CITY OF PINE LAKE
AGENDA
September 28, 2021
7:00 PM
Council Chambers
459 Pine Drive Pine Lake, GA

Call to Order

Announcements/Communication

Adoption of Agenda

CONSENT AGENDA

Adoption of the Minutes of the regular meeting of September 14, 2021 and the report of the September 19, 2021 Planning Retreat.

NEW BUSINESS

Adoption of the Budget to Implement the Food Well Grant Program.
Recommend adoption of the proposed budget to implement the Food Well grant program. Funding is available from the grant.

Adoption of a Service Agreement with Xfinity/Comcast.
Recommend adoption of a service agreement with Xfinity/Comcast for consolidated phone and internet services for City Hall, the Police Department, Club House and Beach House.

Adoption of Resolution R-08-2021 Supporting "GEORGIA CITIES WEEK."
Recommend adoption of Resolution R-08-2021 Supporting "GEORGIA CITIES WEEK."

REPORTS AND OTHER BUSINESS

Public Comments

Staff

Mayor and City Council

Information for "The Pine Lake News" eblast.

Adjournment

CITY OF PINE LAKE
COUNCIL MEETING MINUTES
September 14, 2021
7:00 PM
Council Chambers
459 Pine Drive Pine Lake, GA

Call to Order

The meeting was called to order at 7:00PM by Mayor Melanie Hammet. Present – Mayor Melanie Hammet, Mayor pro tem Jean Bordeaux, Council members Brandy Beavers (electronically), Tracey Brantley, Brandy Hall and Augusta Woods. Also, present were Acting City Administrator Peggy Merriss, Administrative Coordinator Missye Varner and Chief Sarai Y'Hudah-Green. City Attorney Susan Moore was not in attendance.

Announcements/Communication

Mayor Hammet announced that the City Council Planning Retreat Meeting will be on September 19th from 9:30 AM – 3:30PM at the City of Decatur City Commission Meeting Room, 509 North McDonough Street, Decatur, GA.

Mayor pro tem Jean Bordeaux announced that ROKS is working to put together a Bar-B-Que at Poplar Park. The event will be on Sunday, November 6th. The time is to be determined and is geared towards bringing both the community and business owners together to get to know each other. The event is the first at the new public park. Roger Byrd is spearheading the business owner segment of the Bar-B-que.

Council member Woods communicated that she and resident Lynne Nygaard met with Pastor Corwin of Blueprint Church, and he agreed to become a member or ROKS.

Mayor Hammet announced she had met recently with representatives from DeKalb County to discuss how to incorporate more arts, larger community involvement, and potential murals along Rockbridge Road in the future.

Adoption of Agenda

On a motion by Mayor pro tem Bordeaux, seconded Council member Hall, and all council members voting "aye," the agenda was adopted.

CONSENT AGENDA

Adoption of the Minutes of the regular meeting of August 31, 2021.

On a motion by Council member Woods, seconded Mayor pro tem Bordeaux and all council members voting "aye," the consent agenda was adopted.

NEW BUSINESS

Foodwell Grant Implementation/Beach House Entrance/Beach Entrance

Council members Hall and Brantley presented an overview of the Foodwell Grant Implementation/Beach House Entrance/Beach Entrance plan to Council showing the scope of work for the project. Ms. Hall discussed the conceptual plan and offered the services of the Shades of Green Sourcing Manager to order the plantings in mid-October. A meeting will be scheduled for early November to further discuss and confirm the maintenance plan for the project area.

Council member Brantley will coordinate with PLAIN to recruit volunteers and Council member Hall will prepare the budget.

On a motion by Council member Woods, seconded by Council member Brantley and all council members voting "aye," the conceptual plan was accepted.

REPORTS AND OTHER BUSINESS

Public Comments

There were no public comments.

Staff

Acting City Administrator Merriss reported that the employee group health benefits coverage will be with Humana Insurance Company effective October 1, 2021.

Mayor and City Council

Council member Brantley inquired about an update on the Gazebo regarding the two quotes, one to demolish the gazebo and the other to renovate the gazebo by remove the roof and picnic tables. Acting City Administrator Merriss responded that the City was having difficulty securing contractors to provide proposals for smaller projects, so currently there are no quotes. She added that the three general contractors who were contacted to convert the carport at City Hall into a storage space declined to bid because the job was too small or conflicted with their existing schedule. Ms. Merriss stated that referrals for contractors would be appreciated. Council member Hall commented that she may have a general contractor to refer and will have them contact the administration department.

Information for "The Pine Lake News" eblast:

Food Well Grant Implementation Plan adopted by Council
In 2019 the Food Well Alliance awarded a $10,000 City Opportunity Agricultural grant to Pine Lake to implement an urban agricultural project. After a year postponement during the

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pandemic, we have begun moving forward with the plan. City Council approved the conceptual plan developed by Council member Brandy Hall. Construction of the garden will begin in early November, and we are looking for enthusiastic volunteers who want to help create this garden that further identifies Pine Lake as Arts' Natural Habitat.

Permits will not be available at City Hall from Oct. 18, 2021, through Nov. 1st, 2021
Permits (building, tree, fence etc.) will not be available during the period October 18, 2021, through November 1st, 2021, due to staffing issues.

Swimming Season will end Sept 27th.
The 2021 swimming season will end September 27th, after a four-week extension.

Adjournment
On a motion by Council member Brantley, seconded by Mayor pro tem Bordeaux, and all council members voting "aye," the meeting was adjourned at 7:47 pm.

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Missye Varner, Administrative Coordinator

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City of Pine Lake
Beach House
Pine Lake_210922_foodwell grant pricing
9/23/21

1	*Demo (full site)*	*$0*
	Remove section of wall between foot wash and wall bench along existing cinder block wall. Can be completed by public works.	
2	*Water System (full site)*	*$2,012*
	Tap 3 downspouts and route to above ground cistern, at NE corner of Beach House porch. Route overflow to lake. Add spigot to base of tank for water access without pump.	
3	*Site Prep (full site)*	*$1,580*
	Remove sod in all planting areas. Remove shrubbery around Beach House, as identified in design. Sheet mulch planting areas, and add compost and mulch. Backcut edge between planting beds and lawn.	
4	*Hardscaping (full site)*	*$480*
	Build 10'x15' PT 6x6 timber framed picnic area. Infill with recycled concrete 57 gravel and top with crushed slate 'trail mix.' Add step stones through planting beds, as per design.	
5	*Carpentry (full site)*	*$79*
	Build 4x4 post and wire trellis to screen trash area, ~6' above grade. Include 5 high-tensile wires, beginning 1' above grade, and continuing to 6'. Build 2x12 wooden bench top to existing cinder block wall, as per design. Add decking to footwash area. Build arbor over entrance to garden.	
6	*Planting (full site)*	*$5,266*
	Plant all plants according to design.	
	Total	*$9,417*

Plant List

Pine Lake_210922_foodwell grant pricing				
Line item	Common	*Latin*	Qty	Size
6	mayhaw	*Crataegus opaca/aestivalis*	2	15g
6	paw paw	*Asimina triloba*	3	7g
6	blueberry	*Vaccinium vergatum*	6	3g
6	pineapple guava	*Acca sellowiana*	3	3g
6	sea tomato rose	*Rosa rugosa*	3	1g
6	St. John's wort, shrubby	*Hypericum prolificum*	15	1g
6	rosemary	*Rosmarinus officinalis*	3	3g
6	blackberry	*Rubus spp.*	11	1g
6	passion flower	*Passiflora incarnata*	3	1g
6	hardy kiwi	*Actinidia arguta*	2	1g
6	English lavender	*Lavandula angustifolia*	9	1g
6	little bluestem	*Schizachyrium scoparium*	40	1g
6	mountain mint	*Pycnanthemum muticum*	30	1g
6	purple coneflower	*Echinacea purpurea*	30	1g
6	ironweed, threadleaf	*Vernonia lettermannii*	8	1g
6	rush	*Juncus spp.*	15	plug/4"
6	strawberry	*Fragaria x ananassa*	10	plug/4"
6	chives	*Allium schoenoprasum*	10	plug/4"
6	catmint	*Nepeta x faassenii*	18	1g
6	blackeyed susan	*Rudbeckia hirta*	18	1g
6	blazing star	*Liatris spicata*	24	1g
6	Joe Pye weed	*Eutrochium purpureum*	20	1g
6	milkweed, swamp	*Asclepias incarnata*	15	1g
6	red twig dogwood	*Cornus sericea*	5	3g
6	Russian sage	*Perovskia atriplicifolia*	20	3g
6	New York ironweed	*Vernonia noveboracensis*	7	1g
6	day lily	*Hemerocallis fulva*	23	1g
6	ajuga	*Ajuga reptans*	23	plug/4"
6	fern, ostrich	*Matteuccia struthiopteris*	17	3g
6	fern, autumn	*Dryopteris erythrosora*	17	3g
6	milkweed, butterfly	*Asclepias tuberosa*	18	1g
6	muhly grass	*Muhlenbergia capillaris*	19	3g

PINE LAKE GEORGIA
Arts' Natural Habitat

Memo

From: Missye Varner, Administrative Coordinator

Date: September 23, 2021

Re: Approval of a Quote for Phones & Internet Services

The purpose of this memorandum is to recommend approval of a quote from Comcast for City telephone and internet service for all departments.

The City currently has three different vendors for its telephone and internet services. City Hall and Court Services has its telephone service with Ring Central and internet service with Comcast. The Beach House and the Club House has internet service only with Comcast. The Police Department has AT & T for phone and internet service and their telephone service contract has expired.

The Police Department has a phone system that is 15 years old and will get a new business system as well as Court and City Hall. Below is what is included in Comcast's quote:

- **Voice lines and Phone Handsets Included**
  City Hall – 5 lines
  Court Services – 2 lines
  Police Department - 3 lines and 1 hardline

- **Internet Service**
  Police Department – 100mb (same as they currently have)

With this being said, here what the City pays per month:

- City Hall, Court, Beach House & Club House pays $678.44
- Police Department pays $735.64

Current Total payment per month for all City services is **$1,414.08**

Please note that A&T does not offer internet to the Beach House and the City will have to get internet from Comcast thus resulting in have two vendors as well.

Comcast Quote: $1,263.97 *(Includes all services & new phone system, 36-month contract term; free installation within 30 days)*

AT & T Quote: $1,252.84 *(Includes phone service only & new phone system. Will have to get internet from Comcast and is included in this quote for Beach House+postage to mail out a separate check; 36-month contract term; installation within 30 days) Installation is $100 for Clubhouse internet only but the City get it back in the form of a $100 Visa gift card and with free installation for phone system)*

The difference to use one vendor for all services is $11.13. Comparted to our current costs the City will save $150 per month for services and get a brand new business phone system for the Police Department.

Approval for entering into an agree with COMCAST BUSINESS for telephone and internet services is recommended.

COMCAST/XFINITY	Currently pays	COMCAST Quote Features	Quote
Current Service & Location	**Total Monthly Payments**	**Quotation**	**NEW Total Monthly Payments for City Hall/Court & Police, Club House & Beach House (includes quote phones&service/handsets and existing internet service for CH/BH/ClubHouse ($798.10+179.13+132.99+153.55)**
Internet @ City Hall & Court	$ 179.13	New to include Voice VOIP Lines and Handsets for City Hall/Court/Police $ 768.10 per quote (this includes the Police Dept getting Xfinity Internet)	**$ 1,263.77**
Internet @ Beach House	$ 132.99		
Internet @ Club House	$ 153.55		
Ring Central Phones for City Hall & Court	**$ 212.77**		
Current Total for internet & Phones for City Hall and Court	**$ 678.44**		

A T & T	Currently Pays	AT & T Quote Features	Quote
Police Department has 100 mb internet			
			NEW Total Monthly Payments for City Hall/Court & Police&Club House includes quote phones& service /handsets and existing internet service for Police/CH/ClubHouse. AT&T does not provice internet serivce at BH($916.06+132.99 with AT&T)
	$ 144.00	New quote includes an alternate hosted VOIP/purchase of new Yealink for CH/Court & Police Dept and Internet service $866.06	
** Note-Police Dept has phone service with ATT and the contract has expired		Club House $50 and Beach House internet has to be Comcast for $132.99 because AT&T does not have service there	**$ 1,252.84**
The phone system is over 15 yrs old	$ 591.64		
Current Total for Internet and phones for Police Dept	**$ 735.64**		

AT & T Quote	
Total Monthly for CH/CH/Court/Police	$ 1,252.84

COMCAST Quote	
Total Monthly for CH/BH/CH/Court/Police	$ 1,263.97

Current Total Payments for CH/BH/CH/Court/Police	**$ 1,414.08**

With Comcast there will be a savings of $150.11 per month/$1,801.32 per year

RESOLUTION NO. R-08-2021

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF PINE LAKE, GEORGIA, RECOGNIZING GEORGIA CITIES WEEK, OCTOBER 3-9, 2021.

WHEREAS, city government is the closest to most citizens, and the one with the most direct daily impact upon its residents; and,

WHEREAS, city government is administered for and by its citizens, and is dependent upon public commitment to and understanding of its many responsibilities; and,

WHEREAS, city government officials and staff share the responsibility to pass along their understanding of public services and their benefits; and,

WHEREAS, Georgia Cities Week is a very important time to recognize the important role played by city government in our lives; and,

WHEREAS, this week offers an important opportunity to spread the word to all the people of Georgia that they can shape and influence the government which is closest to the people; and,

WHEREAS, the Georgia Municipal Association and its member cities have joined together to teach students and others about municipal government through a variety of means; and,

WHEREAS, Georgia Cities Week offers an important opportunity to convey to all people of Georgia that they can shape and influence government through civic involvement.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Pine Lake that October 3-9, 2021 is declared Georgia Cities Week.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Mayor and Council of the City of Pine Lake that all people, City government officials and staff do everything possible to ensure that this week is recognized and celebrated accordingly.

ADOPTED this 28th day of September, 2021.

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Melanie Hammet, Mayor

Attest:

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Peggy Merriss, Acting City Administrator