

**CITY OF PINE LAKE
AGENDA
MAY 13, 2019
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.
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Approval of Meeting Minutes from 04/30/19

NEW BUSINESS

Review of Facility Rental Rates

Review of City Ordinances regarding keeping of fowl

Public Comments
Mayor's Comments
Council Comment
Adjournment

**CITY OF PINE LAKE
COUNCIL MEETING MINUTES
APRIL 30, 2019
7:00 PM**

Call to order

The meeting was called to order at 7:00pm by Mayor Melanie Hammet. Present were Mayor Pro-Tem Jean Bordeaux and Council Members, Augusta Woods and Kris Casariego. Also present was City Administrator Valerie Caldwell and Chief of Police Sarai Y'Hudah-Green. Council members Megan Pulsts and Brandy Hall were not present.

Pledge of Allegiance was led the Mayor.

Announcements/Communication

Hammet complimented Chief Green and the Police Department for their assistance involving an 88-year-old resident that was in a in crisis. The Mayor commended Barbara Davis for giving the city the alert that the resident was in trouble. She also commended Chief Green for continuing to properly care for the resident and making sure that she was safe while her home was being treated by Terminix. The senior resident was not told that she would have to vacate her home and she and her cat was wondering the streets down by the lake and was upset and in tears with nowhere to go. Hammet has asked the city attorney to draft a letter to Terminix about the treatment of the elderly and stated that she and the Chief have spoken to the corporate office.

Hammet announced that Woods' husband, Dwight has been working with The Perimeter Woodwind Orchestra to play at the beach for July 4th or sometimes during the summer season.

The Mayor announced that Calvin Burgamy has prepared an estimate for putting new sound proof panels in the Clubhouse in the amount of \$1,160.00. PLAIN will split the cost with the city and will also install them. There will not be any assembly required and the cost to the city will be \$580.00. The panels that were installed at the Beach House has decreased in the noise level.

Woods announced that on April 28th Woodstock Baptist Church of Stone Mountain, which she attends; has been bought out by Blue Print Church and the last service will be May 26th. Blue Print has campuses in Lithonia, Clarkston and Stone Mountain and Pastor Darrin may be at Blue Print Church. Hammet stated that the current pastor has been a strong collaborator in the community in trying to get rid of the silo effect working with the city and businesses has been a success. Woods stated that the new church will open within a year.

Adoption of Agenda

Woods motioned to approve; seconded by Casariego and approved 3-0.

Public Comments Art Hager, 614 Laurel Road commented on the Community Garden and the ditch that was dug to divert the water and is concerned about this. He said that he was disappointed that the city would did this without contacting the homeowners. He thanked Caldwell for correcting the issue.

CONSENT AGENDA

Approval of Meeting Minutes from 04/08/19

Bordeaux motioned to approve, seconded by Casariego and approved 3-0.

NEW BUSINESS

Policy establishing procedures for stormwater repair

The policy establishing stormwater repair procedures shall consist of committee of the Mayor, City Administrator, City Attorney and Stormwater Engineer and they will draft the policy. The policy will be presented at a meeting for consideration.

Scheduling Town Hall Meeting

The meeting shall be Wednesday, June 5th, 2019 at 7:00 pm at the Beach House.

Art Wall Proposal

Casariego presented the summary of the proposal with a budget that is a take around of the Lake Fest piece and in the future to have more of a permeant displays that will be bees, pollinators and butterflies. MAP has a \$600.00 budget for the projects. Bordeaux stated that there is a public arts section on the website. Bordeaux motioned to approve the Community Art Project; seconded by Woods. 3-0.

Designation of Representative to DeKalb County Board of Commissioners Complete Count Committee for the 2020 Census

Casariego will serve as the volunteer for the city.

Budget Adjustments for 2018

Casariego motioned to approve Resolution # R-04-2019; seconded by Bordeaux. 3-0

Public Comments

Art Hager, 614 Laurel Road inquired about storm water repairs and curbing. He said that some of his neighbors paid to have theirs raised and needs to know if it is his or the city's responsibility, and if the city's responsibility would he incur any liability if he paid to have his curb raised. Caldwell said that there are several residents that have paid to raise the curb on their own.

Hager stated that he liked the idea for the Art Wall Proposal and recommended having a local Kick Starter program for the community. Caldwell said that they could donate to City and that it would be allocated to the appropriate line item. He also recommended to count early and often for the census.

Mayor's Comments

None

Council Comment

Bordeaux commented about the website and maintenance through Sophicity and gave a shout out to Missye Varner, Administrative Assistant for her self-starting, paying attention and getting information in the correct places on the website. She also said that Varner is doing a great job and taking on more and more to get items on the site and that she impressed and appreciative.

The Mayor said that Pulsts contacted her that she would not be in attendance tonight.

Casariago commented that the newsletter will go out this week after she get the date for the next Town Hall Meeting.

Woods announced that the Food Truck & Makers Market will be on May 11th at 4:00pm at the lake.

Hammet stated that the Pollination was a great success.

Adjournment

Unanimously approved at 8:05 pm on motion by Woods, seconded by Casariago.

Missye Varner, Administrative Assistant

DRAFT



SPACE RENTAL

ARE YOU LOOKING TO RENT A
SPACE FOR..

- Wedding & Receptions
- Graduation Parties
- Birthday Parties
- Baptisms
- Baby Shower
- Bridal Showers
- Church Meetings
- Business Meetings
- Holiday Parties
- Bar Mitzvahs
- Office Spaces
- Monthly Programs Rentals
- Filming Location Rentals
- And much more....

Contact us to schedule your tour
404-508-1050

Rentals@clarkstoncommunitycenter.org





Event Rooms & Capacity	Day and Rate	Refundable Security Deposit
Angora Hall: (2,900 sq.ft.) Hall that features vaulted ceiling supported by exposed beams, floor to ceiling windows, a curtained stage and a baby grand piano. Capacity: Dining setup 250 people, Theater setup 300 people. Tables and chairs included. Event Coordinator will be onsite; and, 4 hours Courtesy officer(s) included for an additional \$25 per hour for each.	Sat \$2000 (10 Hours 2pm-12am) Sat \$1500 (5 Hours) Any time between 2pm-12am \$250/hour for additional time Sun-Fri \$150/Hour - minimum of 4 hours Any time between 9am-10pm	\$250
East Room: (1,350. sq.ft.) Room that features large windows for a bright and open atmosphere and includes an upright piano. Capacity: Dining setup 90 people, Theater setup 120 people.	\$125/Hour	\$175
West Room: (600 sq.ft.) Room that features large windows for a bright and open atmosphere. Capacity: Dining setup 36 people, Theater setup 40 people.	\$100/Hour	\$100
Conference Room: Capacity of 20 people.	\$50/Hour	\$50
Entire Building: (10,000 sq.ft.) Space featuring hardwood floors throughout the building 3 rooms of varying sizes, an art-decorated foyer, a prep-kitchen, and Courtesy Officer	\$3500 Sat 2pm-12am Sun-Fri 9am – 10pm	\$500
For more information, Please contact us at: rentals@clarkstoncommunitycenter.org		

Refundable Security Deposit and ½ of the total rental is due at the time of reservation

Audio/Visual Package	Rates
Audio/Visual (LARGE Screen) Package features: Large screen 9`x12`, audience size 300 people with large Sanyo PLC-XP57L3 LED Projector, 2 microphones, sound system (2 large speakers, 2 large woofers). Tech support for set up only.	\$200
Audio/Visual (SMALL Screen) Package features: Small screen 46`x 9`, audience size 100 people small projector Epson EX50, 2 microphones, sound system (2 large speakers, 2 large woofers). Tech support for set up only.	\$150
Audio only Package features: 2 microphones, and sound system (2 large speakers, 2 large woofers). Tech support for set up only.	\$100
Portable sound system Package features: 1 wired microphone with 2 speakers (East Room and West room).	\$50

CCC provides chairs, options for 60" round and/or 6' long rectangular tables along with a CCC Event Coordinator who will set-up the room to your specification and break it down after the event.

Every renter has access to an art-filled foyer and a large prep kitchen with plenty of storage space, refrigerators and freezers. You choose your own decorator, caterer and D.J.

We offer 10% discounts to Clarkston (30021) residents and non-profit organizations (must book a minimum of 4 hours to receive the discount). We request that you show proof of City of Clarkston residency or non-profit status as applicable. **Discounts for non-profits and residents are not available on Angora Hall.**

Please tour our facility online at: <http://clarkstoncommunitycenter.org/rental/> or schedule a tour Mon-Fri between 10:00am and 4:00pm. Please contact us at: rentals@clarkstoncommunitycenter.org or 404-508-1050 for more information.

Rental Rates Proposal
05/10/2019

In late March, Danita, Missye, and Valerie provided Mayor and Council with a comparison of our facility rental rates with comparable sized facilities nearby, as well as an analysis of the expense/revenue related to the beach and club house rentals.

Revenues:

2018 Rental Fees	\$22,800
2018 Cleaning Fees	3,400
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Total.....	\$26,200

Expenses:

Personnel Expenses	\$ 8,441
Cleaning Expenses	4,900
Utilities	4,716
Internet/Phone	2,960
Paper Products	655
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Total	\$21,682

In comparing the rental rates, our facility, particularly the beach house, is located on a much more desirable setting, increasing its value. Given the relatively low net profit of the facility (which does not factor in administrative time or facility maintenance due to wear and tear), council consensus seemed to be that a rental rate increase was in order. I propose the following as a way for our facilities to be working on a quality, not quantity, basis. This would reduce the impact to the community by likely decreasing the frequency of rentals.

Proposed changes in light of the comparables:

Current Rates:

Rental Facility	Deposit	Rental Fee	Length of Rental
Beach House	200	400	8 hours
Clubhouse	200	400	8 hours

New Rates (effective on all contracts signed on or after June 1)

Rental Facility	Deposit	Rental Fee	Length of Rental
Beach House (after 4pm)	250	600*	6 hours
Rental ending < 3pm	250	500*	6 hours
Clubhouse	250	500*	6 hours

* add 20% premium fee for holidays and holiday weekends (Memorial day and Labor Day weekend are always busy PL weekends)

No other facility except the Lou Walker Senior Center allots an 8-hour rental block. Most have \$110-\$150/hour rates. A six-hour rental would allow for the possibility of morning and evening events with time for cleaning between.

Residents and business owners currently are permitted a 50% discounted rental once annually at the beach house, and twice of the club house.

Rental Rates Proposal
05/10/2019

From Jean's 10/2018 residential rental agreement memo:

To clarify and be sure we are all on the same page the discounts are as follows:

- A. Gazebo rental – FREE*
- B. Beach House rental – 50% discount for one event per year (discount may be applied for up to seven days for a weeklong event) or equivalent recurring events such as classes*
- C. Club House rental – 50% discount for two events per year (discount may be applied for up to 14 days) or equivalent recurring events such as classes)*
- D. Employees of Pine Lake may use (with 60 days' notice) one free rental day per year subject to facility availability.*

Discounts are for rentals fee only. Renter will be required to pay appropriate cleaning fees and deposit for any discounted space.

I propose allowing non-commercial resident/business owner rentals to be doubled, to two annually of the beach house and four annually of the club house. No fee-generating events would qualify for the additional discounts.

PINE LAKE RENTALS ANALYSIS

Rental Facility	Deposit	Rental Fee	Length of Rental	Furniture	Capacity	AV	Caterer	Bartender	Decor	Security Required	Staff on duty	Set up/Take down	Differences/Restrictions	End Time	Parking
Beech House Clubhouse	200 200	400 400	8 hours 8 hours	YES YES	136 156	NO NO		NO NO	NO NO	After 10 After 10	NO NO	NO NO	Smoking, grilling or candles Smoking, grilling or candles	S-Th-11PM F-S-12AM	Limited
Red Door -Pine Lake	250 Non-refundable	475 625	4 hours/before 6PM 6 hours/after 6PM	YES	50	YES	*\$150	YES	YES	YES	YES	YES	Indoor events only *Additional charge to use your own caterer	2AM	Limited
Georgia Piedmont Conference Center Clarkston, GA	200-250	350-450	6 hours	YES	250-plus	YES	*\$150	Liscenced	*NO	\$250-400	YES	Furniture only	Indoor, theater, and atrium Events *additional when not using a pre-approved caterer *all décor must be pre-approved	11PM	Unlimited
Clarkston Community Center Clarkston, GA	\$50-500	50 -3500	1-10 hours	YES	20-300	\$50-200	NO	Liscenced	NO	NO	YES	YES	Indoor events only Will set up for 20 -300 people w/4 options Conference room/ballroom and theater events	11PM	Complimentary
Lou Walker Ctr Lithonia, GA	350	500	8 hours	YES	250	Yes	YES	Liscenced	YES	YES	YES	YES	Event planner included Officer and Audio Visual are an additional expense Cannot be rented M-F before 6PM	11PM	500 spaces

Valerie Caldwell

From: Sarita Lisa <lprimack@gmail.com>
Sent: Thursday, May 9, 2019 9:43 AM
To: Valerie Caldwell
Subject: Proposed Agenda Item for City Council

Please ask the City Council members to consider amending the distance requirement in section 14.22 of the municipal code to be brought into alignment with section 14.23 of Pine Lake code as well as DeKalb County code and other nearby cities' codes.

In Section 14.23. of Pine Lake's municipal code, it states that "Any resident of the city may raise and maintain one flock of poultry." However, Section 14-22. makes this impossible for the vast majority (if not all) of Pine Lake residents by setting a distance requirement of 250 feet from any house or building where people reside or work. In order for residents to comply with this 250 ft. minimum, a residential lot would have to be at least 500 feet deep and wide, which is much larger than the majority of lots in Pine Lake.

It has been suggested that Pine Lake bring its codes into alignment with surrounding county and city ordinances, that have taken a progressive stance on urban agriculture, encouraging residents to partake in sustainable, local food initiatives. Considering the small size of lots in Pine Lake, some community members have even suggested that the "250" may have been a typo that just needs correcting. A simple amendment to Sec. 14-22 would be to change the "250 feet" to "50 feet." Please see the list of codes below, including Pine Lake's and other surrounding communities.

DeKalb County

Sec. 4.2.7. Chickens and pigeons must be housed at least fifty (50) feet from any residence other than the owner's.

City of Atlanta

Sec. 18-7. - Enclosures for keeping small animals.

Location. Pens or yards where such animals and birds are kept shall be placed at the following minimum distances from any residence or business establishment:

a. Distance from any residence, except that of owner, or any business establishment, 50 feet.

City of Decatur

Sec. 14-8. (1) All houses, hutches, pens, stables, sheds, stalls or enclosures where such livestock, poultry or other fowl are kept shall not be nearer to any houses wherein human beings reside, other than the residence of the person who is the owner of such animals, than a distance equal to the width of the lot upon which the animals are kept, or a minimum distance of 75 feet should the lot be 75 feet or more in width.

Pine Lake

Sec. 14-22. - Keeping; grazing near buildings.

It shall be unlawful for any person to keep or maintain any pen, coop or enclosure for animals or fowl, or to permit any animal or fowl to be kept, maintained or grazed, within 250 feet of any house or building where people reside or work.

This section shall not apply to any house or building on the same premises where such animal or fowl is kept or maintained, nor shall it apply to dogs or cats as household pets, but it shall apply to dog kennels, where more than three dogs are kept.

(Code 1986, § 9-3-4; Ord. No. 103, 2-4-1972)

Sec. 14-23. - Keeping poultry.

(a) Any resident of the city may raise and maintain one flock of poultry, not to exceed in number a total of 30 birds,

within the city limits, composed of any type of poultry, except guinea fowls, provided the flock is maintained on the premises of the resident and in accordance with the distance requirements of section 14-22. Guinea fowls are expressly prohibited since the characteristics and frequency of their call creates a constant and generally annoying disturbance throughout the entire neighborhood.

(b) Any resident maintaining a flock of poultry, as set forth in subsection (a) of this section, shall provide suitable housing facilities, hereinafter referred to as the poultry house, and the flock shall not be released from the poultry house except and unless a "run" is provided and fenced and connected to the poultry house in such a manner as will not permit the fowls to have free range over the entire premises of the owner, but in such a manner as will restrict the entire flock to the confines of the poultry run and house at all times.

(c) A clean and sanitary condition shall be strictly maintained at all times and the poultry house and run opened for inspection by duly authorized members of the police or county health personnel. Failure on the part of the owner to maintain clean and sanitary conditions in and around the poultry house and run, or failure to open such facilities promptly for inspections shall constitute a violation of this article.

(d) Should one or more birds of the flock become injured or killed or cause damage or injury to the person or property of others while outside of the confines of the poultry house or run maintained by the owner for their confinement, the responsibility thereof shall rest solely and entirely with the owner of the flock since the owner is charged herein with the responsibility of keeping his or her flock of poultry within the confines of the poultry house or run at all times.

(Code 1986, § 9-3-5)