

**CITY OF PINE LAKE
AGENDA
June 14, 2022, 7:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA**

Call to Order

Announcements/Communication

Adoption of Agenda of the Day

Adoption of the Minutes of the regular meeting of May 31, 2022

Public Comments

OLD BUSINESS

A. Facility Rental – Club House

NEW BUSINESS

- A. Resolution R-5-2022 – A Resolution to Renew the Service Delivery Strategy for the City of Pine Lake and DeKalb County, Ga. – For Approval
- B. Ordinance 2022-02 - To Amend Chapter 22 of the City Code of Ordinances to Prohibit Private Decentralized Wastewater Systems – First Read
- C. Ordinance 2022-03 – To Set the Millage Rate for Property Taxation for Fiscal Year 2022 – First Read
- D. PLAIN 4th of July PICNIC – Request for City Sponsorship – Food for Event

REPORTS AND OTHER BUSINESS

Public Comments

Staff

Mayor

City Council

Information for “The Pine Lake News” eblast.

Adjournment

**CITY OF PINE LAKE
CITY COUNCIL MINUTES
May 31, 2022, 7:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA**

Call to Order - Mayor Melanie Hammet called the meeting to order at 7:00 pm.

Present: Mayor Hammet, Mayor pro tem Jean Bordeaux and Council members Brandy Beavers, Tracey Brantley, and Augusta Woods. City Administrator ChaQuias Miller-Thornton and Administrative Coordinator Missye Varner were also present. Council Member Brandy Hall, City Attorney Susan Moore and Chief of Police Y'Hudah-Green were not present.

Announcements/Communication

Mayor Hammet made the following:

- Council Meeting agendas packet are posted to the website on the Friday before the scheduled meetings and agendas are posted at the community sites as well. Administrative Coordinator Varner providing the locations of the community sites.
- Communicated that on May 26th she attended the Certified Public Manager Program graduation ceremony for Chief of Police Y'Hudah-Green at the University of Georgia's Carl Vinson Institute of Government. Chief Green attended a nine- month program and graduated as scheduled. This intensive multi-part program allows students to learn about themselves, their organization and how to lead and manage more effectively.
- Communicated that the Town Hall on May 25th was an immense success and extremely helpful. She also thanked Administrator ChaQuias Miller-Thornton for having DeKalb County Tax Assessors Office present to provide a presentation on taxation.
- Welcomed special guest Master Taylor Sneed who is a nine-year-old star student in DeKalb County.

Adoption of Agenda

Mayor amended the agenda by removing Item A - Microbial Testing Agreement – Speed Laboratory, Inc. - \$66 per week under New Business. Mayor Pro tem Bordeaux motioned to adopt the amended agenda, seconded by Council Member Brantley; and all present voting “aye,” the amended agenda was approved.

Adoption of the Minutes of the regular meeting of May 10, 2022, and the special called meeting of May 24, 2022

**CITY OF PINE LAKE
CITY COUNCIL MINUTES
May 31, 2022, 7:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA**

On a motion by Council Member Woods; second by Mayor Pro tem Bordeaux; and all present voting “aye,” the minutes were adopted.

Public Comments

Copies of the Public Comments are on file in City Hall for reviewing. Please email missyevarner@pinelakga.net to request copy or call at 404-999-4931 to schedule an appointment to review the copy on file.

OLD BUSINESS

A. None.

NEW BUSINESS

A. Facility Rental – Beach House/Clubhouse

Mayor Pro tem Bordeaux motioned to consider rentals of the Club House only for residents at the current rates and hiring a Facilities Manager at a lesser rate to manage the facility, with date set for resuming Club House rentals at subsequent session of Council, seconded by Woods.

The motion carried with Mayor pro tem Bordeaux, and Council Members Brantley, and Woods voting “aye” and Council Member Beavers voting “nay.”

Mayor Pro tem Bordeaux motioned to define community events as P.L.A.I.N. and City sponsored events with no cover charges.

The motion carried with Mayor pro tem Bordeaux, and Council Members Brantley, and Woods voting “aye” and Council Member Beavers voting “nay.”

B. Resolution R-5-2022 – A Resolution to Renew the Service Delivery Strategy for the City of Pine Lake and DeKalb County, Ga.

Recommend adoption of Resolution R-05-22 to Renew the Service Delivery Strategy for the City of Pine Lake and DeKalb County, Ga.

No action was taken on this item as Council will review and take the vote at the June 14th City Council meeting.

**CITY OF PINE LAKE
CITY COUNCIL MINUTES
May 31, 2022, 7:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA**

C. Adoption of a Tentative 2022 Millage Rate

Motion made by Mayor Pro tem Bordeaux to adopt the tentative millage rate of 19.324. This rate will act as a place-keeper as Council potentially receives additional information on the tax digest from DeKalb County and as the Administration continues to analyze digest and budget data. The final rate can be lower than this rate but cannot be higher. The final rate will be adopted at the June 28, 2022, City Council Meeting.

Prior to the adoption, three public hearings are scheduled:

- Tuesday, June 21, 2022, at 11:00am and 6:00pm
- Tuesday, June 28, 2022, at 7:00pm.

The motion was seconded by Council Member Woods. The motion carried with Mayor pro tem Bordeaux, and Council Members Brantley, and Woods voting “aye” and Council Member Beavers voting “nay.”

REPORTS AND OTHER BUSINESS

Public Comments

Copies of the Public Comments are on file in City Hall for reviewing. Please email missyevarner@pinelakega.net to request copy or call at 404-999-4931 to schedule an appointment to review the copy on file.

Staff

City Administrator Miller-Thornton reported the following:

- DeAndre Hodges began full-time work report in Public Works as a Laborer on May 26th
- Advertisement of the tentative millage rate will be in upcoming days
- Art Work contest has lost momentum and ask the children of the community to submit their art work by June 10th. Please visit the website for an application at www.pinelakega.net

Mayor

Mayor complimented Master Sneed on his excellent behavior during the meeting.

**CITY OF PINE LAKE
CITY COUNCIL MINUTES
May 31, 2022, 7:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA**

City Council

There were not any City Council comments.

Information for “The Pine Lake News” eblast.

Swimming Hours Amended by Council

In response to public safety concerns, Council held a special called meeting on May 24th, to change the swimming hours:

From:

- Morning Session: 6:00 AM – 12:00 Noon
- Afternoon Session: 3:00 PM – 9:00 PM

To:

- Morning Session: Dawn – 12:00 Noon
- Afternoon Session: 3:00 PM – Dusk

The Beach will open for swimming on June 2nd and close on Sept. 26.

Chief Green Completes Certified Public Manager Program

On May 27th, Police Chief Sarai Y'Hudah-Green celebrated completion of the Certified Public Manager Program sponsored by the Carl Vinson Institute of Government. This intensive multi-part program allows students to learn about themselves, their organization and how to lead and manage more effectively.

Individuals completing the 300-hour program receive a Public Manager Certificate from the University of Georgia. We congratulate the Chief on this exceptional accomplishment.

Tentative Millage Rate Set

A tentative millage rate of 19.324 has been set by Council. This rate will act as a place-keeper as Council receives additional information on the tax digest from DeKalb County. The final rate can be lower than this rate but cannot be higher. The final rate will be adopted at the June 28th, 2022, Council meeting. Prior to the adoption, three public hearings are scheduled: Tuesday, June 21st, 2022, at 11:00am and 6:00pm, and Tuesday, June 28th, 2022, at 7:00pm. For additional information see the 5-31-22 agenda packet.

**CITY OF PINE LAKE
CITY COUNCIL MINUTES
May 31, 2022, 7:00 PM**

**Council Chambers
459 Pine Drive, Pine Lake, GA**

Water Conservation Art Contest for kids K -12

The purpose of the contest is to provide young people with an avenue to gain a better appreciation for our environment through the concept of water conservation and by sharing this caring sentiment through artwork. Contest Flyer Contest is open to any student in grades K-12 (age 5-18) and will run from May 15 – June 10. Entry Form Some helpful publications:

[Clean and Conserve Water Booklet](#) [EPA WaterSense Coloring Book](#)

Adjournment

On a motion by Council Member Brantley; second by Mayor Pro tem Bordeaux; and all present voting “aye,” the meeting was adjourned at 9:01pm.



Memo

To: Mayor and City Council
From: ChaQuias Thornton, City Administrator
Date: June 9, 2022
Re: Facility Rentals

Old Business Item A. – 06/14/2022 Regular Meeting of Mayor and Council

On May 31, 2022, Council voted to resume Club House rentals only, limiting rentals to residents only, at the current fee schedule, with a date to resume rentals to be determined after Administrative determination of the availability and cost of a facility's coordinator. Beach House use is limited to events hosted/sponsored by the City and/or PLAIN. Currently Facility Rental Rates and Rules can be found at:

<https://pinelakega.sophicity.com/FacilityRentals.aspx?menu=Departments%20and%20Services>

I have met with Doneta Roberts, previous facility's coordinator for the City, and she has consented to resuming duties to manage rental of the Club House facility at a bi-weekly rate of \$172.50 (50% of the previous rate of managing rental of all facilities). The rate will also include management of the Beach House facility for PLAIN and City Sponsored events.

FYI. Facilities Committee has been established, with members having been appointed by Mayor Melanie Hammet. Council Member Brandy Beavers has been appointed as the Council Liaison for the group. Committee Members are:

Brandy Beavers – Council Liaison
Maggie Anderson
Jan Christiansen
Stephanie Kolher
Holly Mitchell
Megan Pulsts

ITEM HISTORY

New Business Item B. – 05/31/2022 Regular Meeting of Mayor and Council

According to the meeting minutes of the February 22, 2022 – as approved:

“On a motion by Mayor Pro tem Bordeaux; second by Council Member Brantley and all voting “aye”, beginning April 1, 2022, the Club House and Beach House will be open to Pine Lake

residents for community-wide events only at no charge with a two-week notice provided to the City. Rentals will be considered at a later date.”

Several residents and stakeholders have inquired about use of the facilities.

The item will be brought forward in discussion on Tuesday, May 31, 2022.

Thank you,

CMThornton



Memo

To: Mayor and City Council
From: ChaQuias Thornton, City Administrator
Date: June 9, 2022
Re: Service Delivery Strategy Update – Resolution – R-5-2022

New Business Item A.- Resolution R-5-2022

On May 31, 2022 Council discussed the DeKalb County Service Delivery Strategy Update. It was determined that inaccuracies were shown on the County/City service matrix. There were three service delivery areas in the Planning & Related sub-categories that were depicted on the matrix as N/A but should be depicted as D (Direct). The areas were Community Development, Economic Development and Code Enforcement/Beautification. I reached out to DeKalb County Deputy Director of Planning Services and apprised him of the inaccuracies. The service matrix has been updated and the revised version is attached.

Additionally, I have communicated with DeKalb's planning office regarding its review of the draft City of Pine Lake Resolution R-5-2022. I was advised that review comments will be presented to me on Friday, June 10th, 2022. I will provide any comments to Council in advance of Council's consideration of the resolution for approval on June 14th, 2022.

Please do contact me if you should have any questions or comments regarding.

CMT

ITEM HISTORY

New Business Item C. – 05/31/2022 Regular Meeting of Mayor and Council

As presented in the 04/26/2022 City Administrator's report, the Administration Office has received correspondence from the DeKalb County Planning and Sustainability Department that DeKalb County is undertaking the development and adoption of its 2050 Unified Plan. This effort will combine two traditional comprehensive planning documents. (The Comprehensive Land Use Plan and The Comprehensive Transportation Plan) The Georgia Department of Community Affairs (DCA), Community & Economic Development Division has advised DeKalb County staff that DeKalb County's Service Delivery Strategy must be updated as a part of the 2050 Unified Plan effort.

Please see attached, the following documents for review:

- Fact Sheet – Provides a summary of what the Service Delivery Strategy Agreement is.
- SDS Summary Matrix – Updated.
- Acknowledgement Form (attached) – This is a tool designed to get quick responses to help update SDS information. If a change to a service has occurred, use the “Acknowledgement Form” to record your responses.
- Resolution Draft (attached) – This final draft form of the document. Each city council must approve the strategy through resolution in order to obtain approval of the strategy by Georgia Department of Community Affairs (DCA).

Please do not hesitate to contact me if you should have questions or concerns regarding the information that is provided within this memorandum.

Thank you,

CMThornton

RESOLUTION R-05-2022

**A RESOLUTION TO RENEW THE SERVICE DELIVERY STRATEGY
FOR THE CITY OF PINE LAKE AND DEKALB COUNTY,
AND FOR OTHER PURPOSES.**

WHEREAS, O.C.G.A. § 36-70-20 *et seq.* requires Georgia counties and municipalities to adopt a local government service delivery strategy; and

WHEREAS, DeKalb County has worked with the cities located wholly or partially within DeKalb County, including the City of Pine Lake, to develop a service delivery strategy; and

WHEREAS, O.C.G.A. § 36-70-25(b) provides that approval of a service delivery strategy shall be accomplished by adoption of a resolution;

- (1) By the DeKalb County governing authority;
- (2) By the governing authority of municipalities within DeKalb County which have a population of 9,000 or greater within the county;
- (3) By the municipality which serves as the DeKalb County site if not included in paragraph (2) of this subsection; and
- (4) By no less than 50% of the remaining municipalities within DeKalb County which contain at least 500 persons within the county if not included in paragraph (2) or (3) of this subsection; and

WHEREAS, DeKalb County and the City of Pine Lake have reviewed and revised the previously adopted service delivery strategy and now seek to adopt the service delivery strategy attached hereto.

NOW, THEREFORE, BE IT RESOLVED, by the governing authority of the City of Pine Lake, Georgia, that the City of Pine Lake adopts as its service delivery strategy the documents attached hereto marked Attachment A and entitled the “Service Delivery Strategy for DeKalb County.” Such strategy shall remain in force and effect until October 31, 2026 unless the City of Pine Lake is authorized by law to terminate such strategy and elects to do so. The Mayor of the City of Pine Lake is authorized to execute all necessary documents so long as they substantially comply with this Resolution.

BE IT FURTHER RESOLVED that any and all resolution or any part thereof in conflict with this Resolution are hereby repealed. This Resolution shall be effective immediately upon its adoption and execution.

ADOPTED by the Council of the City of Pine Lake, this 31st day of May, 2022.

Melanie Hammet
Mayor , City of Pine Lake, Georgia

ATTEST:

ChaQuias M. Thornton, City Admin/City Clerk

DeKalb County Service Delivery Strategy 2022

Summary of Services in DeKalb County Cities

General Services	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Finance	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Purchasing	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Information Technologies	D	D	D	D	D	D	D	D	D	D	D	D	D	D
GIS (Basic)	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Parcel Creation	D/DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	D
Parcel Maintenance	D/DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	D
GIS (Non-Basic)	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Specialized Data/Mapping	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Elections	DC	DC	IG-DC	DC	DC	D/DC	DC	DC	DC	DC	DC	D/DC	DC	D
Personnel	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Property Tax Collections/ Tax Billing	DC	DC	DC	DC	DC	D	DC	DC	DC	DC	DC	DC	DC	D
Legal/Judicial Services	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Public Defender	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Solicitor	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Local Government Attorney	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Public Safety	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Police (Basic)	D	D	D	D	D/DC	D	D	D	D/DC	D/DC	D	DC	DC	D
Police (Non-basic)	D	DC	D	DC	DC	DC	D	D	DC	DC	DC	DC	DC	D
Animal Control	DC	DC	DC	DC	DC	D/DC	D/DC	DC	DC	DC	DC	DC	DC	D
Fire Services	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Fire & Rescue	D	DC	DC	DC	DC	D	DC	DC	DC	DC	DC	DC	DC	D
Fire Inspections	D	D/DC	D/DC	DC	DC	D	DC	DC	DC	DC	D/DC	DC	DC	D
Fire Prevention/ Marshal	D	D/DC	D/DC	D?DC	DC	D	DC	D/DC	DC	DC	D/DC	DC	DC	D
EMS	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	D
General	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Sheriff /Jail & Evictions	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	D
Marshal/ Real Estate & Warrants	DC	D/DC	DC	DC	DC	D/DC	DC	DC	DC	D/DC	DC	DC	DC	D
911	D	DC	D	D	DC	D	D	A	DC	DC	DC	DC	DC	D
Dispatch	D	DC	D	D	D	D	D	A/DC	DC	DC	DC	DC	DC	D
Medical Examiner	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	D
Emergency Management	DC	DC	DC	DC	DC	D/DC	D/DC	DC	DC	D/DC	DC	DC	DC	D
Radio System	D	DC	DC	DC	DC	DC	D/DC	D	DC	DC	DC	DC	DC	D
Planning / Development	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Strutural Inspections / Permits	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Plans Review	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Electrical Inspection	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Building Inspection	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Plumbing Inspection	D	D	D	D	D	D	D	D	D	D	D	D	D	D
HVAC Inspection	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Land Development	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Plan Review Coordination	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Land Development Plan Review	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Land Development Inspection	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Final Plat Processing	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Permits and Zoning	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Building Permits	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Plans Review	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Zoning Review	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Trade Permits	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Certificate of Occupancy	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Planning & Related	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Planning / Zoning	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Business & Alcohol License	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Community Development - CDBG	D	D	DC	DC	DC	DC	DC	N/A	DC	D	DC	DC	DC	D
Economic Development	D	D	D	D	D	D/A	D/A	D	D	D	D	A	D	A
Code Enforcement/Beautification	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Public Housing	A	N/A	N/A	N/A	A	A	A	N/A	A	N/A	A	A	A	A

DeKalb County Service Delivery Strategy 2022

Summary of Services in DeKalb County Cities

Public Works	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Water Treatment / Water Distribution	DC	These services are provided by DeKalb County as an enterprise fund paid for by users fees. There is no fee differential between customers living in incorporated cities and unincorporated DeKalb County.												D
Wastewater Collection & Treatment	DC													D
Sanitation	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Refuse Collection	D	D	DC	D	D	D	D	DC	DC	DC	DC	DC	DC	D
Landfill	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	D
Recycling Programs	D	D	DC	D	D	D	D	DC	D/DC	DC	DC	DC	DC	D
Roads & Drainage	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Street Construction	D	D	D	D	D	D	D	D	D	D	D	D/DC	D/DC	D
Street Maintenance	D	D	D	D	D	D	D	D	D	D	D	DC	DC	D
Street Cleaning	D	D	D	D	D	D	D	D	D	D	D	DC	DC	D
Traffic Signaling	D	DC	D	D	D	DC	DC	D	DC	DC	DC	DC	DC	D
Street Signage	D	D	D	D	D	D	D	D	D	D	D	DC	DC	D
Storm Water	D	D	D	D	D	D	D	D	D	D	D	DC	DC	D
Cemetery	D	D	DC	DC	DC	D	DC	DC	DC	DC	D	DC	DC	D
Transportation	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Development Permit Reviews	D	D	D	D	D	D	D	D	D	DC	D	D	D	D
Utility Encroachment Permitting	D	D	D	D	DC	D	D	D	DC	DC	D	DC	DC	D
Transportation Planning	D	D	D	D	D	D	D	D	D	D	D	DC	DC	D
Traffic Calming Program	D	D	D	D	D	D	D	D	DC	DC	DC	DC	DC	D
TC - Design and Petition ONLY!	D	D	D	D	D	D	DC	D	DC	DC	D	DC	DC	D
Airport	D	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	D
Leisure Services	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Parks	D	D	D	D	D	D	D	D	D/DC	D	D	D	D	D
Recreation Programs	D	D	D	D	D	D	D	D	DC	D	D	D	D	D
Libraries	DC	DC	DC	DC	DC	DC	D/DC	DC	DC	DC	DC	DC	DC	D
Health and Social Services	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Physical Health / Environmental Health	N/A	These services are provided by DeKalb County and paid for by general funds. There is no fee differential between customers living in incorporated cities and unincorporated DeKalb County.												D
Hospital	N/A													D
Mental Health / Substance Abuse	N/A													D
Welfare	N/A													D
Senior Services	N/A													D

D: Direct (Jurisdiction provides its own service)
 DC: DeKalb County (The County is the sole provider of service)
 A: Authority

Service Categories / Cities (Groups of like services)
 Sub-Categories / Cities (More detailed services that require additional grouping)



SERVICE DELIVERY STRATEGY
FORM 4: Certifications

Instructions:

This form must, at a minimum, be signed by an authorized representative of the following governments: 1) the county; 2) the city serving as the county seat; 3) all cities having a 2000 population of over 9,000 residing within the county; and 4) no less than 50% of all other cities with a 2000 population of between 500 and 9,000 residing within the county. Cities with a 2000 population below 500 and local authorities providing services under the strategy are not required to sign this form, but are encouraged to do so.

COUNTY: DEKALB

DRAFT

We, the undersigned authorized representatives of the jurisdictions listed below, certify

1. We have executed agreements for implementation of our service delivery strategy and the attached forms provide an accurate depiction of our agreed upon strategy (O.C.G.A. 36-70-21);
2. Our service delivery strategy promotes the delivery of local government services in the most efficient, effective, and responsive manner (O.C.G.A. 36-70-24 (1));
3. Our service delivery strategy provides that water or sewer fees charged to customers located outside the geographic boundaries of a service provider are reasonable and are not arbitrarily higher than the fees charged to customers located within the geographic boundaries of the service provider (O.C.G.A. 36-70-24 (2)); and
4. Our service delivery strategy ensures that the cost of any services the county government provides (including those jointly funded by the county and one or more municipalities) primarily for the benefit of the unincorporated area of the county are borne by the unincorporated area residents, individuals, and property owners who receive such service (O.C.G.A. 36-70-24 (3)).

JURISDICTION	TITLE	NAME	SIGNATURE	DATE
<u>DEKALB COUNTY</u>	CEO	Michael Thurmond		
<u>CITY OF ATLANTA</u>	Mayor	Andre Dickens		
<u>AVONDALE ESTATES</u>	Mayor	Jonathan Elmore		
<u>CITY OF BROOKHAVEN</u>	Mayor	John Ernst		
<u>CITY OF CHAMBLEE</u>	Mayor	R. Eric Clarkson		
<u>CITY CLARKSTON</u>	Mayor	Beverly H. Burks		
<u>CITY OF DECATUR</u>	Mayor	Patti Garrett		
<u>CITY OF DORAVILLE</u>	Mayor	Joseph Geierman		
<u>CITY OF DUNWOODY</u>	Mayor	Lynn Deutsch		
<u>CITY OF LITHONIA</u>	Mayor	Shameka Reynolds		
<u>CITY OF PINE LAKE</u>	Mayor	Melanie Hammet		
<u>STONE MOUNTAIN</u>	Mayor	Beverly Jones		

<u>CITY OF TUCKER</u>	Mayor	Frank Auman		
<u>CITY OF STONECREST</u>	Mayor	Jazzmin Cobble		



Memo

To: Mayor and City Council
From: ChaQuias Thornton, City Administrator
Date: June 9, 2022
Re: Ordinance 2022-02 Prohibit Private Decentralized Wastewater Systems

New Business Item D. – 06/14/2022 Regular Meeting of Mayor and Council

To satisfy MS4 and North Georgia Water Conservation District requirements, the City is required to adopt ordinance language prohibiting private decentralized wastewater systems. A 'private decentralized wastewater system' means any privately owned wastewater collection, treatment, or disposal system:

- (1) Serving more than one residential lot or business; or
- (2) That has a daily flow in excess of 2,000 gallons per day; or
- (3) That transfers flows between more than one parcel or tract of land.

The language of the attached draft ordinance will prohibit such private decentralized wastewater treatment systems within the City of Pine Lake, stating that systems that treat wastewater generated by more than one property or residence are not safe or appropriate within the City of Pine Lake.

First Read of the ordinance is scheduled for June 14th, 2022 and Second Read of the ordinance will be scheduled for June 28th, 2022.

Thank you,

CMThornton

ORDINANCE NO. 2022-02

AN ORDINANCE BY THE CITY OF PINE LAKE TO AMEND CHAPTER 22 OF THE CITY CODE OF ORDINANCES TO PROHIBIT PRIVATE DECENTRALIZED WASTEWATER SYSTEMS; TO REPEAL CONFLICTING ORDINANCE; TO ESTABLISH AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, pursuant to state law, the City of Pine Lake is a member of the North Georgia Water Planning District ("District") and is required by O.C.G.A. § 12-5-583(e) to implement the District's plans; and

WHEREAS, the District has adopted a Wastewater Management Plan that addresses wastewater collection system inspection and maintenance and the use of private decentralized systems that treat wastewater generated by more than one property or residence: and

WHEREAS, such private decentralized wastewater systems that treat wastewater generated by more than one property or residence are not safe or appropriate within the City of Pine Lake; and

WHEREAS, the City Council desires to and is required to prohibit such private decentralized wastewater treatment systems within the City of Pine Lake.

NOW THEREFORE, BE IT ORDAINED by the City of Pine Lake, as follows:

Section 1. City Code Section 22-3 is hereby amended to strike the existing language and insert in lieu thereof the following:

"Private decentralized wastewater systems prohibited.

(a) A 'private decentralized wastewater system' means any privately owned wastewater collection, treatment, or disposal system:

- (1) Serving more than one residential lot or business; or
- (2) That has a daily flow in excess of 2,000 gallons per day; or
- (3) That transfers flows between more than one parcel or tract of land.

(b) The construction, permitting, or maintenance of a private decentralized wastewater system is prohibited within the boundaries of the City of Pine Lake."

Section 2. The various clauses and subsections of this ordinance are intended to be severable. Should any of the provisions of this ordinance be deemed invalid by a court of competent jurisdiction, it is the intent of the City Council that the remaining provisions remain in full force and effect.

Section 3. All ordinances and portions of ordinances in conflict with the terms of this ordinance are hereby repealed as to the subject matter of this ordinance.

Section 4. This ordinance shall become effective upon its approval by the City Council, signature by the Mayor, and approval as to form by the City Attorney.

ADOPTED this ____ day of _____, 2022.

MAYOR AND CITY COUNCIL OF PINE LAKE, GEORGIA

Mayor Melanie Hammet

ATTEST:

ChaQuias M. Thornton, City Admin/City Clerk
(SEAL)

Approved as to Form:

Susan J. Moore, City Attorney



Memo

To: Mayor and City Council
From: ChaQuias Thornton, City Administrator
Date: June 9, 2022
Re: Ad Valorem Tax/Millage Rate 2022 – Ordinance 2022-03

New Business Item C. – Ordinance 2022-03

On May 31, 2022 council consented to set tentative 2022 millage rate at the 2021 rate of 19.324 mils with the understanding that additional digest data and budget analysis would be completed prior to final adoption of the rate as scheduled for June 28th, 2022. The 19.324 is 1.856 mils higher than the rollback back rate of 17.468 mils and would result in a 10.63% increase.

Attached, please find draft of Ordinance 2022-03 to set the millage rate for 2022 ad valorem property taxation. Sections 6.11 of the City Charter and 26-56 of the City's Code of Ordinances provides that the council shall annually set the rate by ordinance. Ordinances require 2 official reads of Council. First Read is scheduled for June 14th, 2022 and Second Read is scheduled for June 28th, 2022.

The Administration has requested appeal value and approved valuation for properties in Pine Lake for which appeals have been filed over the past three years. To-date, the Administration is awaiting responsive information from the Assessor's Office regarding the request. Further digest analysis and budget estimations will be accomplished as the Administration receives the request information. The Council will be presented with the Administration's findings and recommendations. It is anticipated that updated recommendation will be presented to Council in advance of the first public hearing on the Notice of Property Tax Increase scheduled for June 21st, 2022.

FYI. Posting and publication requirements for taxation have been accomplished to-date. Notice of Property Tax Increase and 5-year History are scheduled to run in the June 9th edition of the DeKalb Champion news publication and postings can be found on the city's website by visiting any of the following links:

<https://pinlakega.sophicity.com/>
<https://pinlakega.sophicity.com/PropertyTax.aspx>
<https://pinlakega.sophicity.com/LegalNotice.aspx>

DeKalb Champion publication of the Notice of Property Tax Increase is also scheduled for the June 16th edition of the newspaper.

ITEM HISTORY

New Business Item D. – 05/31/2022 Regular Meeting of Mayor and Council

On May 25, 2022, DeKalb County Tax Assessors Office released preliminary Consolidation and Revaluation Reports to the DeKalb cities as of 05/17/2022. Based on computation of the millage rate using relative digest data, the Administration makes the following recommendation:

The Revaluation Report submitted by the County as of 05/20/2022 represents a 11.31% increase in real property value and a 5.45% increase in personal property value for 2022. These percentages represent a change in real property tax digest of \$3,611,472, from \$31,938,672 in 2021 to \$35,550,144 in 2022, and a change in personal property digest of \$20,549, from \$377,102 in 2021 to \$397,651 in 2022. \$3,402,592 of this change represents the reassessment (revaluation) of existing real property.

In 2021 Pine Lake adopted a mil rate of 19.324. The mil rate that will render the same amount of revenue in 2022 as billed in 2021, based on current year's valuation of property, is calculated at 17.468 mils. This rate is known as the roll back rate. The following table shown on page 2 provides the estimated revenue versus budget scenario based on the 05/17/2022 consolidated values at the current mil of 19.324, the roll back rate of 17.468, and a rate of 18.215.

Description	5/20/2022					
Taxable Real Property	35,550,144					
Exempt Veterans	0					
Exempt Widows of Veterans	0					
Exempt Seniors	0					
Appeals Differential Value	-					
Real Property Digest	35,550,144					
Taxable Public Utility						
Taxable Public Utility	404,227					
Taxable Motor Vehicle						
Taxable Motor Vehicle	100,300					
Taxable Personal Property Value						
Taxable Personal Property Value	397,651					
Estimated Adjustments	-					
Adjusted Value	397,651					
		Rev As Billed	Revenue	Rev As Billed	Revenue	
	Taxable Digest	19.324 mils	at Collection Rate	17.468 mils	at Collection Rate	Budget
Estimated Taxable RE Digest	35,550,144	686,971	638,883	620,990	577,521	585,000
Taxable Public Utility	404,227	7,811	3,000	7,061	3,000	3,000
Taxable Motor Vehicle	100,300	1,938	1,938	1,752	1,752	2,000
Taxable PP Value	397,651	7,684	7,590	6,946	6,861	7,000
Estimated Adjustments	(1,016,634)	(19,645)	(18,466)	(17,759)	(16,693)	
Adjusted Value - Gross Digest	35,435,688	684,759	632,945	618,990	572,441	597,000
RE Property Rev over/under Budget		87,759	35,945	21,990	(24,559)	

During adoption of the 2022 budget, total tax revenue for ad valorem style taxes (current year) was budgeted at \$597,000. Estimated collection of revenue as billed at the current mil assessment of 19.324 is 632,945 (\$35,945 more than budgeted). Estimated collection of revenue as billed at the roll back rate of 17.468 mils is \$572,441 (\$24,559 less than budgeted).

As shown in the table below, a mil rate of 18.215 is needed to maintain current year ad valorem tax revenue as budgeted.

		Rev As Billed	Revenue	
		18.215 mils	at Collection Rate	Budget
Estimated Taxable RE Digest	35,550,144	647,546	602,218	585,000
Taxable Public Utility	404,227	7,363	3,000	3,000
Taxable Motor Vehicle	100,300	1,827	1,837	2,000
Taxable PP Value	397,651	7,243	7,155	7,000
Estimated Adj. - Exemptions M&O	(1,016,634)	(18,518)	(17,222)	
Adjusted Value - Gross Digest	35,435,688	645,460	596,988	597,000
RE Property Rev over/under Budget		48,460	(12)	

A tentative millage rate of 18.215, will be an increase of 0.747 over the roll back rate of 17.468. A tax increase at 18.215 for a home with a fair market value of \$225,000 is approximately \$74.70. A tax increase at 18.215 for a non-homestead property with a fair market value of \$100,000 is approximately \$37.35.

Any rate advertised at an amount more than the roll back rate of 17.468 mils must be advertised as a tax increase. Percentage increase for all of the rate scenarios shown above are depicted on the attached Computation of Millage Rate Rollback and Percentage Increase in Property Tax forms.

The Administration is requesting Council consideration of the rate at which the City will advertise as

its tentative (preliminary) mil rate for the 2022 tax year. The final rate is not set to be adopted until June 28th, 2022. Please see the tentative timeline for adoption of the 2022 millage rate attached. Timeline is shown for two scenarios – 1) Property Tax Increase with 3 Public Hearings Required and 2) No Property Tax Increase with 1 Public Hearing.

Please do not hesitate to contact me if you should have questions or concerns regarding the information that is provided within this memorandum.

Thank you,

CMThornton

ORDINANCE NO. 2022-03

AN ORDINANCE PURSUANT TO THE CHARTER OF THE CITY OF PINE LAKE, GEORGIA SECTION 6.11, TO SET THE MILLAGE RATE FOR PROPERTY TAXATION FOR FISCAL YEAR 2022

WHEREAS, Section 6.11 of the Charter of the City of Pine Lake (City) requires that the city council by ordinance establish a millage rate for the city property tax, a due date, and the time period within which these taxes must be paid; and

WHEREAS, Chapter 26, Section 56 of the Code of Ordinances of the City of Pine Lake, Georgia requires the City to set an ad valorem millage rate each year for the use in collection of taxes; and

WHEREAS, pursuant to OCGA 48-5-359.1, the City of Pine Lake engages DeKalb County to invoice and collect the revenue from these taxes for disbursement to the City, and to provide for a due date and time period within which these taxes must be paid; and

WHEREAS, the installment due dates for payment of these taxes are September 30th and November 15th and a taxpayer choosing to pay the full amount in one payment, must make payment by September 30th; and

WHEREAS, there is a five percent (5%) penalty for late payment of the first or second installment is not made by September 30th or November 15th, respectively; and

WHEREAS, the City of Pine Lake used the tax digest of DeKalb County to assess taxable property within the jurisdictional limits as provided by law; and

WHEREAS, the City of Pine Lake uses best figures available to determine taxable property.

NOW THEREFORE, BE IT ORDAINED by the City of Pine Lake, as follows:

Section 1. The council hereby establishes a millage rate of 19.324 for the 2022 fiscal year for the City of Pine Lake.

Section 2. All ordinances and portions of ordinances in conflict with the terms of this ordinance are hereby repealed as to the subject matter of this ordinance.

FIRST READ: June _____, 2022.

SECOND READ and FINAL ADOPTION: June _____, 2022.

SIGNATURES ON NEXT PAGE

MAYOR AND CITY COUNCIL OF PINE LAKE, GEORGIA

Melanie Hammet, Mayor

ATTEST:

ChaQuias M. Thornton, City Admin/City Clerk
(SEAL)

Approved as to Form:

Susan J. Moore, City Attorney



Memo

To: Mayor and City Council
From: ChaQuias Thornton, City Administrator
Date: June 9, 2022
Re: PLAIN 4th of July PICNIC – City Sponsorship – Food for Event

New Business Item D. – 06/14/2022 Regular Meeting of Mayor and Council

Mayor Hammet and I were informed on June 7th, 2022 that PLAIN will be discussing the possibility of having a July 4th Picnic. Discussion will be had during the group's meeting is next Thursday, June 16th.

PLAIN has asked if the City of Pine Lake is willing to pay for the purchase of hot dogs and hamburgers as in pre-Covid years? Plain will cover cost of rolls, condiments, sides, and drinks, as well as set up and clean up for the event.

Another topic for Council discussion as relevant to the PICNIC event is the location/potential relocation of the grill area. After speaking with Public Works Director Raoul Martinez, it has been determined that relocation of the grill receptacle will cost about \$100 and 4-6 man hours. The current location of the grill post receptacle is near the garden bed on the east side of the beach house. Use of the grill at the current location may cause some intrusion of the garden bed.

Thank you,

CMThornton