



CLARKSTON CITY HALL
3921 CHURCH STREET ♦ CLARKSTON, GEORGIA 30021
(404) 296-6489 ♦ WWW.CLARKSTONGA.GOV

Mayor Beverly H. Burks

Councilmembers:

Debra Johnson-Vice Mayor

Jamie Carroll

Sharifa Adde

Susan Hood

Yterenickia Bell

Mark Perkins

ChaQuias Miller-Thornton, City Manager

CITY COUNCIL WORK SESSION AGENDA

TUESDAY, APRIL 29, 2025 - 7:00PM
IN-PERSON/ HYBRID

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

Any member of the public may address questions or comments to the City Council referencing only agenda items after the Mayor and Council have had the opportunity to discuss the agenda item. Each attendee will be allowed 3 minutes for comments.

4. PRESENTATION/ ADMINISTRATIVE BUSINESS

- A. To discuss a proclamation designating May as “Asian American and Pacific Islander Heritage Month”.
- B. To discuss a proclamation designating May as “Jewish American Heritage Month”.
- C. Presentation by benefits broker, Alliant Insurance Services, Inc. on Employee Benefits.
- D. Presentation by Collaborative Infrastructure Services, Inc. on the March 2025 Waterway Cleanup Event.
- E. To discuss the findings of the survey conducted with businesses affected by the City of Clarkston holding events in downtown Clarkston.

5. OLD BUSINESS

- A. To discuss requiring the city to have an option to receive all payments electronically, and to have an option to make all payments electronically by July 1, 2025.

6. NEW BUSINESS

- A. To discuss issuing the Call for Election for the November 4, 2025, General Election.
- B. To discuss an ordinance to amend Chapter 3 of the City Code concerning alcohol to allow beer or malt beverages to contain up to fourteen percent (14%) alcohol by volume.
- C. To discuss the Georgia Department of Transportation 2025 Local Road Assistance Project selection and grant application submittal.
- D. To discuss an ordinance to amend Article V of Chapter 19 of the City Code concerning Stormwater Utility Services to amend and clarify certain definitions; to create “sub-classes” for attached residential dwellings for the purpose of fairly assessing the Stormwater Utility Service Fee.
- E. To discuss an ordinance to amend the Fiscal Year 2025 General Fund Budget appropriating the amounts in the expenditures/expenses as amended, adopting the items or revenue anticipations as amended and prohibiting expenditures or expenses from exceeding the actual funding available, and for other purposes - 736 Park North, Security First Protective Services.
- F. To discuss a resolution declaring support for the preservation of the Federal Tax Exempt of Municipal Bonds.



7. ADJOURNMENT

PUBLIC PARTICIPATION BY VIDEO CONFERENCE

The City of Clarkston, Georgia will conduct the City Council Work Session at 7:00 p.m. on Tuesday, April 29, 2025. The public may participate in the meeting in-person or by using the following information below:

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_I2Sn_iovQf6u0KIY1CEHPw

After registering, you will receive a confirmation email containing information about joining the webinar.



CITY OF CLARKSTON

ITEM NO: 4A

WORK SESSION/ CITY COUNCIL MEETING

HEARING TYPE:
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Discussion

MEETING DATE: April 29, 2025

SUBJECT: Review a proclamation announcing May as Asian American & Pacific Islander Heritage Month in the City of Clarkston.

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☒ YES ☐ NO
Pages:

INFORMATION CONTACT: Yolanda McGee
PHONE NUMBER: 404 754-6960

PURPOSE: To discuss an Asian American & Pacific Islander heritage month proclamation in the City of Clarkston.

NEED/ IMPACT: To recognize Asian American & Pacific Islander in the City of Clarkston.

RECOMMENDATION: Mayor publicly announce city's proclamation acknowledging May as Asian American & Pacific Islander heritage month.



PROCLAMATION DESIGNATING THE MONTH OF MAY AS ASIAN AMERICAN AND PACIFIC ISLANDER HERITAGE MONTH

WHEREAS, the City of Clarkston take pride in recognizing May 2025 as Asian American and Pacific Islander Heritage Month, celebrating the many notable contributions of Asian and Pacific Island Americans who have enriched our nation's history and are instrumental in its future success; and

WHEREAS, after decades of effort, federal legislation co-sponsored in 1992 by Congress members Frank Horton and Norman Yoshio Mineta, after advocacy by congressional staffer Jeanie Jew, permanently designated the month of May as national "Asian Pacific American Heritage Month;" and

WHEREAS, the month of May was chosen to commemorate the arrival of the first known Japanese immigrants to the United States on May 7, 1843, and to mark the anniversary of the completion of the transcontinental railroad on May 10, 1869—accomplished with the incredible efforts of approximately 20,000 Chinese workers who endured racist mistreatment and hardship throughout; then followed tragically by President Chester A. Arthur signing in to law the 1882 Exclusion Act on May 8, 1882, suspending Chinese immigration for years and declared Chinese immigrants ineligible for naturalization; and

WHEREAS, for generations, Asian Americans and Pacific Islanders have courageously reached for their hopes and dreams and forged a proud legacy that reflects the spirit of our nation; often in the face of severe racial bias, discrimination, and legislation; and

WHEREAS, Asian and Pacific Islander Americans represent vastly diverse ethnic groups, including all those who have immigrated to the United States themselves or whose ancestors originated from the continent of Asia and the numerous Pacific Islands known as Melanesia, Micronesia and Polynesia; and

WHEREAS, today we stand in solidarity with Asian American and Pacific Islander communities and assert in the strongest possible terms that anti-Asian racism, intimidation and hate crimes will not be tolerated and have no place in our society; and

WHEREAS, the triumphs, perseverance and achievements of all Asian Americans and Pacific Islanders continue to inspire us with centuries-old traditions that reflect the multicultural customs and experiences of their diverse communities; and

WHEREAS, Asian and Pacific Islanders have played a significant role in our local history and the community fabric of Clarkston with enormous contributions to science, education, agriculture, government, commerce, the arts, and many other fields of endeavor; and

WHEREAS, the theme for this year's observance is "**A Legacy of Leadership and Resilience**": which also reflects the City of Clarkston strong commitment to an equitable and inclusive organizational culture, dedicated to leading with purpose and passion in service to our diverse community.

NOW, THEREFORE, BE IT RESOLVED, that on this fourth day of May, 2025, the City of Clarkston do hereby proclaim May 2025 as "**Asian American and Pacific Islander Heritage Month**," encouraging all

residents of Clarkston to share in this special tribute by learning about and celebrating the generations of Asian Americans and Pacific Islanders who continue to enrich our nation and our local community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Clarkston to be affixed this ____ day of _____, 2025.

Mayor Beverly H. Burks, City of Clarkston

ATTEST:

Tomika R. Mitchell, City Clerk



CITY OF CLARKSTON

ITEM NO: 4B

WORK SESSION/ CITY COUNCIL MEETING

HEARING TYPE:
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Discussion

MEETING DATE: April 29, 2025

SUBJECT: Review a proclamation announcing May as Jewish American heritage month in the city of Clarkston.

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☒ YES ☐ NO
Pages:

INFORMATION CONTACT: Yolanda McGee
PHONE NUMBER: 404 754-6960

PURPOSE: To discuss the Jewish American heritage month proclamation in the City of Clarkston.

NEED/ IMPACT: To recognize Jewish Americans in the city of Clarkston.

RECOMMENDATION: Mayor publicly announce a city proclamation acknowledging May as Jewish American heritage month.



PROCLAMATION DESIGNATING THE MONTH OF MAY AS JEWISH AMERICAN HERITAGE MONTH

WHEREAS: Clarkston is one of the most diverse cities in Georgia, with a strong Jewish community as an important part of the city's fabric, in many ways to the strength and resilience of our community; and

WHEREAS: Throughout history, Jewish people have helped advance society through science, politics, journalism, arts and entertainment, literature, commerce, human rights and more; and

WHEREAS: This community of neighbors, friends, colleagues and family members has offered much in the way of innovation, creativity, and lasting contributions to our common knowledge, but has also historically been subject to discrimination, hatred and violence that we continue to struggle with today; and

WHEREAS: Antisemitism impacts millions of Jews and people of all backgrounds around the globe. The Anti-Defamation League tracks antisemitic incidents, and in 2022 recorded 3,697 incidents of assault, harassment and vandalism against Jewish people in the U.S., the highest number recorded since they began monitoring these trends in 1979; and

WHEREAS: Clarkston strongly stands against hate, bias or violence based on race, nationality, gender, disability, or religion; and

WHEREAS: As supporters and allies of our Jewish community committed to our vision of welcoming the world and recognizing our diversity as a key strength for our character; and

WHEREAS: We are pleased to recognize and celebrate the resilience, faith, and heritage of this community, whose values, culture, and contributions have shaped our culture through the years and will continue to do so into the future.

NOW, THEREFORE, BE IT RESOLVED, that on this 29th day of April 2025, the City of Clarkston do hereby proclaim **May 2025 as "Jewish American Heritage Month,"** encouraging all residents of Clarkston to share in this special tribute by learning about and celebrating the generations of Asian Americans and Pacific Islanders who continue to enrich our nation and our local community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Clarkston to be affixed this ____ day of _____, 2025.

Mayor Beverly H. Burks, City of Clarkston

ATTEST:

Tomika R. Mitchell, City Clerk



CITY OF CLARKSTON

ITEM NO: 4C

CITY COUNCIL WORK SESSION

MEETING TYPE:
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Presentation

MEETING DATE: April 29, 2025

SUBJECT: Presentation of Employee Benefits Broker

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☒ YES ☐ NO
PAGES:

PRESENTER CONTACT INFO: Dr. Dwight L. Baker
PHONE NUMBER: 404.824.8135

Purpose:

To present Alliant Insurance Services as the City's employee benefits broker to the Mayor and Council.

Need/Impact:

The City currently handles all benefit marketing, negotiations, and administration in-house, which limits resources and affects our ability to effectively serve employees and provide the best possible benefits.

Alliant Insurance Services, a recognized leader in the employee benefits industry specializing in public sector employers, offers market expertise and innovative solutions to enhance the City's benefits offerings while managing costs for both the City and its employees. Additionally, for a cost of \$18,000, Alliant will streamline communication and improve administrative processes related to employee benefits.

Recommendation:

The \$18,000 expenditure is within the City Manager's spending authority and is being shared with the Mayor and Council for their awareness. This change aligns with our commitment to providing valuable benefits and enhancing the support employees receive in selecting and managing their coverage.



City of Clarkston

1055 Rowland Street | Clarkston, GA | 30021
(404) 296-6489



Bid Open Final Tabulation

Updated 2/19/25

Solicitation:	RFP – EMPLOYEE BENEFITS CONSULTING & BROKER SERVICES - 021925
Open Date:	February 19, 2025
Open Time:	9:45 am (EST)
Open Site:	City Hall Annex – BidNet Direct
Facilitator:	Willis Moody, Purchasing Consultant

	Company Name	Bid Amount (\$)	Minority Class	Is vendor located within City limits	Has vendor previously worked w/Clarkston
1	Alliant	\$18,000.00	No	No	No
2	Direct Solutions Agency	\$43,500.00	No	No	No
3	Gelin Benefits Group	\$80,000.00	Yes (FBE & AABE)	No	No
4	USI Insurance Services	\$150,000.00	No	No	No
5	Mark III Employee Benefits (WD from consideration 2-19-25)		No	No	No

A “**Minority Business Enterprise**” (MBE) is a business which is an independent and continuing operation for profit, performing a commercially useful function, which is owned and/or controlled by one or more minority group member(s).

- (1) African American Business Enterprise (**AABE**) (2) Hispanic Business Enterprise (**HBE**)
(3) Female Business Enterprise (**FBE**) (4) Asian Business Enterprise (**ABE**)
(5) Native American Business Enterprise (**NABE**) (6) Minority Veteran (**MV**)

An “**Owned**” is a minority or female owner which possesses an ownership interest 51% of the business.

A “**Controlled**” is a minority or female which possess and exercise the legal authority and power to manage business assets, good will and daily operations of the business and actively and continuously exercise such managerial authority and power in determining the policies and directing the operations of the business.



Mayor
Beverly H. Burks

City Council
Debra Johnson, Vice Mayor
Yterenickia "YT" Bell
Jamie Carroll
Susan Hood
Mark Perkins
Sharifa Adde

TO: Tammi Saddler Jones, Interim City Manager
FROM: Willis "Will" Moody, Procurement Consultant
DATE: March 4, 2025
SUBJECT: Bid Solicitation Recommendation

Solicitation RFP - EMPLOYEE BENEFITS CONSULTING & BROKER SERVICES - 021925 was advertised under the Bid Solicitations link on the City of Clarkston's website, BidNet Direct, and DOAS GPR (Georgia Procurement Registry) from January 16, 2025, through February 19, 2025, and closed at 9:30 AM (EST). The solicitation was emailed to over 200 minorities and non-minority.

We did not conduct an information conference/pre-proposal meeting for this solicitation.

Five (5) offers submitted a bid proposal prior to closing at 9:30 AM (EST) and the official electronic bid opening was conducted February 19, 2025, 9:45 AM (EST) with Dr. Dwight L. Baker, Director of Human Resources and Risk Management present representing the City.

An email was accepted and received from Mark III Employee Benefits representative Michael Smith, Director of Marketing & Technology submitted an email Wed 2/19/2025 4:08 PM requesting respectfully withdraw and recuse our firm from consideration in the process as they discovered that we had made a typo on our cost proposal based on the scope of work.

Two offerors' proposals, within the approved budget, that met the required specifications were evaluated and scored using the following criteria:

- A. The Consultants understanding of master plan goals and principals of engagement.
- B. Methodology and process of design, proposed execution of the work plan and timeline.
- C. Specific municipal park and recreation master planning experience and knowledge.
- D. Clarity and completeness of the proposal.
- E. Total cost to develop the CPRD master plan.

It is the recommendation of the Procurement Consultant for the Interim City Manager to award this bid solicitation to the Alliant as the most responsive vendor and their proposed cost within the Interim City Manager's spending authority.

Alliant has been notified of this recommendation and asked to provide a contract agreement for legal review with the City Attorney's office. After the legal review the City Attorney will sign off and upload it to the appropriate agenda.

See attachments



Employee Benefits Consulting and Administration for City of Clarkston

March 25, 2025



MEET THE TEAM



Tammi Starkey
Senior Vice President, Public Sector
Consulting
404- 967-1955
Tammi.Starkey@alliant.com



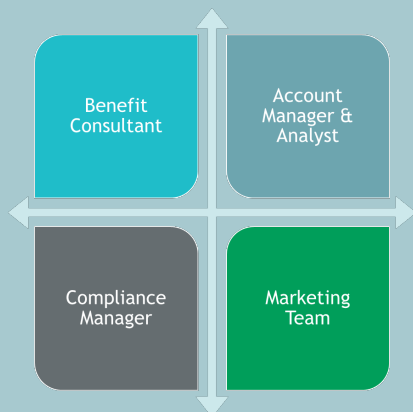
Vanessa Stephens
Account Executive, Public Sector
470-282-2237
Vanessa.Stephens@alliant.com



Joy Crump
Placement, Public Sector
770-325-6604
Joy.Crump@alliant.com



Kristy Ingle
Benefit Analyst, Public Sector
470-237-3066
Kristy.Ingle@alliant.com



A leader in Public Entity Insurance

With more than 30 years of experience in the public sector, Alliant is an industry leader in providing highly successful strategies and services for a complete range of public sector clients. We understand the goals and values of public entities and how the operating environment of these organizations shapes employee benefit needs.



ABOUT ALLIANT



Entrepreneurialism

Our teams are empowered to look beyond the status quo to find answers that solve problems and deliver results.



Relationships

We build and cultivate long-term clients and vendor partner relationships based on trust, integrity, and results.



Service

We are an extension of our clients' business and always advocate for their success.



People

We support diversity & inclusion, invest in our team, and inspire excellence.



Insurance Business America's Fastest Growing Brokerages List



Risk & Insurance
Power Broker Designation

\$4.2B
in revenue

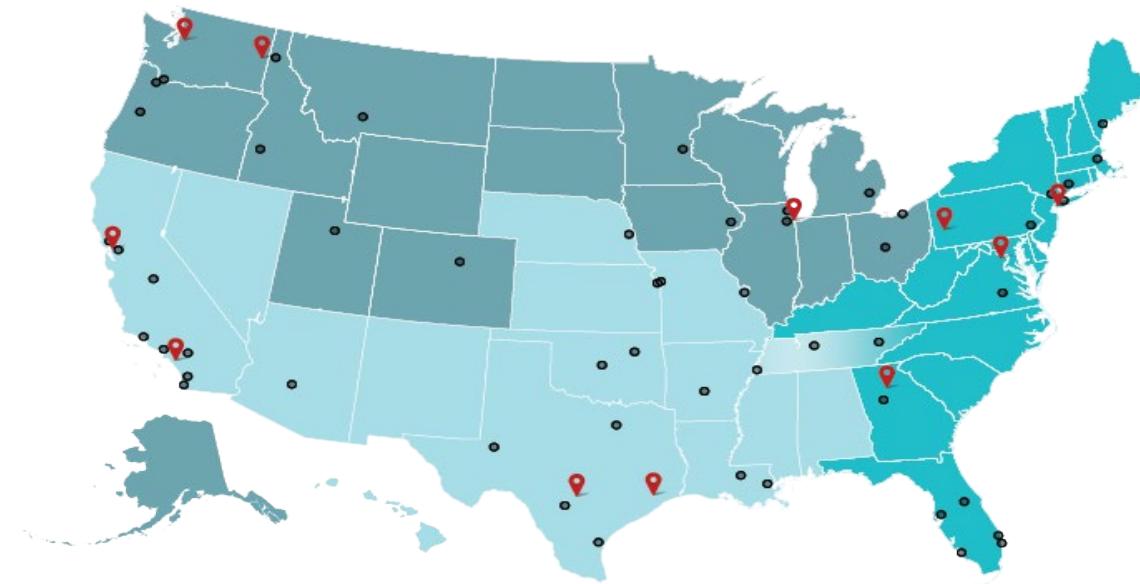
\$37B
In premiums*

5th
largest in U.S.

1,000 +
public sector
clients

12,400+
employees

52%
employee-owned





Public Sector Specific Solutions

- ▶ City and County Government dedicated service team
- ▶ Communication and education campaigns tailored to public employee population
- ▶ Wellness solutions to meet multigenerational and varying department needs
- ▶ Full service benefit administration and employee advocacy- extension of City's HR team
- ▶ First responder specific coverages and solutions
- ▶ Sourcewell- Alliant proprietary benefit program to leverage joint purchasing power of Sourcewell-improved rates and service
- ▶ Benefit packages to enhance employee experience and meet diverse without impacting City's budget



Goal Setting

Extensive process performed annually. Calendar all goals and projects.

Proactive not reactive

CUSTOM

Your culture, people, business, market

MULTI-YEAR

1 to 3-year plan with the ability to pivot to market conditions

360°

Coverage, cost, administration, compliance, engagement, audit, monitoring

EVOLVING

Review regularly and adjust, when needed



Assess

- Key Goals
- Strategy to Recruit & Retain
- Customized needs assessment



Plan

- Data driven decisions
- Vendor accountability
- City results
- Benchmarking
- Local market providers
- New to market solutions



Act

- Vendor Management
- Strategy touchpoints
- Reporting & Monitoring
- Vendor Audits
- Renewal strategy & management
- Vendor marketing & implementation



Product Procurement Analysis

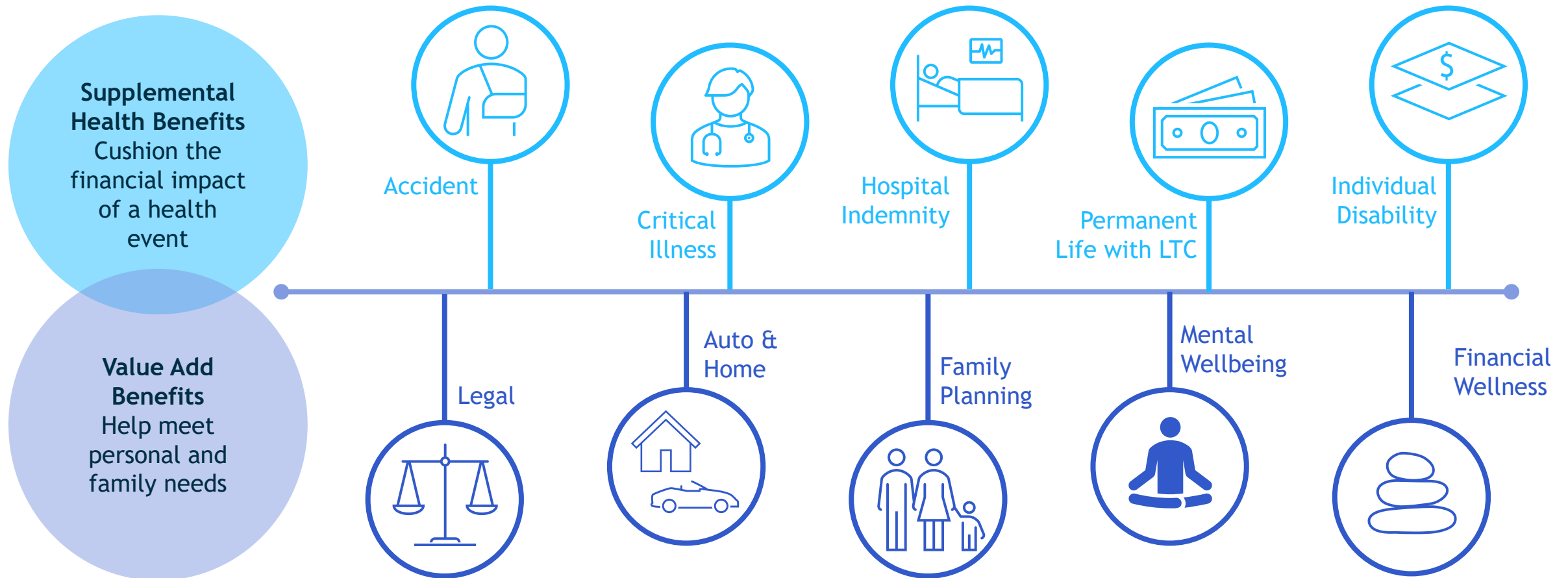
Tailored for your
needs and goals



- Manage RFP process
- Program design review
- Benchmarking
- Network accessibility analysis
- Network discount analysis
- Member disruption
- Vendor negotiations
- Performance guarantee negotiation
- Contract negotiations and auditing
- Carrier service metrics and references
- Implementation and communication credits
- Funding analysis



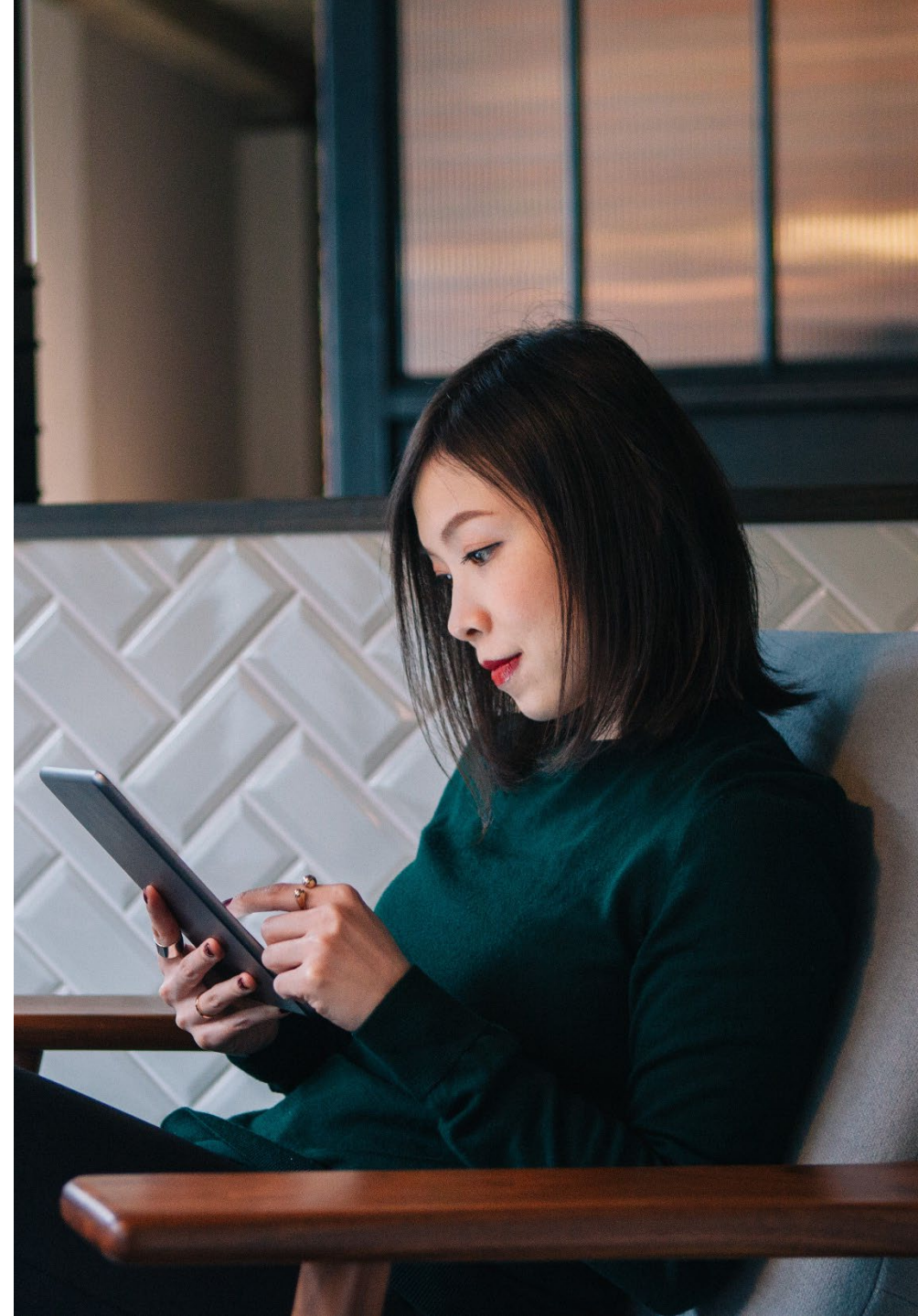
Enhancing Your Benefit Package- Voluntary Benefits





Benefit Communications

- Coordinated communication campaign
- Rapid development turnkey materials
- Branded with your logo and signature color
- Open enrollment materials, benefit guides, compliance notices
- Onsite Benefits education
- Videos and articles
- Optimized for digital delivery





Benefit Advocates Services

Expert Support When It Matters Most

- Advocate for your employees and help them navigate their benefits
- Resolve many issues often placed on your HR benefits team
- Get the answers your employees (and their families) need, quickly and efficiently
- Identify trends with carriers, higher volume issues, utilization reporting and benchmarking





Benefit Administration



All-in-One Benefits Solution

- ▶ Get new hires quickly enrolled
- ▶ Compare & select plans
- ▶ Review eligibility for all employees
- ▶ Monitor employee enrollment status & deadlines
- ▶ Manage contribution levels
- ▶ Store, review, and acknowledge important plan documents
- ▶ Customizable reporting capabilities



Umbrellas, Inc

Profile Benefits Required Tasks Resources Time Off

Contact HR Andrew Reynolds

Medical

Enrolling in Medical insurance can protect you from paying the full cost of medical services when you're injured or sick. Select a plan below to safeguard your financial security in the event of a health care emergency.

Progress: 6 of 7

View steps

Who am I enrolling?

Myself

Which plan do I want?

Plan	Cost per pay period	Effective on	Action
2018 BlueChoice HDHP HMO	\$46.15	08/01/18	Select
2018 BCBS PPO	\$138.46	08/01/18	Select

Compare Details

My Selections

Current:
2018 BCBS PPO
\$0 per pay

Help me choose a plan

Things to Consider

Decision Support

Helpful Resources

2018 BCBS PPO Providers
2018 BCBS PPO



Thank You

The information presented here is confidential and proprietary to Alliant Insurance Services, Inc. (Alliant) and is protected by trade secret and other applicable laws. By receiving this information, you agree to use it only for the purpose of reviewing and considering our services. You must not copy or share this information with any other entity.



CITY OF CLARKSTON

ITEM NO: 4D

WORK SESSION/ CITY COUNCIL MEETING

HEARING TYPE:
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Discussion

MEETING DATE: APRIL 29, 2025

SUBJECT: Presentation of the 2025 Waterway Cleanup Event.

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☒ YES ☐ NO
Pages: 9

INFORMATION CONTACT: Larry Kaiser, P.E.
PHONE NUMBER: 404-909-5619

PURPOSE: To present the post-event results of the 2025 “Waterway Cleanup” Community Event

NEED/ IMPACT: This event is one component of the city’s Annual MS4 Stormwater Management Plan that is submitted to EPD. The cleanup occurred within the floodplain of South Fork Peachtree Creek

RECOMMENDATION: No recommendation



POST EVENT RESULTS

WATERWAY CLEANUP EVENT

March 29, 2025 9:00 AM

FRIENDSHIP FOREST WILDLIFE SANCTUARY

PRESENTED BY:
Colton Wheeler; Presenter, On Site
Coordinator



2025 Event Recap

- Great event for the community to get involved, and volunteer time and resources for a worthy and good cause.
- Component of the Public Involvement & Education Requirements of Municipal Separate Stormwater Sewer System (MS4) permit
- The fifth annual community wide volunteer event to clean up trash / debris from the waterways in Clarkston
 - Since 2020
 - Total number of volunteers since 2020: **250**
 - Total weight of debris collected: **6500 lbs.**
 - Over 7 miles of river have been cleaned.
- Promotional material distributed to over 60 locations in the City, including local businesses, churches, community centers, colleges and high school.
 - 4 large banners installed at major intersections in the city
 - Over 80 flyers distributed.



2025 Attendance and Cleanup Tally

Waterway Cleanup Final Results	
Number of Volunteers	35
Total Volunteer Hours	140
Number of Trash Bags	15
Miscellaneous Trash (tires, mattresses, carts)	4
Pounds of Trash/Debris	250 lbs

Cost Breakdown	
Promotional Material	\$700
Refreshments	\$160
Total	\$860





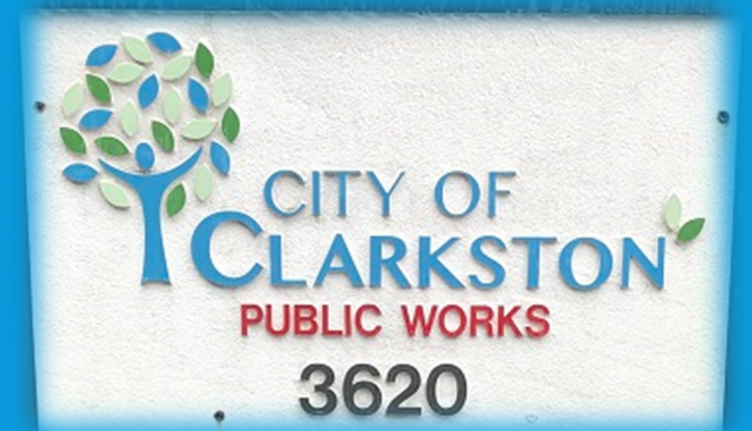






Thank You!

- “BIG THANK YOU” to ALL the volunteers
- Clarkston's Public Works Department
- Keep DeKalb Beautiful
- All businesses which assisted in promoting the event
- Retonjah Burdette for promotional content and photography





CITY COUNCIL

ITEM NO: 4E

WORK SESSION/ CITY COUNCIL MEETING

MEETING TYPE:
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Discussion

MEETING DATE: April 29, 2025

SUBJECT: To discuss the findings of the survey conducted with businesses affected by the City of Clarkston holding events in downtown Clarkston.

DEPARTMENT: Administration

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☐ YES ☐ NO
PAGES:

PRESENTER CONTACT INFO: ChaQuias Miller Thornton
PHONE NUMBER: 404-296-6489

PURPOSE: To discuss the findings of the survey conducted with businesses affected by the City of Clarkston holding events in downtown Clarkston.

NEED/ IMPACT: Downtown businesses are the heart of Clarkston's economy. Recent survey findings reveal significant disruptions caused by city events—impacting customer access, parking, and overall foot traffic. By relocating events, we can ensure continued economic activity while still fostering community engagement.

RECOMMENDATION: Staff recommends relocating city events to Milam Park as a strategic move to support economic vitality while still engaging the public.



CITY OF CLARKSTON

ITEM NO: 5A

CITY COUNCIL WORK SESSION/ MEETING

MEETING TYPE:
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Discussion

MEETING DATE: APRIL 29, 2025

SUBJECT: To discuss requiring the city to have an option to receive all payments electronically, and to have an option to make all payments electronically by July 1, 2025.

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☐ YES ☐ NO
PAGES:

PRESENTER CONTACT INFO: Councilmember James Carroll
PHONE NUMBER: 404-296-6489

PURPOSE: To discuss requiring the City to have the option to make and receive all payments electronically by July 1, 2025.

NEED/ IMPACT: Currently, the City requires at least some payments to be made by check, and makes many payments by mailing checks. This causes delays in making and receiving payments, and several businesses have complained to me that there is not an electronic option to make some payments, which in at least one case has held up receipt of bond payments. Therefore, I recommend that the City be required to have an electronic option to make and receive all payments by July 1, 2025. This will give staff time to set up electronic payment systems.

RECOMMENDATION: N/A.

CITY OF CLARKSTON

ITEM NO: 6A

CITY COUNCIL MEETING

HEARING TYPE:
Work Session

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Discussion

MEETING DATE: April 29, 2025

SUBJECT: To discuss issuing the Call for Election for the November 4, 2025 General Election.

DEPARTMENT: Administration

PUBLIC HEARING: ☐YES ☒NO

ATTACHMENT: ☐YES ☒NO
Pages:

INFORMATION CONTACT:
Tomika R. Mitchell, City Clerk
PHONE NUMBER: 404-296-6489

PURPOSE: To discuss issuing the Call for Election for the November 4, 2025 General Election

NEED/ IMPACT: Notice is hereby given that a General Election will be held in the City of Clarkston on Tuesday, November 4, 2025, to elect a Mayor and three (3) Council Members to the Clarkston City Council. The term of office is four (4) years, and the elected officials will be sworn in at the January 2025 meeting of the City Council.

Voting will take place at the two precincts: Clarkston First Baptist Church Family Life Center at 4007 Church Street, and the Clarkston Library at 951 N. Indian Creek Dr., from 7:00 a.m. to 7:00 p.m.

The qualifying period for the General Election is for five (5) days from Monday, August 18, 2025, until Friday, August 22, 2025, starting at 8:30am to 4:30pm (daily).

RECOMMENDATIONS: Staff recommends Issuing the Call for the November 4, 2025 General Election.

CITY OF CLARKSTON
NOTICE TO CALL FOR A GENERAL ELECTION
QUALIFYING REQUIREMENTS AND REGISTRATION

Notice is hereby given that a General Election will be held in the City of Clarkston on Tuesday, November 4, 2025, to elect a Mayor and three (3) Council Members to the Clarkston City Council. The term of office is four (4) years, and the elected officials will be sworn in at the January 2025 meeting of the City Council.

Voting will take place at the two precincts: Clarkston First Baptist Church Family Life Center at 4007 Church Street, and the Clarkston Library at 951 N. Indian Creek Dr., from 7:00 a.m. to 7:00 p.m. Any person who is a resident of the City of Clarkston and who is registered at least thirty (30) days prior to this election with the DeKalb County Board of Registrations and Elections as an elector within the City of Clarkston shall be eligible to vote in this election. Deadline for voter registration is October 6, 2025.

Persons wishing to qualify for this election may file a Notice of Candidacy with the Municipal Election Superintendent at the Clarkston City Hall Annex, 1055 Rowland Street, from 8:30 a.m. to 4:30 p.m. daily, beginning on Monday, August 18, 2025, to Friday, August 22, 2025, except during a daily lunch break from 12:00pm -1:00pm. The Qualifying fee for each City Council seat is \$360.00. The Qualifying fee for the Mayor seat is \$450.00.

Application for absentee ballots may be made by mail or in person to the Absentee Ballot Clerk, DeKalb County Elections Division, 4380 Memorial Drive, Decatur, GA 30032, 404-298-4020.



CITY OF CLARKSTON

ITEM NO: 6B

CITY COUNCIL WORK SESSION/ MEETING

MEETING TYPE:
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Discussion

MEETING DATE: APRIL 29, 2025

SUBJECT: To discuss an ordinance to amend Chapter 3 of the City Code concerning alcohol to allow beer or malt beverages to contain up to Fourteen Percent (14%) alcohol by volume.

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☐ YES ☐ NO
PAGES:

PRESENTER CONTACT INFO:

Tomika R. Mitchell, City Clerk

Richard Edwards, Planning & Economic Development Dir.

PHONE NUMBER: 404-296-6489

PURPOSE: To discuss an ordinance to amend Chapter 3 of the City Code concerning alcohol to allow beer or malt beverages to contain up to Fourteen Percent (14%) alcohol by volume.

NEED/ IMPACT:

In 2004, the State of Georgia amended its regulations to increase the allowable alcohol by volume (ABV) for malt beverages from six percent (6%) to fourteen percent (14%). This change enabled a wider variety of craft beers to enter the market, better aligning state laws with the evolving beer industry and shifting consumer preferences.

Staff have reviewed the ABV limits of surrounding jurisdictions and found the following: DeKalb County remains at 6%, while the cities of Tucker, Avondale Estates, Stone Mountain, Brookhaven, and Decatur have adopted the 14% limit.

The City of Clarkston's Code of Ordinances current defines *beer* or *malt beverage* as any alcoholic beverage obtained by the fermentation of any infusion or decoction of barley, malt, hops, or any other product, or any combination of such products in water, containing not more than six percent (6%) alcohol by volume, and including ale, porter, brown, stout, lager beer, small beer, and strong beer. The term "malt beverage" does not include sake, known as Japanese rice wine.

To remain consistent with state regulations and neighboring municipalities, staff recommend increasing the allowable ABV for beer and malt beverages from six percent (6%) to a maximum of fourteen percent (14%).

RECOMMENDATION: Staff recommend increasing the beer or malt beverage alcohol by volume percentage to not more than fourteen percent (14%).

ORDINANCE NO. 514

**AN ORDINANCE TO AMEND CHAPTER 3 OF THE CITY CODE CONCERNING
ALCOHOL TO ALLOW BEER OR MALT BEVERAGES TO CONTAIN UP TO
FOURTEEN PERCENT (14%) ALCOHOL BY VOLUME.**

WHEREAS, in 2004, the State of Georgia amended its regulations to increase the allowable alcohol by volume (ABV) for malt beverages from six percent (6%) to fourteen percent (14%); and

WHEREAS, this change enabled a wider variety of craft beers to enter the market, thus better aligning state law with the evolving beer industry and shifting consumer preferences; and

WHEREAS, the City of Clarkston desires to bring its allowable ABV for beer or malt beverage into conformity with State law and the allowable ABV in nearby municipalities.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLARKSTON AS FOLLOWS:

SECTION 1. Section 3-2 of the City Code is hereby amended to change the definition of “beer or malt beverage” to read as follows:

“Beer or malt beverage means any alcoholic beverage obtained by the fermentation of any infusion or decoction of barley, malt, hops, or any other product, or any combination of such products in water, containing not more than fourteen (14) percent alcohol by volume, and including ale, porter, brown, stout, lager beer, small beer, and strong beer. The term "malt beverage" does not include sake, known as Japanese rice wine.”

SECTION 2. This Ordinance shall be effective immediately upon its adoption by the City Council and signature by the Mayor.

SO ORDAINED, this _____ day of _____, 2025.

ATTEST:

**CITY COUNCIL,
CITY OF CLARKSTON, GEORGIA**

By _____
Tomika Mitchell, City Clerk

Beverly H. Burks, Mayor

Approved as to Form:

Stephen Quinn
Stephen G. Quinn, City Attorney



CITY OF CLARKSTON

ITEM NO: 6C

WORK SESSION/ CITY COUNCIL MEETING

HEARING TYPE:
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Discussion

MEETING DATE: APRIL 29, 2025

SUBJECT: Review/Discuss GDOT 2025 Local Road Assistance Project Selection and Grant Application Submittal

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☒ YES ☐ NO
Pages: 7

INFORMATION CONTACT: Larry Kaiser, P.E.
PHONE NUMBER: 404-909-5619

PURPOSE: To select the GDOT Local Road Assistance (LRA) streets to be milled and resurfaced utilizing the state's LRA funding allocation of \$137,876.46.

NEED/ IMPACT: Over the past 12 months, funding sources LMIG 23/24, LMIG 25, LRA 24 and SPLOST II have been applied towards resurfacing a significant number of roads with condition ratings from "2" to "4". These roads were presented to council at the 2024 retreat and in various work sessions over the past year. These four funding sources have had a significant impact on reducing the number of poor to very poor condition rated roads. The attached Exhibit A reflects a status update of the roads that have been approved for resurfacing over the past 12 months.

A few roads remain with condition ratings "3" to "4". See the attached Exhibit B.

Exhibit B also identifies all remaining City roads that have NOT been resurfaced over the past 14 years along with their respective road condition rating. This comprehensive list provides council with the opportunity to select roads that may differ from staff's recommendations.

Please note that the 2025 LRA state funding requires no local match funding. The deadline for submittal of the LRA grant application is June 1, 2025.

Upon approval of the roads to be funded by LRA 2025, staff will prepare the LRA application and obtain the Mayor's signature before staff uploads all documentation to the GDOT LMIG portal prior to June 1, 2025.

Please note that LRA 2025 funding will be insufficient to cover the cost for any projects selected. The staff's or the council's list of roads to be resurfaced must be no less than \$137,876.46 to ensure 100% utilization of this state funding. As such, the estimated cost of the staff's recommended LRA funded roads, as shown in Exhibit B, will exceed the 2025 LRA allocation. SPLOST II Resurfacing Budget is recommended for funding all costs exceeding the LRA 25 allocation.

RECOMMENDATION: Staff recommends applying the LRA 2025 funding to the roads that are “checked” in Exhibit B and listed with corresponding maps, Exhibit C, as follows:

- ✓ DeBelle Street
- ✓ Ridgeland Trail
- ✓ Vaughan Street
- ✓ Mell Place
- ✓ Casa Court

Staff recommends that the approved LRA roads be considered by Council as CO #2 to Magnum Pavings existing contract. This will allow the city to take advantage of the unit prices in Magnums contract with the city as occurred with CO #1. If Council concurs, work on CO #1 and CO #2 will be performed at the same time.

NEXT STEPS: (1) Upload the selected roads to GDOT’s portal prior to June 1st, 2025, (2) Obtain a quote from Magnum Paving to perform the milling and asphalt resurfacing as change order #2 to the LMIG 25/SPLOST II Resurfacing contract approved by council in January 2025, (3) If Magnum Paving chooses not to provide a quote, staff will develop specifications and work scope and forward to Procurement for advertising to-bid this summer.

Note to Council: (a) Punch List is has been prepared for the recently resurfaced roads and work will begin 4/28, (b) Staff was able to perform alternate forms of road repair resulting in final invoice from Magnum Paving to be \$100,000 under the contract amount

Attachments: Exhibit A, B & C

EXHIBIT B

CLARKSTON

ALL REMAINING STREETS TO BE RESURFACED

(street's resurfaced within the past 14 years not included)

2025 LMIG SUPPLEMENTAL FUNDING - \$137,876.46 WITH NO LOCAL MATCH REQUIRED

STREET	FROM	TO	LENGTH (feet)	EST. COST	Pavement Condition 10 = Excellent 5= Fair 1=Very poor	COMMENTS
Woodland Ave	Church Street	North Decatur Rd	950	\$50,350	6	Potential development projects over the years – recommend resurfacing in the future
Glendale Rd	RR Tracks	County Line	1,600	\$84,800	6	Pavement in Good Condition
Montreal Creek Court	Montreal Road	Cul-de-sac	580	\$30,740	5	Pavement in Fair Condition.
Montreal Rd	North Indian Creek	City of Tucker	2,760	\$146,280	7	Pavement in Good Condition
North Indian Creek	Montreal Road	County	4,100	\$1,200,000	7	Pavement in Good Condition; multi-lane roadway with additional traffic control; hold until road diet occurs
Mauck Street	Church Street	Dead End	700	\$37,100	3-4	Pavement in Fair to Poor condition; recommend delay in resurfacing – potential develop. projects
Jamieson Place	North Indian Creek	Market Street	580	\$30,740	3	Requires county \$ participation; 50% of road is in the county; road in Poor Condition
College Ave	Market St	Rogers Street	1,075	\$56,975	5	Hold until speed calming decision
Bacon Street	Jolly Ave	Pecan Street	485	25,705	5	Recommend hold for future storm water project; Pavement in Fair Condition
Popular Street	Market Street	Parking Lot	1,370	\$72,610	3-4	Pavement in Fair to Poor condition
East Avenue	Market Street	Parking Lot	1,030	\$54,590	3-4	Pavement in Fair to Poor condition;

						recommend hold on resurfacing until sanitary sewer repairs are completed by the county
Market Crescent	Market Street	Cul-de-Sac	950	\$50,350	5	Pavement Fair Condition; recommend resurfacing upon completion of storm water culvert replacement project; project underway in summer 2025
✓ DeBelle Street	Market Street	North Indian Creek Drive	750	\$39,750	3-4	Pavement in Fair to Poor Condition
Market Way	Market Crescent	Cul-de-Sac	310	\$16,430	5	Pavement Fair Condition; recommend resurfacing upon completion of storm water culvert replacement project; project underway in summer 2025
Market Walk	Market Street	Cul-de-Sac	850	\$45,050	5	Pavement in Fair Condition
Market Place Court	Market Walk	Cul-de-Sac	240	\$12,720	5	Pavement in Fair Condition
✓ Ridgeland Trail	MacLaren Dr	Cul-de-Sac	550	\$29,150	4	Pavement in Fair Condition
Park North Blvd (public section)	Church St	Private Rd Section	880	\$46,640	4	Pavement in Fair Condition
✓ Vaughan Street	Montreal Rd	Market St.	440	\$23,320	2	Pavement in Poor Condition
✓ Vaughan Street	Market Street	Hill Street	670	\$35,510	4	Pavement in Fair Condition
✓ Mell Place	Mell Ave	Dead End	445	\$23,585	3-4	Pavement in Fair to Poor Condition
✓ Casa Court	Casa Drive	Cul-de-Sac	210	\$11,130	3	Pavement in Poor Condition
Wagoner Street	Church Street	Rowland St.	225	\$11,925	4	Pavement in Fair to Poor Condition
Hill Street	North Indian Creek Drive	East Ponce de Leon	450	\$23,850	6	Pavement in Fair Condition
Brockett Road	East Ponce de Leon	Dead End	545	\$28,885	7	Pavement in Good Condition
Rayford Trail	Church Street	Dead End	565	\$29,945	7	Pavement in Good Condition
Jolly Street (South)	Rowland Street	County Line	845	\$44,785	5	Recommend hold until sidewalk project is completed; pavement in Fair Condition

TOTAL (identified by a check mark)) = \$162,445

APPROX. COST PER MILE FOR 2 INCHES ASPHALT MILLING, 2 INCHES ASPHALT RESURFACE & TRAFFIC CONTROL

\$280,000 (\$53 per foot)

EXHIBIT A

STATUS UPDATE APRIL 2025

LRA 24 - SPLOST II, LMIG 23/24 & LMIG 2025 FUNDING

Name	From	To	Length (feet)	Road Rating	Est. Cost	STATUS
Jolly St. (north)	East Ponce de Leon	Mell Ave	1970	2- East Ponce to Bacon 1 – Bacon to Pecan 3- Pecan to Mell		COMPLETED
Pecan St	East Ponce de Leon	Jolly Ave	1730	2	89,000	COMPLETED
Lester St	Clark St	Smith St	290	2	15,000	COMPLETED
Clark St	Smith St	Dead End	870	2		COMPLETED
Lincoln St	Smith St	Clark St	370	2	19,000	COMPLETED
Smith St	Lincoln St	Montreal Rd	730	2		COMPLETED
				Subtotal	357,000	
Tribble St	Clark St	Dead End	250	3		COMPLETED
Cleavemark Dr	Norman Road	Dead End	1450	3	74,000	COMPLETED
Hill St	N. Indian Cr.	West Hill St.	765	3	39,000	COMPLETED
West Hill Street	Hill St	Sams Road	758	3	39,000	COMPLETED
Sams Crossing	Montreal Rd	West Hill St	711	3	37,000	COMPLETED
				Subtotal	202,000	
Maclaren St	Market St	Dead End	1650	4	84,375	COMPLETED
Clydedale Dr	Cranford Dr	Cleavemark Dr	1260	4	65,000	COMPLETED
Cranford Dr	Rogers St	Cleavemark Dr	890	4	46,000	COMPLETED
Jamieson Pl.	Market St	North Indian Cr.	580	4	30,000	REQUIRES COUNTY PARTNERSHIP
				Subtotal	225,375	
Jolly Ave (S)	Rowland St	City Limits	950	5	49,000	HOLD
College Ave	Market St	Rogers St	1075	5	55,000	HOLD
Casa Dr	Mell Ave	Bridge	1450	5	74,000	LMIG 25 - Magnum CO #1 - not started yet
Mauck St	Church St	Dead End	700	5	36,000	HOLD

Note: Road Condition Rating (modified PASER System); 10 = very good; 5 = fair; 1 = very poor

Approx. cost per mile to mill 2 inch, resurface 2 inches and traffic control = \$270,000

NAME	FROM	TO	LENGTH (ft)	PVMT. CONDITION RATING	STATUS AS OF APRIL 2025
College Ave	Rogers Street	Market Street	1075	5	HOLD
Mauck Street	Church Street	Dead End	700	5	HOLD

SHARED PROJECT FUNDING WITH DEKALB

Jamieson Place	Market Street	North Indian Creek	580	4	HOLD (assume 50% cty. share)
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NAME	FROM	TO	LENGTH (ft)	STATUS AS OF APRIL 2025
Casa Woods Lane (west)	Casa Drive	Cul-de-Sac	820	COMPLETED
Casa Woods Lane (east)	Casa Drive	Cul-de-Sac	420	COMPLETED
Rogers Street	Norman Road	Cul-de-Sac	1155	LMIG 25- Magnum CO #1 - not started yet
Lovejoy Street	Rowland Street	Church Street	215	COMPLETED
Bacon Street (not recommended – future storm water improvement)	Jolly Ave	Pecan Street	465	Hold
Orchard Street	Jolly Ave	Pecan Street	580	COMPLETED
Smith Street	Jolly Ave	North Indian Cr	730	LMIG 25 - Magnum CO #1 - not started yet

APRIL 2025 UPDATE

➔ **SPLOST II MAGNUM CONTRACT - UNDER BUDGET BY APPROXIMATELY \$100,000**

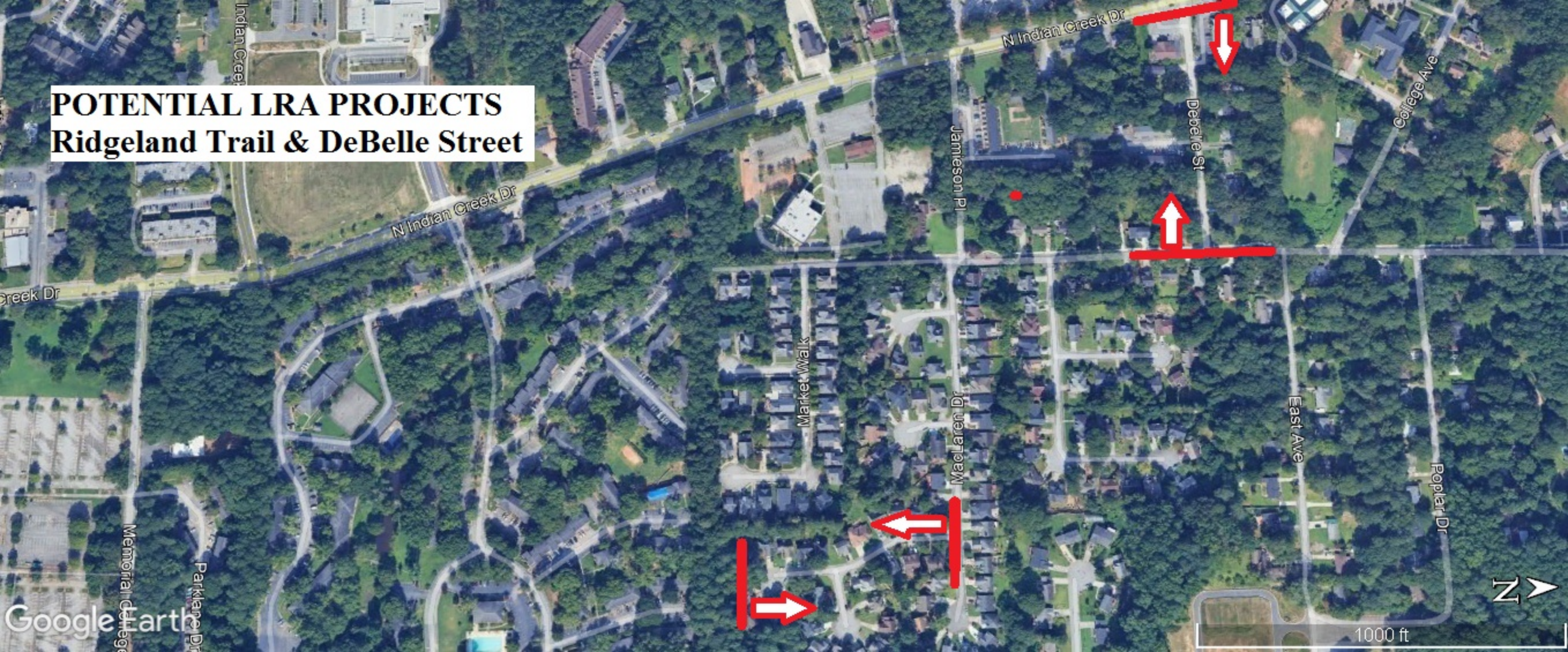
➔ **MAGNUM PUNCH LIST TO BEGIN APRIL 28 - VARIOUS CORRECTIONS AND CLEANUP**

POTENTIAL LRA PROJECT

Casa Court & Mell Place



POTENTIAL LRA PROJECTS
Ridgeland Trail & DeBelle Street



POTENTIAL LRA PROJECT

Vaughan Street





CITY OF CLARKSTON

ITEM NO: 6D

WORK SESSION/ CITY COUNCIL MEETING

HEARING TYPE:
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Discussion

MEETING DATE: APRIL 29, 2025

SUBJECT: Review/Discuss an ordinance to Amend Article V of Chapter 19 of the City Code concerning Stormwater Utility Services

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☒ YES ☐ NO
Pages: 13

INFORMATION CONTACT: Larry Kaiser, P.E.
PHONE NUMBER: 404-909-5619

PURPOSE: To amend its Stormwater Utility Service Fee ordinance to more fairly distribute the costs of managing stormwater within the City

NEED/ IMPACT: Amendments to the stormwater utility service fee ordinance will create “sub-classes” for attached residential dwellings including modifications to stormwater service charges to address credits and exemptions

RECOMMENDATION: Staff recommends approval. Existing ordinance is outdated and requires modifications to definitions, stormwater service charges and associated credits and exemptions.

The attached document to be considered by council for adoption and the existing edited version is attached for council review.

ORDINANCE NO. 515

AN ORDINANCE TO AMEND ARTICLE V OF CHAPTER 19 OF THE CITY CODE CONCERNING STORMWATER UTILITY SERVICES TO AMEND AND CLARIFY CERTAIN DEFINITIONS; TO CREATE “SUB-CLASSES” FOR ATTACHED RESIDENTIAL DWELLINGS FOR THE PURPOSE OF FAIRLY ASSESSING THE STORMWATER UTILITY SERVICE FEE; AND FOR OTHER PURPOSES.

WHEREAS, the City of Clarkston maintains certain stormwater control and conveyance facilities for the benefit of all properties and persons within the City; and

WHEREAS, the City funds these necessary public stormwater facilities through a stormwater utility service fee and desires to amend its stormwater utility service fee ordinance to more fairly distribute the costs of managing stormwater within the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLARKSTON AS FOLLOWS:

SECTION 1. Existing Chapter 19, Article V of the City Code, entitled “Stormwater Utility Services,” is hereby repealed and new Article V attached hereto as Exhibit A is hereby adopted as Article V of Chapter 19 (Sections 19-130 to 19-137 of the City Code).

SECTION 2. This Ordinance is intended to be severable. If any section, subsection, paragraph, sentence or word of this Ordinance is for any reason held to be invalid, such a decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed each section, subsection, paragraph, sentence or word of this Ordinance irrespective of the invalidity of any other section, subsection, paragraph, sentence or word.

SECTION 3. This Ordinance shall take effect immediately upon its approval by the City Council and signature by the Mayor. It is intended that this Ordinance apply to Stormwater Utility Service fees assessed for year 2025.

SO ORDAINED, this _____ day of _____, 2025.

ATTEST:

**CITY COUNCIL,
CITY OF CLARKSTON, GEORGIA**

By _____
Tomika Mitchell, City Clerk

Beverly H. Burks, Mayor

Approved as to Form:

Stephen G. Quinn, City Attorney

EXHIBIT A
ARTICLE V. STORMWATER UTILITY SERVICE

ARTICLE V. STORMWATER UTILITY SERVICES

Sec. 19-130. Definitions.

As used in this Article V, unless the context clearly indicates otherwise, the following definitions apply:

Attached residential dwelling unit. A developed land containing individually owned, attached dwelling units such as condominiums, townhomes, or other residential structures not listed herein where one or more family groups commonly and normally reside or could reside. It may also include out buildings and separate garages used in conjunction with the building. Attached residential dwelling unit shall not include developed land containing multiple dwelling unit residential properties.

Credit. A conditional reduction in the amount of a stormwater service charge to an individual property based on the provision and continuing presence of an effectively maintained and operational on-site stormwater system or facility or the provision of a service or activity by a property owner, which system, facility, service or activity reduces the stormwater utility's cost of providing stormwater services and facilities. Credits for on-site stormwater systems shall be generally proportional to the affect such systems have on the peak rate of runoff from the site.

Detached dwelling unit. A developed land containing one structure which is not attached to another dwelling and which contains one or more bedrooms, with a bathroom and kitchen facilities designed for occupancy by one family. Detached dwelling units may include houses and manufactured homes located on one or more individual lots or parcels of land. It may also include out buildings and separate garages used in conjunction with the house. Detached dwelling unit shall not include developed land containing structures used for non-residential purposes.

Developed land. Property altered from its natural state by construction or installation of more than two hundred (200) square feet of impervious area as defined in this Section.

Duplexes and triplexes. Developed land containing two (duplex) or three (triplex) attached residential dwelling units located on one or more lots or parcels of land. In the application of stormwater service charge rates, duplexes and triplexes shall be treated as detached dwelling unit.

Equivalent residential unit (ERU) of impervious area. The median impervious coverage of detached dwelling unit properties in the City of Clarkston as determined by the city, and shall be used as the basis for determining stormwater service charges to detached dwelling unit properties or classes of detached dwelling unit properties and other properties. One thousand five hundred (1,500) square feet of impervious area shall be one equivalent residential unit.

Impervious area. Those areas which prevent or impede the infiltration of stormwater into the soil in the manner in which it entered the soil, in natural conditions, prior to development. Common impervious area includes, but is not limited to, rooftops, sidewalks, walkways, patio areas, driveways, parking lots, storage areas, compacted gravel and soil surfaces, awnings and other fabric or plastic coverings, and other surfaces which prevent or impede the natural infiltration of stormwater runoff which existed prior to development.

Impervious surface. Impervious surface shall mean and have the same definition as impervious area.

Multiple dwelling unit residential properties. Developed land whereon four or more attached residential dwelling units are located and shall include, but are not limited to, apartment houses, boarding house, group homes, hotels and motels, retirement centers and other structures in which four (4) or more family groups commonly and normally reside or could reside. In the application of stormwater service charge rates, multiple dwelling unit properties shall be treated as other developed land.

Other developed property. Properties including, but not limited to, multiple dwelling units residential properties, manufactured home and mobile home parks, commercial and office buildings, public building and structures, industrial and manufacturing buildings, storage buildings and storage areas covered with impervious services, parking lots, parks, recreation facilities, houses of worship, public and private schools and universities, government buildings, research stations, hospitals and convalescent centers, nursing homes, and mixed use developments.

Stormwater charges. The stormwater management service charge or charges applicable to a parcel of developed land, which charge shall be reflective of the City of Clarkston's stormwater utility's cost of providing stormwater management services and facilities. Service charges will be based on measurable parameters which influence the stormwater utility's cost of services and facilities, and may include but are not necessarily limited to the amount of impervious area on each parcel of developed land. The use of impervious area as a service charge rate parameter shall not preclude the use of other parameters, or of grouping of properties having similar characteristics through the use of ranges or rounding up or down to a consistent numerical, or the use of flat-rate charges for one or more classes of similarly-situated properties whose impact on the stormwater utility's cost of providing stormwater management services and facilities is relatively consistent. Stormwater service charges may also include special charges to individual customers for services or facilities related to stormwater management, including but not limited to charges for development plan review, inspection of development projects and on-site stormwater control systems, and enhanced levels of stormwater services above those normally provided by the City of Clarkston.

Undeveloped land. Property in its unaltered natural condition or which is modified to such a minimal degree as to have a hydrologic response comparable to land in an unaltered natural condition shall be deemed undeveloped. Undeveloped land shall have minimal impervious area, which impedes the infiltration of stormwater runoff or causes stormwater runoff to collect, concentrate or flow in a manner materially different from what would occur if the land were in an unaltered natural condition. For purposes of this article, undeveloped land includes property altered from its natural condition by the existence and/or installation of two hundred (200) square feet or less of impervious area.

Sec. 19-131. Determination and modification of stormwater service charges.

Stormwater services charges may be determined and modified from time to time by the city council so that the total revenue generated by said charges and any other sources of revenue that may be made available to the stormwater utility will be sufficient to meet the cost of services and

facilities, including but not limited to, the payment of principal and interest on revenue bond obligations incurred for improvements to the stormwater system.

Sec. 19-132. Effective date of stormwater service charges.

Stormwater service charges shall accrue on January 1st of each year and shall be billed annually to customers pursuant to Sec. 19-136, subject to specific exemptions and credits pursuant to Sec. 19-138.

Sec. 19-133. Stormwater service charges.

- (a) In order to recover the cost of providing stormwater services and facilities while fairly and reasonably apportioning the cost among developed properties throughout the city, the following stormwater rates shall apply:
 - (1) Detached dwelling units shall be charged the rate applicable to one (1) equivalent residential unit as specified below, or as hereafter amended.
 - (2) Attached residential (AR) dwelling units are those units existing on a property meeting such definition as defined in 19-130 of this article. The AR class shall consist of two distinct “sub-classes”.
 - a. AR properties where the residential units are condominiums are designated as “Subclass 1.” Each Subclass 1 unit shall be charged at the rate of 0.50 equivalent residential units as specified below, or as hereafter amended.
 - b. AR properties where the residential units are townhouses are designated as “Subclass 2.” Each Subclass 2 unit shall be charged at the rate of 0.85 equivalent residential units as specified below, or as hereafter amended.
 - (3) All developed lands not classified as attached residential dwelling units or detached dwelling units shall be billed for one (1) equivalent residential unit (ERU) for each one thousand five hundred (1,500) square feet of impervious area or increment thereof. Fractional ERUs will be rounded to one decimal place to establish the number of ERUs for billing. If the developed land has less than 1 ERU, then the property will be billed a minimum of 1 ERU.
- (b) The stormwater service charge per equivalent residential unit (ERU) shall be five dollars and thirty-three cents (\$5.33) per month.

Sec. 19-134. Exemptions and credits applicable to stormwater service charges.

- (a) Except as provided in this Section, no public or private property shall be exempt from stormwater utility service charges or receive a credit or offset against such service charges. No exception, credit, offset, or other reduction in stormwater service charges shall be granted based on the age, tax, or economic status, race, or religion of the customer, or other condition unrelated to the stormwater utility’s cost of providing stormwater service and facilities. Property owners of developed land may receive a stormwater service charge credit for on-site systems or facilities, as hereinafter provided.

- (b) Undeveloped land as defined in this article shall be exempt from stormwater service charges.
- (c) Railroad tracks shall be exempt from stormwater service charges, provided however, that railroad stations, maintenance buildings, or other developed land used by the railroad for its purposes shall not be exempt from stormwater service charges.
- (d) Developed land other than attached residential dwelling units or individual detached dwelling units may receive a stormwater service charge credit. The stormwater service charge credit shall be determined based on the technical requirements and standards contained in the Georgia Stormwater Management Manual. The stormwater service charge credit may be up to thirty (30) percent of the service charge applicable to a property, and shall be proportional to the extent that on-site systems, facilities, services, and activities provided, operated, and maintained by the property owner reduce or mitigate the stormwater utility's cost of providing services and facilities.
- (e) Groups of attached or detached dwelling units represented by an incorporated homeowner's association providing on-site systems, facilities, services, or activities which reduce or mitigate the stormwater utility's cost of providing services and facilities may receive a stormwater service charge credit. The stormwater service charge credit shall be determined based on the technical requirements and standards contained in the Georgia Stormwater Management Manual. The stormwater service charge credit available to groups of attached or detached buildings may be up to thirty (30) percent of the service charge applicable to individual properties, and shall be proportional to the extent that on-site systems, facilities, service and activities provided, operated, and maintained by the homeowners association reduce or mitigate the stormwater utility's cost of providing services and facilities.
- (f) In determining the amount of the credit to be applied, the following criterion shall be considered and a credit granted upon a showing of the following:
 - (1) Ten (10) percent credit for on-site systems or facilities sized and functioning to meet water quality standards in accordance with the Georgia Stormwater Management Manual as may be updated from time to time.
 - (2) Ten (10) percent credit for on-site systems or facilities properly sized and functioning to meet the channel protection standards in accordance with the Georgia Stormwater Management Manual as may be updated or amended from time to time.
 - (3) Ten (10) percent credit for on-site systems or facilities sized and functioning to meet the peak flow reduction standards in accordance with the Georgia Stormwater Management Manual as may be updated or amended from time to time.
- (g) Any credit allowed against the service charge is conditioned on continuing compliance with the city's design and performance standards as stated in the Georgia Stormwater Management Manual and/or upon continuing provision of the systems, facilities, services, and activities provided, operated, and maintained by the property owner or owners upon which the credit is based. A credit may be revoked by the city at any time for non-compliance.
- (h) Property owners seeking service charge credits must apply for stormwater service charge credits through completion and submittal to the city of a stormwater service charge credit application prior to January 1st of the year in which stormwater service charges are billed

by the city. Credits will only be granted through applications approved by the city for the remainder of the year in which stormwater service charges are to be billed.

- (i) Upon receipt of a timely filed completed application, the head of the department of public works or their designee shall review the application and make a determination as to whether the applicable criteria for a credit has been met. All decisions regarding the approval or disapproval of a stormwater credit shall be made within sixty (60) days of the date the completed application was submitted to the city.

Sec. 19-135. Inspection of private facilities.

Continuing compliance with the city's design and performance standards may be verified by the city, or its designee's, inspection of the systems or facilities upon which the credit is based. No credit shall be given under this article unless the property owner agrees in writing in its application that the city or its designee shall have the right for its designated officers, representatives, agents, and employees to enter upon private and public property, upon reasonable notice to the owner of such property, to inspect the property and conduct surveys and engineering testing on such property in order to assure compliance with the city's design and performance standards. On-site systems or facilities determined to no longer comply with the city's design and performance standards shall subject the property owner to revocation of all, or a portion of, stormwater service charge credits based on the city inspectors' estimate of capacity reduction for a period of not less than one (1) year. The city shall provide the appropriate maintenance checklist and forms to the owner(s) of the storm water facilities. These checklist(s) and form(s) must be submitted to the city for review no later than 60 days before the credit expires.

Sec. 19-136. Stormwater service charge billing, delinquencies, and collections.

A stormwater service charge will be added to the annual DeKalb County ad valorem/real estate tax billing sent through the United States mail or by alternative means notifying the customer of the amount of the bill, the date the payment is due and the date when past due. Failure to receive a bill is not justification for non-payment. Regardless of the party to whom the bill is initially directed, the owner of each parcel of developed land shall be ultimately obligated to pay such fee. If a customer is underbilled or if no bill is sent for developed land, the city may backbill for a period of up to one (1) year, but shall not assess penalties for any delinquency. A one and one-half percent (1.5%) late charge per month shall be billed based on the unpaid balance of any stormwater utility service charge that becomes delinquent.

Sec. 19-137. Appeals.

- (a) Any customer who believes the provisions of this article have been applied in error may appeal in the following manner:
 - (1) An appeal must be filed in writing with the city within thirty (30) days of the decision that is appealed. In the case of service charge appeals, the appeal shall include a survey prepared by a registered land surveyor or professional engineer containing information on the total property area, the impervious surface area, and any other features or conditions which influence the hydrologic response of the property to rainfall events.
 - (2) City staff shall conduct technical review of the conditions on the property and respond to the appeal in writing within sixty (60) days.
 - (3) In response to an appeal the city may adjust the stormwater service charge applicable to a property in conformance with the general purpose and intent of this article.
- (b) The appeal process contained in this section shall be a condition precedent to an aggrieved customer seeking judicial relief. Any decision of the city pursuant to subsection (a) may be appealed by petition for review to the Superior Court of DeKalb County, filed within thirty (30) days of the date of service of the decision by the city.



CITY COUNCIL

ITEM NO: 6E

WORK SESSION/ CITY COUNCIL MEETING

MEETING TYPE:
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Discussion

MEETING DATE: April 29, 2025

SUBJECT: To discuss an Ordinance for amendment of the FY2025 General Fund budget to fund Security First Protective Services' installation of a building security and monitoring system at 736 Park North Boulevard in the amount of \$23,000.

DEPARTMENT: Administration

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☒ YES ☐ NO
PAGES:

PRESENTER CONTACT INFO: ChaQuias Miller Thornton
PHONE NUMBER:

PURPOSE: To discuss an Ordinance approving funding, by way of amendment to the FY 2025 General Fund budget, for Security First Protective Services to install a building security and monitoring system at 736 Park North Boulevard in the amount of \$23,000. Approval of funding will constitute acceptance of the proposal for installation. Subsequent service agreement will be presented to legal services for review of terms.

NEED/ IMPACT: The City of Clarkston is relocating Administration, Police, and Court offices to a new location. In order to secure the space, a new building security system is required. The existing Tyco equipment may be compatible with the proposed Honeywell "addressable" panel and components. Tyco generally "private labels" their equipment, meaning they lock out other vendors from re-using. Security First has recommended that we completely re-wire and install all new equipment to ensure compatibility and for warranty purposes. Additionally, since we are not sure of the age of the existing equipment, it is better to install new.

RECOMMENDATION: Staff recommends Council approval of proposed budget amendment (Ordinance and Exhibit A attached) to fund the proposal for Security First Protective Services to install a building security and monitoring system at 736 Park North Boulevard in the amount of \$23,000.

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND THE FISCAL YEAR 2025 GENERAL FUND
BUDGET FOR THE CITY OF CLARKSTON, GEORGIA,
APPROPRIATING THE AMOUNTS IN THE EXPENDITURES/EXPENSES AS
AMENDED, ADOPTING THE ITEMS OF REVENUE ANTICIPATIONS AS
AMENDED AND PROHIBITING EXPENDITURES OR EXPENSES FROM
EXCEEDING THE ACTUAL FUNDING AVAILABLE, AND FOR OTHER
PURPOSES.**

WHEREAS, sound governmental operations require a budget in order to plan the financing of services for the residents of the City of Clarkston; and

WHEREAS, Title 36, Chapter 81, Article 1 of the Official Code of Georgia Annotated (OCGA) requires a balanced budget for the City's fiscal year, which runs from January 1st to December 31st of each year; and

WHEREAS, the Mayor and City Council of the City of Clarkston have approved the FY 2025 General Fund budget on December _____, 2024; and

WHEREAS, it is necessary from time to time to amend the FY 2025 General Fund budget for supplemental appropriations; and

WHEREAS, any amendment to the budget must still result in a balanced budget, so that anticipated revenues and other financial resources for each fund equal the proposed expenditures or expenses; and

WHEREAS, the Mayor and City Council by ordinance may make supplemental appropriations for the year; and

NOW THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Clarkston, Georgia, as follows:

Section 1. The attached Exhibit A, entitled FY2025 Budget Amendments by General Ledger Code, attached hereto and incorporated herein by reference is hereby adopted as amendment to the General Fund Budget for the City of Clarkston, Georgia for Fiscal Year 2025, which began January 1, 2025 and ends on December 31, 2025.

Section 2. The item(s) of revenue, other financial resources, and sources of cash shown within the attached are hereby adopted, as line-item amendments , and the amount(s) shown as expenditures or expenses, and uses of cash are hereby adopted as line-item amendments to the appropriate General Fund department(s), as named.

Section 3. The “legal level of control” as defined in OCGA §36-81 is set at the department level, meaning that the City Manager is authorized to move appropriations from one line item to another within a fund, but under no circumstances may expenditures or expenses exceed the amount appropriated for a fund without a further budget amendment approved by the City Council.

Section 4. All appropriations shall lapse at the end of the fiscal year.

Section 5. This Ordinance shall be and remain in full force and effect from and after its date of adoption.

SO ORDAINED this _____ day of May 2025.

CLARKSTON CITY COUNCIL

Beverly H. Burks, Mayor

ATTEST:

Tomika Mitchell
City Clerk

Approved as to Form:

Stephen Quinn
Stephen G. Quinn
City Attorney

City of Clarkston
FY2025 Budget Amendments by General Ledger Code
EXHIBIT A - ORDINANCE NO. _____

<u>Department</u>	<u>Expense</u>
Administration	
100-1500-10-511100	(21,636) Salaries
100-1500-10-512200	(1,364) Administration Social Security - FICA)
Building and Grounds	
100-1565-15-521215	<u>23,000</u> Professional Services
	0.00

(Note: The Administration proposes a reduction in salaries and related expense for vacancy of the Assist. City Manager position in April and May of 2025 (\$10,833/month x 2 months = \$21,636). A reduction in related the Social Security salary expense is proposed in the amount of \$1,364. Total Administration expense reduction is proposed in the amount of \$23,000.

The Administration proposes offsetting increase in the Building and Grounds Professional Services line item in the amount of \$23,000 to fund the Security Installation at 736 Park North.

Total net increase in budgetted allocation is proposed at \$0.00.)



3446 Winder Hwy
Suite M PMB 327
Flowery Branch, GA 30542

Phone : (770) 923-9960
Fax: (770) 965-1459

Web Site www.thinksecurityfirst.com

Customer Name

Quotation

Clarkston City Hall Annex / Police
3921 Church Street
Clarkston, GA 30021
TAX EXEMPT

Date	Quotation Number	Sales Person		
4/10/2025	17329	MDP		
Description		Quantity	Cost	Total
BUILDING SECURITY SYSTEM SECURITY SYSTEM 1 Honeywell (Vista 128BPT) Security Intrusion Detection Panel 1 Honeywell CELLULAR communicator 3 Honeywell Alpha Keypads (white) 9 Magnetic Door Contacts (addressable) 38 Glass Break Sensors (addressable) 2 Interior siren (locations TBD) 1 Exterior siren (location TBD) Inc Cabling (material / labor), programming, testing, training, battery backup, misc hardware		1	22,689.00	22,689.00

If you have any questions please give us a call, thanks.

Subtotal \$22,689.00

1. Please notify us immediately of any discrepancies.
2. Quotation is valid for acceptance within 30 days.
3. Do not return any products without return authorization.
A 10% restocking fee will apply

Sales Tax (0.0%) \$0.00

4. If permits are required, additional fees will apply
5. Customer responsible for appointment cancellation before
technician arrives, otherwise a trip charge will apply.
6. Payment Terms: 50% Rough & 50% Trim
7. If paying with credit card, a 3% processing
fee will be added to charges over \$250.00

Total \$22,689.00

Print Name _____

Acceptance Signature _____

ANY ADDITIONAL INSURANCE REQUIREMENTS WILL BE BILLED ACCORDINGLY