found on the property, or ever existed, the building is not a legal, nonconforming accessory dwelling. In addition, as the building does not have the facilities required for a principal dwelling, the building is not a “legal, nonconforming building.”

Apparently, the building was erected as an accessory building on the lot. Chapter 6-3-5, Section 2. *Accessory uses and structures* provides that “Except as particularly provided for under an administrative permit for an accessory dwelling unit in R districts, the use of an accessory building for dwelling or lodging is strictly prohibited.” The City is not aware of such an administrative permit having been issued. The building is not an outbuilding, synonymous with accessory building, as Outbuilding is defined as “A subordinate building, such as a garage or workshop, the use of which is incidental to that of a principal building on the same lot.” No principal building is found on the property.

Chapter 6-3-4. *Nonconformities, Sec. 2. Legal nonconforming and illegal nonconforming*, subsection 1, *Legal nonconforming, also known as “grandfathered”* provides that “Nonconforming buildings, structures, lots and uses that do not conform to the requirements of the district in which they are located, but which legally existed prior to May 11, 2009, are considered to be legally nonconforming as of May 11, 2009 and, as such, thereafter have a legal status known as “grandfathered.” However, the existing building was never legal as to setback and as to status as an accessory structure to a principal dwelling on the same lot.

Ms. McQuagge is seeking a variance to render an illegal structure in compliance with the rear yard setback. Chapter 6-3-1. *Introduction, Section 5. Purpose and intent* establishes the following purposes of the Zoning Ordinance, among others: “For the purpose of promoting the health, safety, morals, convenience, order, and general welfare of the municipality; securing safety from fire, panic and other dangers; providing adequate light and air; conserving the value of buildings; and creating sustained protection and stability of the single-family neighborhood; protecting properties against blight and depreciation and promoting the general stability and prosperity of the city.”

Building setbacks are intended to provide an appropriate separation from the street and from adjacent buildings. As can be seen in the Google images below, the dwelling on the lot at 4624 Park Drive is also very close to the rear property boundary of that lot. A privacy fence has been erected on that lot, presumably to achieve a level of privacy. A reduction in setback of nearly 50 percent would not be consistent with the purposes and intent of the Ordinance, particularly as concerns “securing safety from fire, panic and other dangers; providing adequate light and air; conserving the value of buildings; and creating sustained protection and stability of the single-family neighborhood; and protecting properties against blight and depreciation.”

Variance – Rear Yard Setback

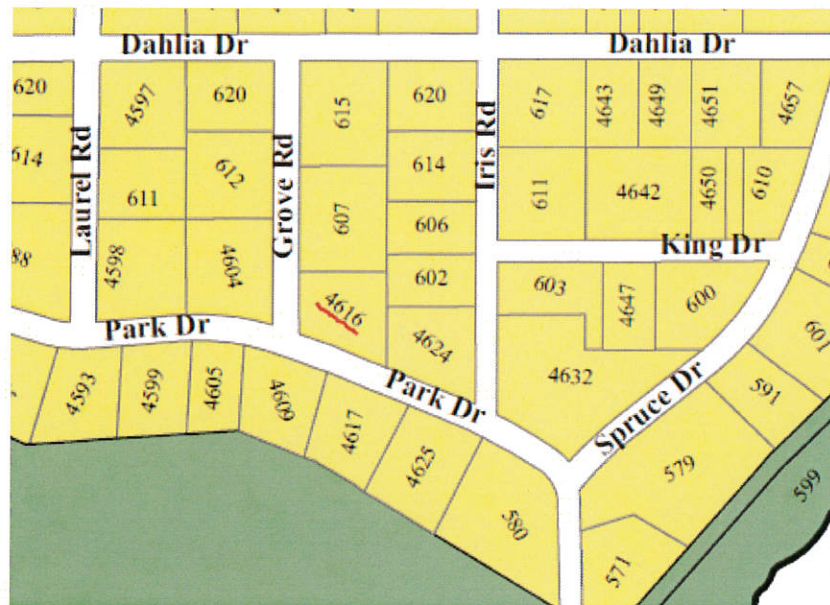
4616 Park Drive

Wednesday, 1 August 2018

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A variance that would render the structure a “legal, nonconforming structure,” that is, a variance to the nonconforming provisions in Chapter 6-3-4. , Sec. 3 reprinted below would have to be granted in order to avoid removal of the existing building.

Chapter 6-3-4. Nonconformities, Sec. 3. *Illegal nonconforming buildings, structures and uses shall be removed:* Illegal nonconforming buildings structures, and uses, including illegal nonconforming changes or additions, are subject to having all approved permits and certificates of occupancy revoked, the illegal building, structure or use removed, fines levied, and other consequences and corrective measures in keeping with the regulations set forth in this part and other parts of the code.

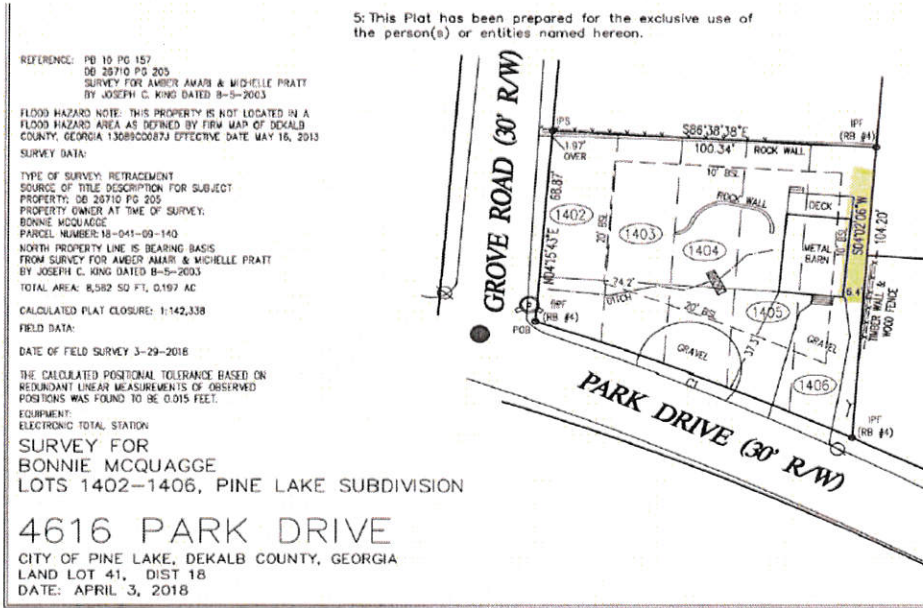


Variance – Rear Yard Setback

4616 Park Drive

Wednesday, 1 August 2018

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Variance – Rear Yard Setback

4616 Park Drive

Wednesday, 1 August 2018

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Criteria for Consideration of a Variance

Section 4. Required findings for variances of Chapter 6-3-14. Variances provides that “Variances may be granted only upon making all of the following findings, which shall apply within the property for which the subject variance request is being made.”

1. There are extraordinary or exceptional conditions pertaining to the particular property because of its size, shape or topography.

While the lot is somewhat irregularly shaped, ample area is available on the property to comply with the building setbacks of the R-1 District. Accordingly, no extraordinary or exceptional conditions pertain to the property related to the size, shape or topography that would prevent full compliance as to setback.

2. Such conditions are unusual or peculiar to the particular piece of property involved.

Many corner lots are found in Pine Lake, some smaller and others larger, that have accommodated establishment of single family dwellings. As no extraordinary conditions are associated with the property, this criterion is somewhat irrelevant. In addition, corner lots are not a peculiarity in Pine Lake. No unusual conditions are present that would prevent compliance with the building setbacks.

Variance – Rear Yard Setback

4616 Park Drive

Wednesday, 1 August 2018

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3. The strict application of the zoning ordinance would create an unnecessary hardship.

Should the variance application be denied, a hardship would be realized as the only option available to the applicant would be relocating the building to comply with the 10-foot rear yard setback. However, the question becomes “Is the hardship unnecessary?” The hardship imposed on the applicant must be weighed in light of the purpose and intent of the Ordinance. These include securing safety from fire, panic and other dangers; providing adequate light and air; conserving the value of buildings; and creating sustained protection and stability of the single-family neighborhood; and protecting properties against blight and depreciation.” Building setbacks are established to achieve these very purposes. The value to be gained by the adjacent owner and the public through adherence to the minimum rear yard setback indicates that the hardship may not be unnecessary.

4. Relief if granted would not cause substantial detriment to the public good, safety or welfare, or impair the purpose and intent of the zoning ordinance of the City of Pine Lake.

Variations are reserved for properties that exhibit an extraordinary or exceptional condition. Pine Lake has established a relatively small minimum lots size and associated, moderate building setbacks. This has resulted in a compact, walkable community. However, varying from these moderate setbacks when these setbacks can be met could cause substantial detriment to public safety as building setbacks also have a relationship to fire codes. Such codes assume a certain building separation associated with different types of construction. As importantly, granting of relief through variance when such conditions are not present can impair the purpose and intent of the zoning ordinance as the criteria established for consideration of a variance would be ignored. Such decisions can question the validity of the development standards, including building setbacks, adopted in the Ordinance.

5. Any proposed variance shall be granted only upon additional findings that the requirements of the tree ordinance are met and the requirements of the stormwater ordinance are met.

Granting of the variance would not affect any trees or stormwater flow.

RECOMMENDATION

Based on the above findings, denial of the variance is appropriate. The property is not characterized by extraordinary or exceptional conditions. Any hardship to the applicant is offset by the gain to the public in terms of fulfillment of the purposes of the Ordinance. Approval of variances absent the requisite conditions of the property can jeopardize the integrity of the Ordinance, particularly development standards related to fire safety, neighborhood stability and property values.

Should the variance as to setback be granted, other variances should be considered to bring the property into full compliance. Dwelling units are a permitted use in the R-1 District and as no minimum floor area is enforced, the building could be converted to a principal dwelling. However, a variance to Chapter 6-3-4. Nonconformities, Sec. 3. *Illegal nonconforming buildings, structures and uses shall be removed* would also be required to avoid enforcement of this Ordinance provision.

Public Works Monthly Report July 2018

This is what was done over the month of July 2018

Raoul Martinez,
Public Works Supervisor

- ✓ Cut grass 7-8 times in the park and wetlands
- ✓ We Weeded all areas the mowers won't get
- ✓ We cut trails with shear cutters
- ✓ We repaired culvert top at lake
- ✓ We cleaned storm water drains in the city and on Rockbridge Road
- ✓ We cleaned the gutter area on Aberdeen Rd
- ✓ We cut and weeded the garden several times
- ✓ We cleared off the leaves on tennis court
- ✓ We trimmed trees and bushes at the beach house
- ✓ We tested generator for operational readiness
- ✓ We picked up debris from streets that fell from trees
- ✓ We cut the grass at police department and administration buildings several times
- ✓ We cut the sidewalk area on Rockbridge Road between Clubhouse and Spring Rd & trimmed the tree overgrowing the Pine Lake sign at Spring
- ✓ We cleaned up western wetland area where Asplundh had dumped trash off Oakhill Circle and took to the dump
- ✓ We repaired doors at beach house
- ✓ We picked up trash in park and parking area
- ✓ We emptied trash cans in park and wetland areas
- ✓ We retrieved Missye's plug behind her desk she dropped
- ✓ We picked up debris from resident's homes upon request
- ✓ We changed lock on judges' chamber door
- ✓ We picked up supplies as needed
- ✓ We cut McAllister park several times
- ✓ We cut cat out of fence
- ✓ We met with residents about storm water and new drains residents want to in on their property
- ✓ We welcomed visitors to park
- ✓ We took LauraDonna blower every morning to blow off sidewalk, ramp and front of beach house
- ✓ We emptied Laura Donna buckets every morning
- ✓ We fueled up cans for the shop several times
- ✓ We fueled up trucks several times
- ✓ We repaired tractor
- ✓ We scored a \$100 drum rack for awx fuel supply for generator for free
- ✓ Changed all locks in park areas so one key fits all
- ✓ We turned on and off power at gazebo
- ✓ We turned on outside lights for market place

**Public Works
Monthly Report
July 2018**

- ✓ We cut grass at C/H several times
- ✓ We cut grass and weed ate the shop area several times
- ✓ We placed barricades as requested by Chief
- ✓ We collected water samples from lake (swim area) 4-times this month
- ✓ We delivered water samples to AES labs
- ✓ We changed the #'s on beach boards each week
- ✓ We cleared the roads from large limbs that fall that blocked roads
- ✓ We made list of potholes in city
- ✓ We measured dead tree to see if in right of way
- ✓ We cleaned the screen in eastern wetlands daily
- ✓ We received voting machines and placed in a secure area not in the C/H as it was rented
- ✓ We moved voting machines into CH Monday afternoon before Tuesday voting
- ✓ We came early on voting day to ensure polls opened on time
- ✓ We changed codes on BH and CH several times
- ✓ We asked the sewer people not to drive on top of grass on western side of lake, s they rutted grass areas with trucks
- ✓ We took city truck to shop for oil change and service
- ✓ I put the tractor
- ✓ We made several trips to the landfill and transfer station
- ✓ I gave the residents some entertainment when tractor slide into lake
- ✓ We picked up trash, tire, debris from western wetlands that Susan and kids pulled from creek
- ✓ We check to see why CH kitchen sink does not have hot water. Weak coil in under sink water heater
- ✓ We tried to work with Workforce of DeKalb, but the person that come to work had to be sent home
- ✓ We also had to supervise one community service person that the court sent to public works
- ✓ We have been washing out large trash cans at the BH and CH as needed
- ✓ We set grill in park as requested by PLAIN for 4th of July
- ✓ We removed grill as needed after event
- ✓ We cut grass and blow off gazebo as requested by Danita for gazebo rentals
- ✓ We talked to some residents about not putting debris on storm drains in yards
- ✓ We sprayed weeds in sidewalk on Rockbridge
- ✓ We sprayed weeds on curb in parking rea of lake after weed eating
- ✓ We cleaned up behind beaver, unplugging pipes to lake and over flow in eastern wetlands