

**CITY OF PINE LAKE
AGENDA
FEBRUARY 27, 2018
7:00 PM**

Call to order
Pledge of Allegiance

Swearing in of Kris Casariego
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 meeting minutes from 02/12/18 Council meetings

OLD BUSINESS

Adoption of Resolution # R-04-2018 establishing Art Wall Policy

Action Plan for Summer Use of Public Spaces

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

NEW BUSINESS

PLAIN - Discussion regarding Community Foundation Grant Proposal for Beach Beautification Project

Public Comments
Mayor's Comments
Council Comment
Adjournment

**CITY OF PINE LAKE
COUNCIL MEETING MINUTES
FEBRUARY 12, 2018
7:00 PM**

Call to order

Mayor Melanie Hammet called the meeting to order at 7:00 pm. Also present were council members Jean Bordeaux, Megan Pulsts, and Augusta Woods; Chief Green and Administrator Valerie Caldwell. Council member Hall was not in attendance.

Pledge of Allegiance let by Hammet.

Announcements/Communication

- Hammet announced the qualifying period for elections was now over and Kris Casariego had qualified (to fill the seat vacated by Tonja Holder). She stated that if no write-in candidates were received within seven days, Ms. Casariego would be declared winner and be sworn in.
- The Mayor stated her intention to appoint Robert Witherspoon and Brandy Beavers to the Municipal Art Panel.
- Council member Woods reported attending the Police Officer training at the Club House the previous Saturday covering public relations and de-escalation tactics. She reported attendance of approximately 70 officers from multiple jurisdictions.
- Hammet discussed HB 644 (Greenhaven) and its location in the legislative process.

Adoption of Agenda

Bordeaux requested to amend by Bordeaux to add discussion of facility improvement project (PD building). Motion to adopt as amended by Pulsts, seconded by Woods and approved 3-0.

Public Comments

Susan Tarnower explained that the legal ad placed in the Champion by Representative Michelle Henson would preserve the City's right to change its boundaries prior to potential incorporation of Greenhaven.

CONSENT AGENDA

- Approval of meeting minutes from 01/08/18 and 01/30/18 Council meetings
- The consent agenda was approved 3-0 upon motion by Woods and second by Bordeaux.

OLD BUSINESS

Designation of Council Retreat Items

There was a discussion discussion only on these items.

Art Wall Policy

Pulsts provided first reading – This item is to be sent for legal review and will be placed on the next council agenda.

Action Plan for Summer Use of Public Spaces

The action plan was deferred to the next meeting agenda on February 27th.

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

NEW BUSINESS

2017 Budget Adjustments

RES # R-03-2018 was approved 3-0 upon motion by Pulsts and seconded by Bordeaux.

Facility Improvement

Bordeaux read a list of improvements of the Police Department for which money had been raised.

Public Comments

Mimi Stubbs suggested Council consider budget review on a bi-monthly basis.

Mayor's Comments

The Mayor thanked Officer Seago for his presence at the meeting and his commitment of service to the community.

Council Comment

There were not any council comments.

Adjournment at 7:57 upon motion by Bordeaux and seconded by Woods.

Missye Varner

RESOLUTION # R _____ - 2018

Resolution

To establish the MAP as the recommending body for Public Art. To specifically address the Policy regarding Display of Public Arts on the Art Wall: "Public Works At Public Works."

Role of the MAP

The Municipal Arts Panel (MAP) will review and make recommendations to the Mayor and Council regarding all aspects of public art, including policy, projects, acquisition, siting, maintenance, adoption, education and outreach.

"Public Art" includes any work of visual art, including but not limited to: sculpture, drawing, painting, fresco, mosaic, photograph, neon, glass, limited edition prints, calligraphy, any combination of forms of media including sound, literacy elements, film, and video systems; hybrids of any media and new genres, as well as ephemeral arts such as dance, voice, music or poetry. "Public Art" excludes signs, logos, mascots and commercial references and displays.

Purpose of the Policy regarding the Art Wall

The purpose of the Policy is to give specific direction to selecting artwork that is temporarily and/or permanently displayed on the Art Wall: "Public Works," located on the fence fronting the Public Works building.

Art Displayed on the Art Wall will:

- Interweave art with the urban fabric;
- Create a unique image and sense of place;
- Encourage positive civic discourse;
- Celebrate historic events and persons;
- Inspire, educate, beautify and give character to Pine Lake, and
- Provide opportunities to facilitate the community values of inclusion; civic pride, culture diversity and appreciation of the creative spirit.

Goals

The goal of the Public Arts Policy, specific to the Art Wall is to:

- Encourage participation by citizens in the process of publicly displaying Public Art;
- Foster quality design and the creation of an array of artwork in all media, materials, styles and disciplines that best respond to the distinctive characteristics of the Art Wall and the community;
- Reflect the diversity of culture, heritage and expressions of Pine Lake and Georgia;
- Build a diverse collection of public artworks by selecting a variety of artist to display public art projects;
- Encourage collaboration among all arts and building disciplines;
- Encourage art projects for the Art Wall that enhance the quality, pride, and civic identity
- Encourage the role of artwork in enhancing economic development and cultural tourism;
- Foster and encourage the development of future public artist and the art spaces.

Procedures for Selection of Artwork

The MAP or an appointed curator will help provide guidance and oversight for use of the Art Wall and will recommend policies, procedures and regulations. The Mayor and Council will make all final decisions with respect to policy.

The following criteria will be used to identify suitable public art for display:

Quality and Integrity of work: high artistic standards are maintained for artworks displayed in the City.

- Artworks shall be compatible with the character of the community and shall support a vision for the City's mission and values.
- Artwork approved for installation shall be appropriate to the site, scale, historical and ecological environment of the City.
- Artwork approved for installation shall be designed for outdoor display and shall be sufficiently durable to withstand exposure to the elements.
- No artwork shall be accepted for display on the Art Wall that denigrates, belittles or insults any person, group, or organization.
- No artwork shall be accepted for display on the Art Wall that includes profanity or portrays violent or criminal act.

Submission: Artwork proposed to be displayed on the Art Wall or Artwork solicited from artists by the MAP shall be submitted to and reviewed for quality by the MAP and/or an appointed curator. Recommendations for installation shall be presented the Mayor and Council.

Funding: At this time, funding for installation, maintaining and conserving artwork is unavailable. In most instances, a maintenance agreement will be formed whereby the donor agrees to financially support the donated artwork.

Liability: Proposed artwork will be reviewed based on the susceptibility of the artwork to damage and vandalism, potential danger to the public and special insurance requirements. The City reserves the right to either decline or relocate the piece of art as public necessity warrants and may attach conditions to acceptance of any work of art for display.

Time Period: Artwork donated for installation on the Art Wall shall be accepted for a specific time period and shall be rotated with other available art meeting the standards of this policy. In the event an artist seeks to make a permanent donation of art to the City, the recommendation of MAP and final approval of the Mayor and Council shall be required.

Final Authority: The Mayor and Council retain final authority, as to all art installed on the Art Wall and the length of any such display.

Limited City liability

The artist recognizes the display of art on the Art Wall is outdoors and subject to the elements. While the City will seek to protect the integrity of the artwork and the site for its intended purpose, the City cannot be responsible for damage or destruction that may occur to the artwork. All artist donating works of art to the City for display do so at their own risk.

SO RESOLVED by the Mayor and Council of the City of Pine Lake this _____ day of _____, 2018.

MELANIE HAMMET
MAYOR

Attest:

Missye Varner
Acting City Clerk

February 23, 2018

To: Pine Lake City Council

PLAIN is seeking support by the Pine Lake City Council for a proposed grant from the Community Foundation of Greater Atlanta. PLAIN has submitted a grant proposal for the foundation's Neighborhood Fund Grant. The Community Foundation offers several grants a year for community improvement projects, ranging from \$500- \$10,000 dollars per project.

PLAIN became aware of these grants close to their deadline date and hastily applied for a Beach Beautification Grant in the smaller categories for grants offered by the foundation. The Beach Beautification grant proposal requested \$950 in grant funds to purchase 10 Adirondack beach chairs, self-watering planters, and funds for heat tolerant plants in the planters.

Please see the attached grant application for review. PLAIN sees this as a stepping stone to further projects and possible grant seeking efforts. We have passed the first step of approval for this grant and have an interview scheduled with the Foundation on February 28. The initial Beach Beautification Grant we are seeking allows us an opportunity to create an initial, and hopefully, ongoing relationship to explore possibilities for future well thought and researched projects that can benefit the Pine Lake community. We would like to work with the city to explore options for the larger grant offered next year and identify a project that benefits the artistic, ecological, and economic development goals and values of Pine Lake.

Best regards,

Tracey Johnson and Calvin Burgamy

PLAIN Officers



2018 NEIGHBORHOOD FUND GRANT APPLICATION

Review the instructions document found on our [website](#) for help completing this application.

SECTION I: Applicant Profile

Organization/Group Name: Pine Lake Association of Involved Neighbors (PLAIN)	
County: DeKalb	Neighborhood (if applicable): Pine lake, GA
Mailing Address: PO BOX 44	
City: Pine Lake	Zip Code: 30072
Website: plainhelps.org	Social Media: https://www.facebook.com/groups/1650999438450734/
Is this a 501c3?: Yes	Established (MM/YYYY): 06/1995

Primary Contact Person: Calvin Burgamy	Role/Title: President
Phone: 678-557-9855	Email: cburgamy@gmail.com
Secondary Contact Person: Tracey Johnson	Role/Title: Vice President
Phone: 228-282-0191	Email: traceyjohnson131@gmail.com

Does your organization have a bank account?	Bank Name	Type of Account	Current Balance	Date Opened
Yes	Weills Fargo	checking	\$ 9959	2006
Individuals with access to the bank account (two names required):				
Gayle Austin, Calvin Burgamy (above checking balance includes \$3700 in restricted funds)				

SECTION II: The Request

2.1 Grant Type: Love Your Block - 3 months	2.2 Amount Requested: \$ 950
2.3 Describe the project, event and/or activity. (1,000 characters)	
<p>Beach Beautification -In addition to serving Pine Lake residents, our lake and beach are open to the community at large. The center of our community is the lake and contributes to the sense of place of our small and vibrant city. We love our park and beach and want to increase comfort and accessibility for all, both young and old. The lake and beach are the gathering place for both planned and impromptu picnics, parties, swimming, and more. To enhance Pine Lake gatherings and our community, we seek funds to purchase a minimum of 10 attractive and durable beach chairs and colorful planters for the added pleasure and comfort of the Pine Lake beach. Beach chairs and improved landscaping will add quality of life to our residents and visitors, and contribute to the overall use and appreciation of our beautiful lake and beach.</p>	
2.4 Provide an estimated timeline with dates and activities required to complete the project. (1,000 characters)	
<p>Project will be completed by Memorial Day, when the lake opens for swimming. Chairs will be purchased, assembled, and painted by May 20. Plants will be planted in new planters close to the beach house and playground by April 30. Opening day of the beach will be festive and the Memorial Day picnic is planned for May 26.</p>	
2.5 What are the neighborhood's resources (such as places, people, strengths and assets) that make it possible to do this project? (1,000 characters)	

Pine Lake has many involved neighbors and a strong sense of community spirit. Residents are quick to lend a hand with neighborhood and city events, such as Lakefest. Residents also chip in for the harder and less fun work, such as the annual wetlands and city cleanup event. PLAIN membership currently consists of approximately 126 households. The Pine Lake community has a strong history of supporting and maintaining our natural resources and promoting the arts and ecology together. Some describe it as a community of artists and gardeners.

2.6 In which neighborhood will the project take place? Describe the geographic boundaries of your neighborhood (e.g. Old Fourth Ward, Piedmont Heights, etc.). *Love Your Block applicants must provide a physical address and briefly describe the physical area. (500 characters)*

Pine Lake is the smallest city in Dekalb County. It is located off of Rockbridge Rd. and south of Memorial Dr. The lake has maintained wetlands that surround Snapfinger Creek to the east and west side of the lake. <https://georgia.hometownlocator.com/ga/dekalb/pine-lake.cfm> The Pine Lake Beach is located adjacent to the Pine Lake Beach house at 4580 Lakeshore Dr., Pine Lake, GA 30072. The beach house is the heart of our community for PLAIN events, music events, parties, and community workshops.

2.7 What kind of approvals do you need (e.g. property permissions, permits, city services, etc.)? Have you received all of them? If not, please describe the status of your approvals or your plan to secure them. (500 characters)

The PLAIN president and vice president have received permission from Pine Lake Mayor, Melanie Hammett to proceed with this project. The President and Vice President have also received support and input from other PLAIN Council members.

2.8 Are you working in partnership with other groups? If yes, list the partnering organizations and explain their role in the proposed project. (500 characters)

No

2.9 Describe the best possible outcome for the request. How would the project provide lasting improvements in your neighborhood? (1,000 characters)

The Beach Beautification Project will provide greater enjoyment of our beach and natural resources. As we improve the aesthetics of the beach, we anticipate that the community and visitors alike will take special efforts to keep the beach clean and care for our natural and built amenities.

2.10 What metrics or measurable improvements will you use to track the progress of your project? See *instructions for examples.*

Metrics	Target Amount	Explanation (optional)
10 durable and painted wooden beach chairs	10	
5 planters	5	
30 heat tolerant plants in the planters	30	

SECTION III: Organization/Group Overview

3.1 Provide a brief history of the organization/group, including purpose and vision. (500 characters)

PLAIN was founded in 1995. Its mission: PLAIN exists to support and encourage the development and enhancement of the City of Pine Lake, GA. We provide community activities, help neighbors who are in crisis. and we are a voice to the city regarding a host of neighborhood issues and projects.

3.2 What have been the organization/group's three main activities or programs during the past 12 months? (1,500 characters)

1. Monthly neighborhood breakfast
2. Police Department Facilities Improvement
3. Helping the city with park improvements (purchased grill)

3.3 Provide information regarding the individuals who will be responsible for the success of the project. **Applications with high commitment from multiple residents are more competitive.** Please note that individuals listed must be unrelated (including marriages and same household) and a resident or directly affiliated with the community that this request intends to serve.

Name	Phone	Email	Lives in neighborhood?	Role/Title
Calvin Burgamy	678-557-9855	cburgamy@gmail.com	Yes	PLAIN President
Tracey Johnson	228-282-0191	traceyjohnson131@gmail.com	Yes	PLAIN Vice Pres.

Melanie Gulley	404-914-4602	melanierg@hotmail.com	Yes	Neighbor
Michael Seymour	404-509-2021	mikeseymouratl@yahoo.com	Yes	PLAIN Secretary
Heather Winship	404-916-4284	hdwinship@gmail.com	Yes	Neighbor
3.4 Optional: Please provide any other important details not listed above. (250 characters)				

SECTION IV: Community Coaching

****COMMUNITY BUILDING APPLICANT SECTION ONLY (Love Your Block applicants do not need to complete this section and may move on to SECTION V: Budget.)**

4.1 Community Building grantees will receive customized community coaching. Determine the categories that best describe the needs of the group at the time of completing the application. Use the dropdown menus to select at least one category. *Additional information regarding coaching can be found in the application guidelines.*

Category	Why did you choose this category? What do you expect a community coach to provide? Be specific. (500 characters)
1. (Select One)	
2. (Select One)	
3. (Select One)	

Optional Opt Out: Your group may request to opt out of receiving a community coach if you already have this type of support available. Please explain why your group would like to opt-out and be specific about any resources available to support your group, your neighborhood and your request. Approval of your request to opt out is at the discretion of the review team. (500 characters)

SECTION V: Budget

5.1 Please complete the budget chart below. Funds may not be requested for personnel, administrative or overhead expenses, or for any other similar purposes.

Amount Requested	Total Project Budget	Amount Requested as % of Total Project Budget	Total Organization Budget (if applicable)
\$950	\$1,000	95%	\$
Requested Budget Item	Request Amount	Description of Purpose	
10 Beach Chairs @59.99 each	\$ 600	Comfort for old and young at beach	
Set of 4 self watering planters	\$ 80	Planters that can withstand summer heat	
1 Wishing well planter	\$ 70	Attractive main visual planter, nostalgic	
Plants	\$ 200	Attractive non neoconotoid treated plants and flowers; heat tolerant, non invasive and wildlife friendly	
	\$		
	\$		
	\$		
	\$		
	\$		
	\$		
TOTAL AMOUNT REQUESTED	\$ 950		

5.2 If funded, to whom should the grant check be made payable? Include payee name, bank account name and bank address.

PLAIN (Pine Lake Association of Involved Neighbors), Wells Fargo, 6063 Memorial Dr, Stone Mountain, GA 30083

5.3 Optional: Use this space to provide any other clarifying details related to the budget request and/or funding timing. (500 characters)

5.4 List all in-kind, donated or cash resources received or committed to this project.

Source Name	Amount	Description
None	\$ None	None
	\$	
	\$	

Please use this space if you need to list additional in-kind, donated or cash resources.

5.5 Has your organization received a grant from the Community Foundation for Greater Atlanta or any funder within the past five years? If yes, include the three most recent grants.

Source Name	Amount	Description (date and grant details)
No	\$	
	\$	
	\$	

SECTION VI: Application Authorization

Please check one (1) of the boxes below:

I am applying for a Neighborhood Fund Love Your Block grant. Photos of the physical site (no more than three) are labeled and attached with my application email submission.

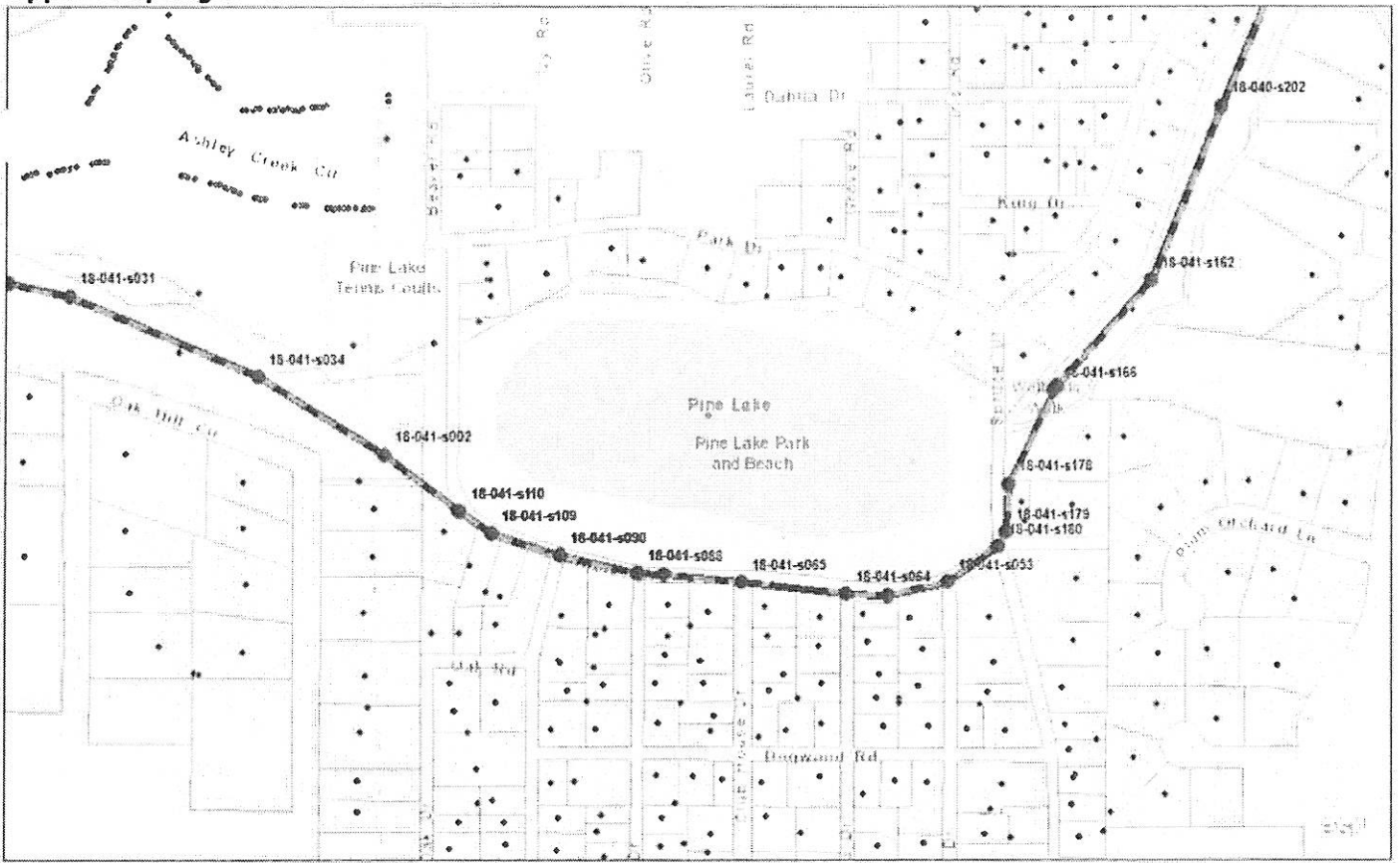
I am applying for a Neighborhood Fund Community Building grant. I understand that I need to complete the entire application including SECTION IV.

Please enter your initials next to each of the three statements of understanding to indicate that you have read and agree to each statement.	Initials
1. I understand that a bank account with two signatures is required to submit this application.	CB
2. I understand that full funding is not guaranteed and that grantees may receive partial funding.	CB
3. I understand that, if awarded, grantees are assigned a community coach. I understand that the community coach fee is not paid for by grant dollars and that the Community Foundation assumes responsibility for all community coach fees and administration.	CB
Authorizing signatures: To the best of my knowledge, the information given in this application is accurate and complete. The typed name below serves as an official signature. By authorizing this application, we attest to be responsible for all reporting and funds granted to this project if awarded. Two signatures are required.	
Primary Contact Person: Calvin Burgamy	Date: 2/2/18
Secondary Contact Person: Tracey Johnson	Date: 2/2/18

Please proofread your application before submitting. Applications with blank or incomplete fields will not be considered.

Submit the completed Neighborhood Fund Application to neighborhoodfund@cfgreateratlanta.org using the subject line "Attention: 2018 Community Building Grant – [INSERT ORG NAME]" or "Attention: 2018 Love Your Block Grant – [INSERT ORG NAME]".

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Upper Snapfinger - CR CES

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