



CITY COUNCIL WORK SESSION

Awet Eyasu – Vice-Mayor

*Jamie Carroll
Ahmed Hassan*

*Laura Hopkins
Debra Johnson*

Robin Gomez – City Manager

AGENDA

Tuesday, October 27, 2020 7:00PM

A. ROLL CALL

B. WORK SESSION - RESIDENT COMMENT POLICY

Any member of the public may address questions or comments to the 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 at the discretion of the Presiding Officer. Attendees will be asked to conclude their comments in a reasonable time period if they exceed the 3 minute limit.

C. PRESENTATION/ ADMINISTRATIVE BUSINESS

PRESENTATION – FY 2021 Preliminary Budget Presentation

D. OLD BUSINESS

E. NEW BUSINESS

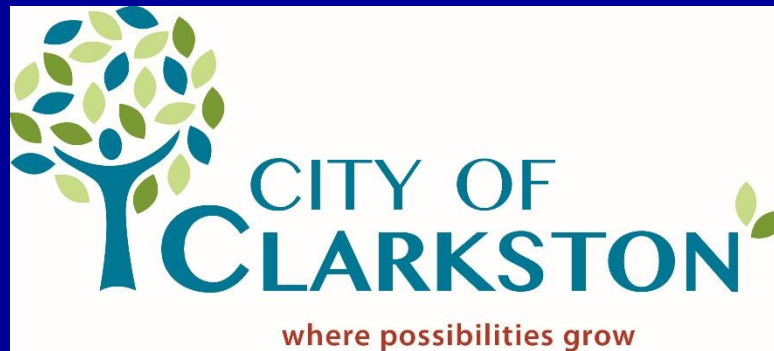
- E1) Award DeBelle St/Atlanta Area School for the Deaf Stormwater Work bid to the lowest bidder – Leach Landscaping
- E2) Discuss Extending the Sunset Clause of the Clean Indoor Air Act to Certain Grandfathered Businesses
- E3) Discuss Late Night Restaurant Operations related to City Council Adoption of Ordinance 19-433, Late Night Alcohol Sales for Consumption on Premises
- E4) Waive the Provision limiting the Temporary Rental Payment Assistance of 50% of One (1) Month's Rent for up to Three (3) Months and Increase the Maximum Payment Assistance Allowed to \$3,000.00 per Applicant for both Rent and Mortgage Assistance
- E5) Increase the Provision limiting the Temporary Rental, Mortgage, and Utilities' Payment Assistance of 50% of One (1) Month's Payment to 100% of the month's payment.
- E6) Discuss Providing CARES Act (Coronavirus Relief) Funding for Continued COVID-19 Testing.
- E7) Discuss Providing CARES Act (Coronavirus Relief) Funding for Child Care Centers in Clarkston
- E8) Amend Appendix A of the City Code Of Ordinances, Article VII– Zoning District Standards – to allow self-service laundry, A/K/A Laundromats, as a Conditional Use Within the NC-1, NC-2 and Industrial Districts

F. EXECUTIVE SESSION

To discuss a legal matter (via teleconference - Executive Sessions are not open to the public).

G. ADJOURNMENT

FY 2021 PRELIMINARY BUDGET



OCTOBER 27 , 2020

Process



- **Council and Public Input**
 - **Oct 27, 2020, 7:00 pm Worksession**
- **The Council will hold 2 PUBLIC HEARINGS**
 - **Dec 1, 2020, 6:30 pm Council Worksession Meeting**
 - **Dec 8, 2020, 7:00 pm Council Regular Meeting**
- **Adopt budget at the City Council Regular Meeting – Dec 8, 2020**

PREFACE



- **COVID-19 IMPACTS**
- **ECONOMIC UNCERTAINTIES**
 - **High Unemployment**
 - **Changing Industries**
 - **Government, Business, Education**
- **UNCERTAIN & CONSERVATIVE**
- **NO SIGNIFICANT CHANGES FY 21**

FY 2021 Budget



FY 2021 ALL FUNDS BUDGET

\$11,468,181

FY 2021 Budget



FY 2021 ALL FUNDS

General Fund	\$ 6,750,141	58.9%
Federal Seizures	\$ 80,000	0.7%
Grants	\$ 104,000	0.9%
HOST	\$ 71,194	0.6%
Stormwater	\$ 326,190	2.8%
Sanitation	\$ 217,900	1.9%
SPLOST	\$ 3,918,756	34.2%

FY 2021 Budget



**The Total FY 2021 Budget of
\$11,468,181
a 13% decrease over
the Total FY 2020 Budget of
\$13,174,759**

FY 2021 Budget



GENERAL FUND REVENUE

2021 Proposed	\$6,750,141
Decrease of \$18,717, 0.3% over 2020 Adopted	
2020 Amended	\$5,825,023
2020 Adopted	\$6,768,858
2019 Actual	\$7,649,985

FY 2021 Budget



GEN FUND REVENUE HISTORY

FY 2016	\$4,700,147	(\$171,599)	3.6%
FY 2017	\$5,641,381	\$941,234	20.0%
FY 2018	\$5,935,613	\$294,232	5.2%
FY 2019	\$7,795,072	\$1,859,459	31.3%
FY 2020	\$6,768,858	(\$1,026,214)	(13.2%)
FY 2021	\$6,750,141	(\$ 18,717)	(0.03)

FY 2021 Budget



GENERAL FUND REVENUE

Property Tax	\$3,642,543	55.2%
Other Tax/Fees	\$2,239,998	32.2%
Permits	\$ 107,600	1.3%
Fines/Forfeitures	\$ 539,000	8.0%
Debt Issuance	<u>\$ 221,000</u>	3.3%
TOTAL	\$6,750,141	

FY 2021 Budget



GENERAL FUND EXPENDITURES

Administration	\$1,145,262	17.0%
Planning & Development	\$ 410,601	6.1%
Community Action Projects	\$ 171,500	2.5%
Municipal Court	\$ 489,805	7.3%
Police	\$2,258,713	33.5%
Public Works	\$1,113,449	16.5%
Debt Service	\$ 840,812	12.5%
Capital Projects-GF	<u>\$ 320,000</u>	4.7%
TOTAL	\$6,750,141	

FY 2021 Budget



**Total FY 2021 GF Budget of
\$6,750,141**

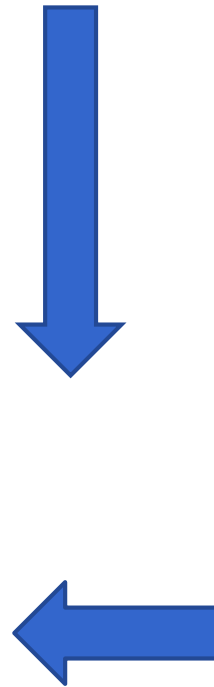
**a \$18,717, 0.03% decrease
over**

**Total FY 2020 GF Budget of
\$6,768,858**

10 Year Gross Digest History



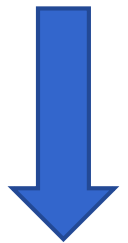
2011	\$77,799,972
2012	\$70,278,203
2013	\$64,729,727
2014	\$70,738,477
2015	\$108,965,588
2016	\$147,124,307
2017	\$165,727,732
2018	\$166,859,487
2019	\$209,105,296
2020	\$220,526,478



City of Clarkston Net Digest Changes



Clarkston lost 30% of its Gross Digest
between 2010 and 2013



Clarkston Gross Digest has increased
by 240% Between 2013 and 2019



Millage Rate History



<u>Fiscal Year</u>	<u>Millage Rate</u>
2010	11.313
2011	14.00
2012	17.95
2013	17.95
2014	21.11
2015	17.11
2016	15.89
2017	15.89
2018	15.89
2019	15.89
2020	15.89
2021	15.89 PROPOSED

2020 Millage Rates of DeKalb Cities



□ Avondale Estates	9.80	46.093
□ Brookhaven	2.74	40.099
□ Chamblee	6.25	42.508
□ Decatur	11.34	44.563
□ Doraville	9.75	45.984
□ Dunwoody	2.74	39.529
□ Lithonia	11.081	47.999
□ Pine Lake	19.909	56.910
□ Stone Mountain	20.00	56.278
□ Tucker	0.90	43.651
□ Clarkston	15.89	52.686

How are my taxes computed?



Appraised Value	100,000
Assessed Value	40,000
Taxable Value	40,000
Divided by 1,000	40
X Millage Rate	15.89
City Property Taxes	\$635.60

FY 2021 Budget



CITY PERSONNEL - FTE

Administration (CM, Clerk, Finance) 6.0

-Admin includes Mayor & Council in budget, but not in FTE count

Police 22.0

Municipal Court 4.0

Public Works 11.6

Planning & Development 2.0

TOTAL 45.6

FY 2021 Budget



CITY PERSONNEL - CHANGES

TRANSFER

- **Special Projects Coordinator – Admin/CM to Police**

NEW

- **Administrative Coordinator – Admin/CM, parks & projects**

REMOVED

- **Engineer (vacant) – Planning & Development**

FY 2021 Budget



CITY VISION & MISSION

- PUBLIC SAFETY
- ECONOMIC DEVELOPMENT
- INFRASTRUCTURE
- EFFICIENT, EFFECTIVE SERVICES

FY 2021 Budget



□ ADMINISTRATION

- Legislative Authority (Mayor/Council)**
- Executive Authority (City Manager)**
- Responsible for Daily City Operation***
- Personnel, Projects Manager***

FY 2021 Budget



□ ADMINISTRATION

-Mayor (1) & Council (6)

-Not included in FTE count

-Council Budget \$139,936

-Mayor Budget \$ 31,630

Salary incr in 2020 – Council \$12K, Mayor \$15K

FY 2021 Budget



□ ADMINISTRATION

-CM, Clerk, Finance

-6.0 FTE (city manager, city clerk, 2 administrative coordinators – NEW FTE, finance director, accountant)

-3% salary increase

FY 2021 Budget



□ ADMINISTRATION

(includes Mayor /Council expenses in total)

-\$1,145,262	total FY 21
-\$ 636,181	Personnel - Admin
-\$ 331,015	Purchase/Cont Svc
-\$ 6,500	Supplies

FY 2021 Budget



□ ADMINISTRATION

Oversee Contracts, Projects, Activ

-Attorneys \$101,000

-IT \$52,050

-Auditors \$36,000

FY 2021 Budget



□ ADMINISTRATION

-Liability Ins (GIRMA)	\$40,000
-Annexation Study	\$15,000
-Dues/Subscrips	\$23,665
-Website Maint	\$ 7,500
-Clear Gov	\$ 7,500

FY 2021 Budget



□ ADMINISTRATION

-Municode Updates	\$	5,000
-Elections	\$	2,000
-Equip Rental <small>(postage/copy)</small>	\$	4,800
-Tax billing/collec	\$	4,500
-Legal Advertising	\$	4,500

FY 2021 Budget



□ PUBLIC SAFETY

-An extremely safe, secure City

-Office of the Chief

-Criminal Investigation

-Patrol

FY 2021 Budget



□ PUBLIC SAFETY

- even more community oriented
- professional & well-trained
- 21 FTE's, fill vacancies
- 1.54/1,000 residents

FY 2021 Budget



□ PUBLIC SAFETY

-\$2,258,713, 33.5% of FY 20

-3% salary increase

-Special Projects

-Enhanced service levels

FY 2021 Budget



□ PLAN & ECONOMIC DEVELOP

- Continue Promoting Clarkston
- Marketing/Advertising/Outreach
- Encourage Develop/Redevelop
- Tell the Clarkston Story

FY 2021 Budget



□ PLAN & ECONOMIC DEVELOP

- Retain/Enhance Existing Business
- Promote/Foster Diversity
- City Center, Multi & Single Fam
- Zoning Code Professional Review, \$100k

FY 2021 Budget



□ PLAN & ECONOMIC DEVELOP

-Annexation

-Code Compliance-Enforcement

-Community Standards

-Beautification

FY 2021 Budget



□ PLAN & ECON DEVELOP

-\$410,601, 3% salary inc

-2 FTE's (Director, Code)

-Contracts, plan review/inspections

-Planning & Zoning Board

FY 2020 Budget



□ PUBLIC WORKS

- Ongoing/enhanced maintenance & beautification of streets, ROW, & parks**
- Litter control & abatement**
- Comprehensive lawn/weed/tree management**
- Street repairs, manage sweeping/paving**

FY 2020 Budget



□ PUBLIC WORKS

- Milam Park, FF, 40 Oaks Nature Preserve, additional maint
- Alternative Landscaping – Urban Ag
- Building Maintenance-oversee contracts- 6 City facilities
- Special Events

FY 2021 Budget



□ PUBLIC WORKS

-\$883,874

3% Salary Inc

-\$117,224

Bldgs & Grounds

-\$112,350

Parks

\$1,113,448

Total PW – 11.6 FTE

FY 2021 Budget



□ PUBLIC WORKS-CAPITAL EXP

\$ 17,000

Cameras-FF

\$ 28,000

Ford F-150, repl 2003

\$ 86,000

Bucket Truck

\$135,000

Sanitation Truck

\$ 125,194

40 Oaks Improve

FY 2021 Budget



□ PUBLIC WORKS-STORMWATER

-Seasonal work in inspecting and maintaining storm water utility

-2 FTE (\$100,000) allocated to SW Fund

-Compliance with NPDES

-Street Sweeping Contract

FY 2021 Budget



□ MUNICIPAL COURT

- \$489,805, 3% salary inc**
- 4 FTE, Chief Court, Records, 2 Court Clerks**
- Manage Court Proceedings**
- Judge, Solicitor, Public Defender**
- Revenue/Activity reductions**

FY 2021 Budget



OTHER INFRASTRUCTURE

-DeKalb County provides (services agreement):

- **water, sewer utilities**
- fire rescue service**
- **emergency management**

FY 2021 Budget



□ COMMUNITY ACTION PROJECTS

-Urban Ag/Environment	\$60,000	
-5 Advisory/Task Groups	\$50,000	
-Special Events	\$20,000	
-Recreation Programs	\$10,000	
-Clarkston Comm Ctr	\$10,000	
-Culture Fest	\$ 7,500	
-Sagal Radio	\$ 7,000	
-CDF/Tell Me A Story	\$ 7,000	
		TOTAL: \$171,500 2.5% of GF

FY 2021 Budget



□ EFFICIENT, EFFECTIVE SERVICES

- Technology, City processes, public access
- Perpetual expense review
- Collaboration/partnerships/grants
- Ensure we receive all revenue

FY 2021 Budget



□ DEBT SERVICE

-\$840,812 total GF

-\$345,697 GTIB streetscape loans

-\$134,647 Police Vehicles

-\$ 92,376, 3 PW trucks, 1 CM-Code

-\$ 10,000, TAN for \$5-600K

FY 2021 Budget



□ SPLOST

-\$1,125,522 **FY 20 Actual**

-\$1,800,000 **FY 21 SPLOST Proceeds**

-\$3,918,756 **FY 21 Expenditures, with
\$799,000 in bond principal and \$119,756 interest**

FY 2021 Budget



□ **STORMWATER**

-\$303,000 **FY 21 Revenue**

-\$326,190 **FY 21 Expenditures**

-Utilize fund balance of \$100,000 for planned project on DeBelle St

-\$63.96 Equivalent Residential Unit (ERU)

-FY 20 ending balance \$400,000

FY 2021 Budget



□ SANITATION

-\$217,900 **FY 20 Revenue**

-\$217,900 **FY 20 Expenditures**

residential collection for 1,070 addresses

**-Will have approximately \$50,000 fund
balance at end of FY 20**

-\$213.21 annual per unit

FY 2021 Budget



□ GRANTS

\$104,000

FY 21 Revenue – 2 grants

\$ 4,000

Police Protective Gear

\$100,000

GDOT LMIG

FY 2021 Budget



FY 2020 ALL FUNDS BUDGET

\$11,468,181

FY 2021 PRELIMINARY BUDGET



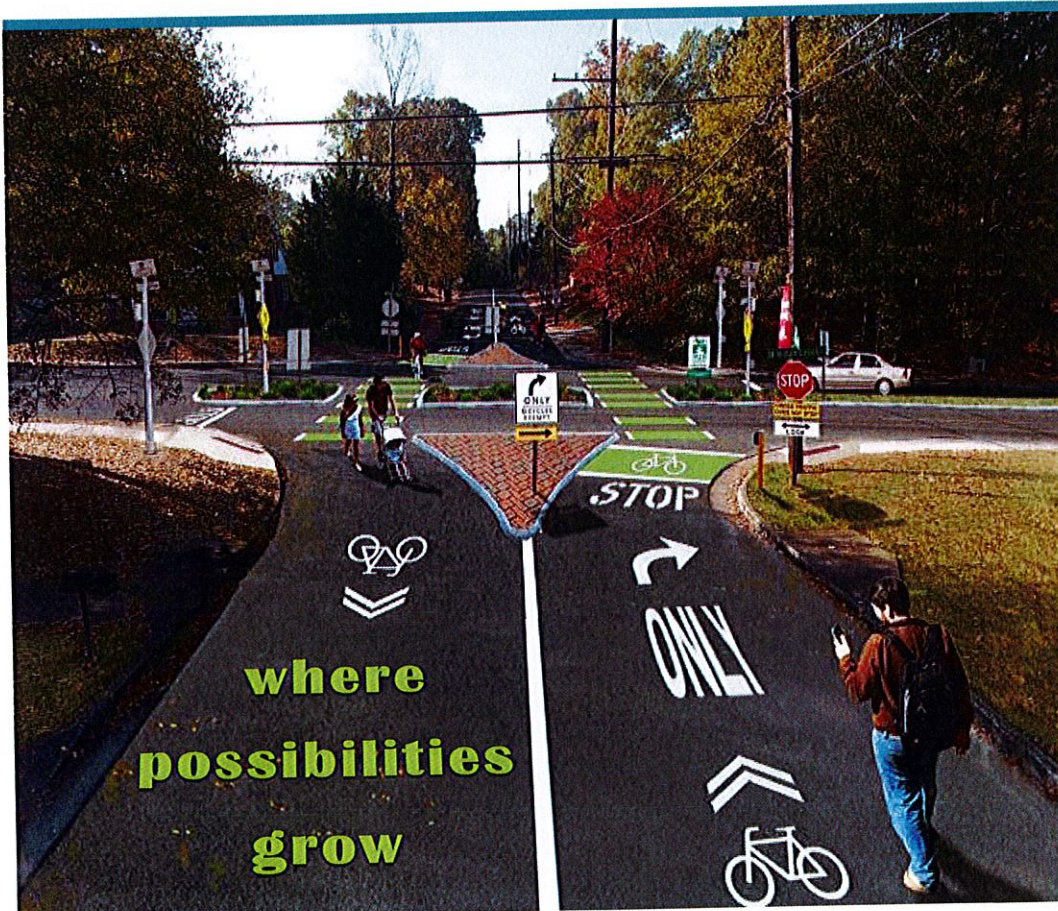
Questions ??
Comments ...!!...

OCTOBER 27, 2020

2021 Preliminary Operating & Enterprise Fund Budget



CITY OF
CLARKSTON



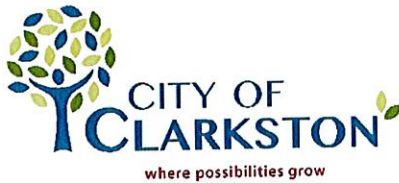
where
possibilities
grow

2021

Submitted 10-27-2020

City Manager

Robin Gomez



MEMORANDUM

To: Mayor Pro Tem Awet Eyasu
Councilman James Carroll
Councilman Ahmed Hassan
Councilwoman Laura Hopkins
Councilwoman Debra Johnson

From: Robin Gomez, City Manager

Date: October 27, 2020

Re: Proposed 2021 Fiscal Year Budget

Please find attached the proposed Preliminary FY 2021 City of Clarkston Budget for all funds. This budget was compiled with input and assistance from each department and the Finance Director. The proposed preliminary budget is balanced with revenues equaling expenditures, pursuant to Georgia State Code.

BUDGET OVERVIEW

The total proposed FY 2021 Expenditure Budget for all funds is **\$11,468,181**. The total proposed FY 2020 Revenue Budget for all funds is \$11,468,181. Both the Expenditure and Revenue estimates represent a 13% decrease compared to FY 2020 amount of \$13,174,759.

The proposed FY 2021 General Fund Operating Budget of **\$6,750,141** represents an \$18,717 decrease as compared to the FY 2020 amount of \$6,768,858.

Administration – 6.0 Full Time Equivalents (FTE)

Total expenditures in the Administration Department have decreased from \$1,170,048 in FY 2020 to **\$1,145,262**, a decrease of \$24,786 proposed for FY 2021. The Administration Department budget represents 17.0% of the total General Fund Budget.

Group Health Insurance premium costs for the City increased by 12.71% for FY 2021 compared to a 12% increase in FY2020. The overall Group Health Insurance budget for 2020 was \$393,656 and increased by 9% to \$429,468 for FY2021, after allowing for costs absorbed by employee deductions for family coverage.

Health Insurance premium costs remain reasonable as this amount represents 6.4% of total General Fund Operating expenditures.

The City of Clarkston Defined Benefit Retirement Plan contribution costs increased overall by 14.4% from FY2020, \$490,342 to \$484,050 in FY 2021. The pension contribution cost as a percentage of gross salaries decreased by 0.5% to 18.25% in FY2021. Total Retirement Contributions for FY 2021 represent 7.2% of total General Fund Operating expenditures.

Police – 21.0 FTE

Expenditures in Police department are budgeted at **\$2,258,713** for FY 2021 compared to \$2,135,699 in FY 2020 representing an overall increase of 5.8% from FY 2020. The Police department budget for FY 2020 represents 33.5% of the total General Fund budget.

For FY 2021, the Clarkston Police Department authorized and funded staffing level is recommended at twenty (20) full time police personnel, plus the Special Projects Coordinator was transferred from Administration to the Police Department. After the 2015 annexation, staffing levels were increased to a total of 26 positions police positions. In FY 2016 and FY 2017, the budget was reduced by unfunding two positions, likewise, in FY 2018, three positions were unfunded. In FY 2019, three additional unfunded Patrol Officer positions were added, for a total of six unfunded positions in FY 2019 and FY2020. This FY 2021 budget includes a total of six unfunded positions during the year.

Full-time personnel are organized as follows; a Police Chief responsible for management of the department, an Assistant Chief who commands the operational uniform and criminal investigations divisions, a Lieutenant who serves as the department's accreditation and state certification manager and will also serve as the department's training officer to insure all personnel meet P.O.S.T certification requirements and a Captain that is currently assigned to a DEA Task force, three (3) detectives and thirteen (13) patrol officers, four (4) of whom are Sergeants serving as shift supervisors.

The recruitment of qualified and desirable candidates to fill our Patrol Officer positions has been a challenge for the past several years. There has been a reduction in the number of qualified individuals choosing law enforcement as a profession. Consequently competition to attract and employ qualified candidates has increased. Additionally, we continue to lose experienced officers once they have obtained two to three years of training to other agencies.

Despite efforts taken over the past few years to remain competitive such as; increasing the starting salary and providing signing bonuses for new officers, the police department continues to maintain an average of two to four vacant police officer positions at any given point in time over the past several years. Additionally to address our competitive disadvantage in recruiting police officers, we included in the FY 2019 budget the purchase of additional police vehicles through a five year lease purchase plan to be able to provide all police officers with take home vehicles. This vehicle program was fully implemented during FY 2020.

Municipal Court – 4.0 FTE

Expenditures in Municipal Court department are budgeted at **\$489,805** for FY 2021 compared to \$518,368 FY2020 representing an overall decrease of 5.8% from FY 2020. The Municipal Court budget for FY 2021 represents 7.3% of the total General Fund budget. The budget decrease was primarily due to decreases in expenditures related to allocations from court fines payable to other agencies because overall fines revenues are expected to continue to decrease in FY2021.

Public Works/Building & Grounds/Parks- 11.6 FTE

The FY2021 operating budget for Public Works, Building & Grounds and Parks is **\$1,113,448** versus \$1,148,667 in FY 2020 and represents 16.5% of the total General Fund Expenditures budget. We have also budgeted the following capital expenditure items for Public Works in FY 2020 to include, two (1) new Ford F-150 pickup truck (\$28,000) to replace a 2003 model, a bucket truck (\$86,000), a trash truck (\$135,000), , security cameras for 40 Oaks Park and building (\$17,000). We have also budgeted \$54,000 for improvements at 40 Oaks Nature Preserve.

Public Works staff continue to ensure the maintenance and care of the City's rights-of-way including streets, sidewalks, and small passive pocket-park areas, as well as our active (Milam) and passive (Friendship Forest and 40 Oaks Nature Preserve) parks. Staff performs a variety of maintenance, beautification, and improvement work including all mowing/weeding including the CSX right-of-way throughout our City limits, tree trimming/removal (parts are contracted out), trash/debris abatement and removal (from rights-of-ways and all City properties), and all other beautification maintenance as needed. Staff is housed out of the Public Works complex located at 3620 Montreal Creek Court.

Planning and Development – 2.0 FTE

The Planning and Development department is responsible for all zoning, plan review, building inspection and permitting functions. The Planning & Development Director has been assigned to manage the activities of our technical consultants associated with these activities in addition to providing technical assistance to the Planning and Zoning Board, Mayor and City Council, and the City Manager. Professional fees for zoning, planning and building Inspection services are currently budgeted in this department.

Effective code enforcement will continue to be critical to the future success of Clarkston's economic development efforts. Given the age of many of our commercial, retail and multi-family dwellings, the City will continue to focus on addressing property maintenance issues that continue to persist. Code enforcement staff have done an excellent job of bringing the many commercial and retail businesses and multi-family complexes obtained as a result of annexation, into compliance. Therefore, for FY 2021, the City will continue to provide code enforcement services utilizing a full time staff person employed directly by the City of Clarkston. Additionally, the City will continue to contract with a third party vendor to assist staff with providing construction plan review.

In the FY2020 budget, we planned to add a City Engineer position, but due to the pandemic, never filled that position. We removed that position from the budget in FY2020 as well.

The recommended FY2021 budget for Planning and Development is **\$410,601** versus \$453,764 in FY 2020, an decrease of \$43,163 primarily due to the removal of the City Engineer position. The FY 2021 Planning and Development budget represents 6.1% of the total General Fund Expenditures budget.

Community Action Projects

The City of Clarkston believes that it is important to support programs and projects that enhance the quality of life for all residents. Therefore in FY 2021, this budget appropriates \$171,500 to support the following Community Action Projects:

- Urban Agriculture - \$50,000
- Senior Programs - \$10,000
- Public Arts Programs - \$10,000
- Health Advisory Task Force - \$10,000
- Early Learning Task Force \$10,000
- Youth Advisory Task Force \$10,000
- Recreation Programs - \$10,000
- Clarkston CultureFest Event - \$7,500
- Sagal Radio - \$7,000
- Clarkston Community Center - \$10,000
- Clarkston Special Events - \$20,000 Increased due to completion of City Center in FY2020
- CDF-Tell Me A Story - \$7,000

Community Development projects budgeted at \$171,500 represents 2.5% of total general fund expenditures.

Debt Service

The City will closed out our second State Road and Tollway Authority (SRTA) construction loan in the amount \$1.7 million in FY2020 and begin making Debt Service payments on this loan. We have budgeted a total of \$186,795 in FY 2021 for these new debt service payments.

The City anticipates the need to obtain a TAN, (Tax Anticipation Note) in FY 2021 as bridge funding until property tax revenues is obtained during the 4th quarter of 2020, in the amount of \$700,000. The estimated interest and loan origination fees amount is \$12,000 and has been included in the FY 2021 budget.

Capital lease payments associated with the purchase of a Bucket Truck (\$86,000) and a Trash Truck (\$135,000) totaling \$221,000 has been budgeted for FY2021, with total debt payments in FY2021 of \$48,200 annually of over the next five years. These were rolled over from FY2020, but anticipate moving forward with purchases in FY2021.

The FY 2021 General Fund appropriation for Debt Service is **\$840,412** compared to \$840,412 budgeted in FY 2020. Debt Service Payments represent 12.5% of total general fund expenditures.

SPLOST Fund

The SPLOST referendum was approved by the voters on November 7th, 2017. Expected SPLOST tax proceeds for FY2020 are budgeted at \$1,800,000. In FY 2018, the City secured a SPLOST bond in the amount \$5,150,000 with the principal and interest payments to be paid from SPLOST tax proceeds over the next six years. In FY2020, the City issued another \$3,000,000 SPLOST Bond and refinanced the balance of the 2018 Bond at a lower interest rate.

The SPLOST Fund expenditures budget for FY 2021 totals **\$3,918,756** and includes payment of bond principal in the amount of **\$799,000** and interest payments (on both bond issues) of **\$119,756** to be paid from the SPLOST tax revenues received. SPLOST construction projects for FY2021 are expected to be \$3,000,000 and will be funded by the SPLOST bond proceeds and SPLOST tax revenues received.

Storm Water Utility Fund

Storm Water Utility Revenue is expected to be \$326,190 for FY 2021. The City will continue to address storm water maintenance issues throughout the City and implement the City's Storm Water Management Plan as required by the Georgia Environmental Protection Division. Total Storm Water expenditures for FY 2021 include one major repair/replacement project estimated at \$83,000 (Partitions Project) that related will need to be addressed. The City has also allocated \$107,650 in Salaries and payroll taxes to the Stormwater Fund from the Public Works department to cover the staff time spent during the late winter/early spring do annual stormwater maintenance and clearance of all storm water structures. Total Storm Water Fund Expenditures in FY 2021 are budgeted at **\$326,190**.

Sanitation Enterprise Fund

The Sanitation Enterprise Fund continues to perform adequately. Expenditures and revenues for FY 2021 are projected at **\$217,900**. The contract with Waste Management provides for an annual increase commensurate with the CPI.

Grant Funds

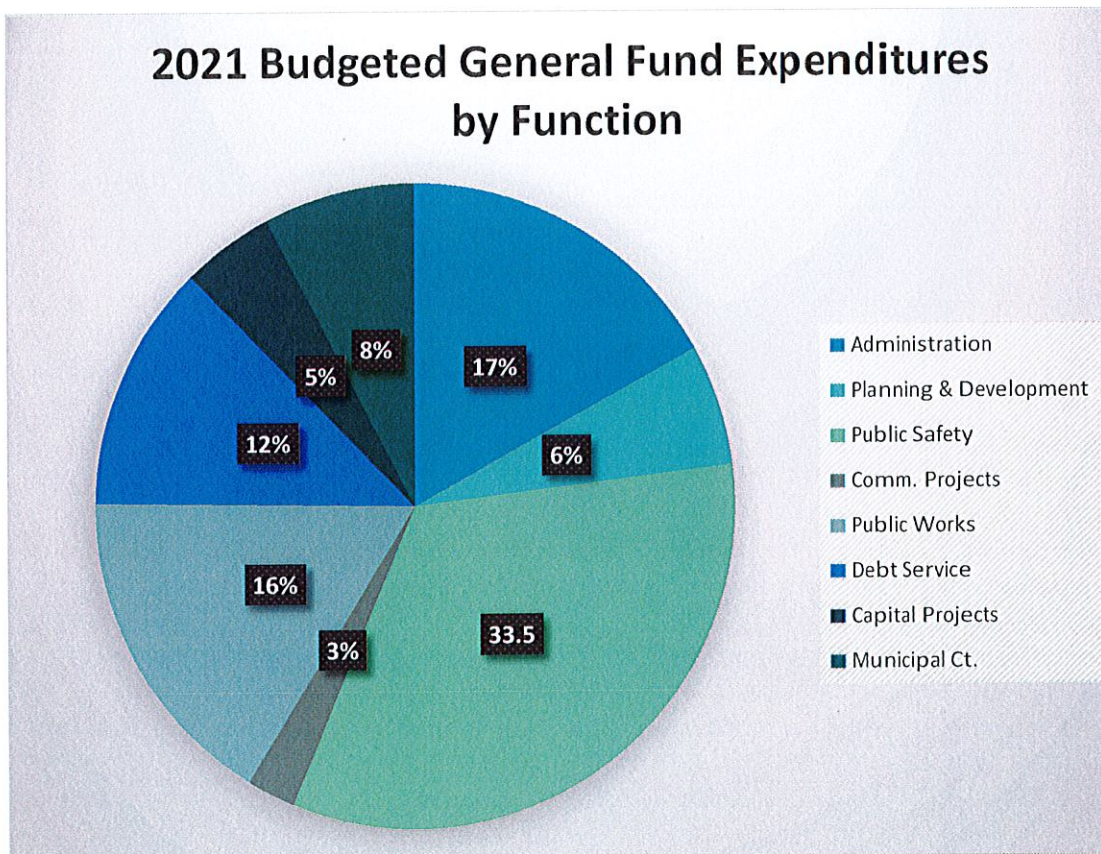
The City of Clarkston received funding from three (3) grant sources during the FY 2020 budget year. The City received \$103,741 from the Local Maintenance & Improvement (LMIG) state grant fund, \$961,600 from the FHWA Federal grant and ARC grants for the Streetscape construction project, and Fulton/Dekalb Hospital Authority grant of \$9,407 to provide defibrillators for City Hall and the Police department, and \$4,000 from the US Department of Justice for police ballistic vests. The City expects to spend \$104,100 from grants in FY 2021, with \$100,000 from GDOT LMIG grant and \$4,000 for US Department of Justice on ballistic vest reimbursements.

Expenditures Summary

The total proposed FY 2021 Expenditure Budget for all funds is **\$11,468,181** which represents a decrease of \$1,706,578 as compared to \$13,174,759 in FY 2020. This decrease will be due to completion of the Streetscape project in FY2020.

The proposed FY 2021 General Fund operating budget of **\$6,750,141** represents a \$18,717 decrease as compared to the FY 2020 amount of \$6,768,858.

As depicted in the chart below, the largest expenditure categories by percentage for General Fund Expenditures are; Public Safety 33.5%, Administration at 17.0% and Public Works 16.5% of the total expenditure budget. Debt service costs remain manageable at 12.5% of total FY 2021 expenditures.



Revenues Summary

The proposed FY 2021 Proposed General Fund Total Revenue budget of **\$6,750,141** represents a decrease of \$18,717 or 0.27% as compared to \$6,768,858 in FY 2020.

The proposed FY 2020 Budget will be transmitted to the Mayor and Council on October 27, 2020. Additionally, copies of this document will be available for public review at the Clarkston Branch Library, Clarkston City Hall and on the City of Clarkston website. A public hearing will be held to afford the public an opportunity to provide comments and feedback on the proposed budget at 6:30 pm on December 1, 2020 during the City Council Work Session. A second public hearing will be held at the Tuesday, December 8, 2020 Regular City Council Meeting followed by consideration and adoption at the City of Clarkston Council meeting on December 8, 2020.

Please let me know of any questions, comments, or other regarding this proposed FY 2021 budget.

As of October 13, 2020	2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
REVENUES						
General Fund	7,649,985	6,768,858	3,580,631	52.9%	5,825,023	6,750,141
Other Funds:						
Federal Seizures Fund	192,319	80,464	40,970	50.9%	46,511	80,000
City Seizures Fund	-	-	-	0.0%	-	-
Grants Fund	3,529,134	760,347	681,470	89.6%	1,079,841	104,000
HOST Fund	-	20,000	-	0.0%	-	71,194
Stormwater Fund	305,747	521,190	163,408	31.4%	303,030	326,190
Sanitation Fund	216,712	217,900	121,025	55.5%	217,900	217,900
Affordable Housing Trust Fund	200,000					
Coronavirus Relief Fund	-	-	1,433,288		1,433,288	-
SPLOST Fund	1,840,829	4,806,000	8,410,462	175.0%	9,000,522	3,918,756
Total Revenue - All Funds	13,934,726	13,174,759	14,431,255	109.5%	17,906,115	11,468,181

EXPENDITURES						
GENERAL FUND EXPENDITURES						
Administration	1,150,108	1,170,048	807,703	69.0%	1,102,544	1,145,262
Buildings and Grounds	140,422	143,624	68,053	47.4%	114,418	117,224
Planning and Development	283,441	453,764	233,029	51.4%	346,311	410,601
Community Action Projects	97,053	181,500	15,641	8.6%	24,500	171,500
Municipal Court	460,215	518,368	330,805	0.0%	454,848	489,805
Police	1,876,010	2,135,699	1,474,705	0.0%	2,043,204	2,258,713
Public Works	767,682	892,693	657,385	73.6%	834,441	883,874
Parks	114,291	112,350	31,657	28.2%	62,755	112,350
Debt Service	550,493	840,812	399,225	47.5%	701,677	840,812
Capital Projects Fund - General Fund	1,600,143	320,000	130,053	40.6%	140,325	320,000
Total General Fund Expenditures	7,039,859	6,768,858	4,148,255	61.3%	5,825,023	6,750,141
Other Funds Expenditures						
Federal Seizures Fund	204,847	80,464	161,361	200.5%	176,754	80,000
City Seizures Fund	1,279	-	-	-	-	-
Grants Fund	3,445,998	760,347	577,730	0.0%	976,100	104,000
Coronavirus Relief Fund	-	-	287,876	-	1,433,288	-
HOST Fund	-	20,000	-	0.0%	-	71,194
SPLOST Fund	3,155,803	4,806,000	5,552,277	115.5%	8,402,376	3,918,756
Stormwater Fund	284,125	521,190	116,403	22.3%	599,172	326,190
Sanitation Fund	199,184	217,900	95,269	43.7%	145,269	217,900
Total Expenditures - ALL FUNDS	14,331,095	13,174,759	10,939,170	83.0%	17,557,982	11,468,181

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General Fund Surplus/(Deficit)

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General Fund Expenditures Allocation by Function

	2020 Projected	% of Budget	2021 Budget	% of Budget
Administration	1,102,544	18.9%	1,145,262	17.0%
Planning & Development	346,311	5.9%	410,601	6.1%
Public Safety	2,043,204	35.1%	2,258,713	33.5%
Municipal Court	454,848	7.8%	489,805	7.3%
Community Development Projects	24,500	0.4%	171,500	2.5%
Public Works	1,011,614	17.4%	1,113,449	16.5%
Debt Service	701,677	12.0%	840,812	12.5%
Capital Projects	140,325	2.4%	320,000	4.7%
	5,825,023	100.0%	6,750,142	100.0%

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EXPENDITURE							
As of October 13, 2020		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
GENERAL ADMINISTRATION - 10-1110, 1310, 1330, 1400, 1500							
Council Salaries	511100	21,000	72,000	47,779	66.4%	62,780	72,000
Council Health Insurance	512100	39,036	36,936	22,231	60.2%	25,841	33,288
Council/FICA	512200	1,281	4,464	2,944	65.9%	3,874	4,464
Council Medicare	512300	300	1,044	689	66.0%	930	1,044
Council Retirement	512400	3,539	13,500	10,003	74.1%	13,343	13,140
Council/Travel	523500	7,297	8,000	3,165	39.6%	4,000	8,000
Council/Education/Training	523700	3,580	8,000	2,860	35.8%	3,000	8,000
Mayor/ Salary	511100	6,500	15,000	8,750	58.3%	11,250	15,000
Mayor Health Insurance	512100	8,722	7,356	2,123	28.9%	3,123	8,244
Mayor/FICA	512200	403	930	520	55.9%	680	930
Mayor/Medicare	512300	94	218	122	55.8%	158	218
Mayor Retirement	512400	1,095	2,813	2,084	74.1%	2,780	2,738
Mayor/Travel	523500	734	3,000	321	10.7%	321	3,000
Mayor Education/Training	523510	1,050	1,500	-	0.0%	500	1,500
Gen Adm/Salaries	511100	504,548	469,516	350,782	74.7%	477,014	462,513
Gen Adm/Group Ins	512100	42,890	50,436	47,633	94.4%	46,000	51,564
Gen Adm/FICA	512200	27,151	29,110	21,261	73.0%	29,110	28,676
Gen Adm/Medicare	512300	6,996	6,808	4,972	73.0%	6,808	6,706
Gen Adm/Retirement	512400	99,282	88,034	65,230	74.1%	88,034	84,409
Gen Adm/Work Comp	512700	1,790	2,348	1,921	81.8%	1,921	2,313
Tax Billing/Coll Svc	521100	3,890	4,500	3,898	86.6%	3,900	4,500
Gen Adm-Board Elections	521110	2,881	5,000	-	0.0%	5,000	2,000
City Auditor	521200	28,500	36,000	34,500	95.8%	34,500	36,000
City Attorney	521210	172,061	89,000	77,271	86.8%	105,000	101,000
Gen Adm/Professional	521215	10,500	40,000	13,298	33.2%	15,000	30,000
Computer/Hard& Soft	521300	41,757	52,050	32,852	0.0%	49,000	52,050
Gen Adm/-Repairs/Maint	522200	1,392	2,000	-	0.0%	1,000	1,000
Equip/Rental/Lease	522320	4,242	4,800	3,229	67.3%	4,312	4,800
Prop/Liability Ins	523100	37,826	40,000	12,032	30.1%	40,000	40,000
Communications	523200	1,654	3,600	1,336	37.1%	2,000	2,500
Postage	523210	2,282	3,600	2,088	58.0%	3,000	3,600
Advertising	523300	3,048	4,500	1,730	38.4%	4,500	4,500
Printing Service	523400	14,725	10,700	4,528	42.3%	10,000	9,000
Travel	523500	1,878	3,300	32	1.0%	200	1,500
Dues & Fees	523600	18,464	23,665	14,286	60.4%	23,665	23,665
Education	523700	1,395	2,920	199	6.8%	400	2,000
Other Miscellaneous Expense	523910	4,500	4,000	1,955	48.9%	3,000	3,000
Bank/Finance Chgs	523920	8,665	9,900	7,483	75.6%	11,500	9,900
General Supplies	531100	4,245	5,000	1,381	27.6%	3,000	3,000
Books & Periodicals	531400	-	400	-	0.0%	100	400
Small Equipment	531600	8,723	3,000	-	0.0%	2,000	2,000
Uniform	531700	-	600	216	36.0%	-	600
Other Supplies	531710	195	500	-	0.0%	-	500
Furniture and Fixtures	542300	-	-	-	-	-	-
Computer Equipment	542400	-	-	-	0.0%	-	-
TOTALS		1,150,108	1,170,048	807,703	69.0%	1,102,544	1,145,262

CITY HALL- GENERAL ADMINISTRATION
BUDGET
2021

1100	CITY COUNCIL	
511100	City Council Salaries	\$72,000
512100	City Council Health Insurance	\$33,288
512200	City Council FICA	\$4,464
512300	City Council Medicare	\$1,044
512400	City Council Retirement	\$13,140
523500	City Council Travel	\$8,000
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523700	City Council Training	\$8,000
SUBTOTAL COUNCIL		\$139,936
1300	MAYOR	
511100	Mayor Salaries	\$15,000
512100	Mayor Health Insurance	\$8,244
512200	Mayor FICA	\$930
512300	Mayor Medicare	\$218
512400	Mayor Retirement	\$2,738
523500	Mayor Travel	\$3,000
523700	Mayor Training	\$1,500
SUBTOTAL MAYOR		\$31,630

01500	GENERAL ADMINISTRATION	
00051	PERSONAL SERV. & EMPLOYEE BEN.	
511100	Administration Full Time Salaries	\$462,513
	Funding for 6 positions: City Manager, City Clerk, Finance Director, Accountant, Admin Coordinator, and New Position Admin Coordinator for Parks. Moved Community Relations/Special Projects Coordinator to Police Department	
511200	Administration Salaries Part Time (none at this time)	\$0
511300	Administration Overtime	\$0
512100	Administration Insurance- Health	\$51,564
512200	Administration Social Security FICA (6.2%)	\$28,676
512300	Administration Medicare (1.45%)	\$6,706
	Total Salaries – Full-time 1.45% x total	
512400	Administration Retirement Contributions	\$84,409
	GMEMBS Pension Plan 18.75% of annual full-time salaries	
12500	Administration Tuition Reimbursement	\$0
512700	Administration Worker's Compensation (GMA)	\$2,313
SUBTOTAL	PERSONNEL/EMPLOYEE BENEFITS	\$636,181
00052	PURCHASED CONTRACTED SERVICES	
521100	Administration Tax Billing/Collection Services	\$4,500
	Dekalb County Tax Commissioner Property Tax Billing	
521110	Administration Board of Elections Services	\$2,000
	Dekalb County Board of Elections Services	
521200	Administration Audit Fees	\$36,000
	Annual Audit \$29,000	
	A133 Single Audit due to Federal Grants \$7,000	

521210	Administration City Attorney Fees City Attorney Fees \$8,000 monthly \$96,000 Bond Attorney Fees – Tax Anticipation Note \$5,000	\$101,000
521215	Administration Professional Services Fees Diversified Technology Consulting-Website Annual Maintenance \$7,500 City Annexation Studies \$15,000 ClearGov Insight Implementation \$7,500	\$30,000
521300	Administration Information Technology Services VC3, Inc – Info Tech Support Svcs \$1,600 x 12 mths = \$19,200 VC3, Inc – NEW- Email Archiving \$4,410 VC3, Inc – NEW- Office365 Threat Protection \$6,440 INOVA Payroll Processing Fees \$12,000 OpenRDA Accounting Software Support and Maintenance Fees \$7,000 Granicus – IQM2 = \$250 x 12 mths = \$3,000	\$52,050
522200	Administration-Repairs & Maintenance	\$1,000
522320	Administration Equipment Rental Neopost Postage Machine Rental \$300/qtr = \$1,200 Toshiba Copier \$300/mth = \$3,600	\$4,800
523100	Administration Insurance - (GIRMA) Administration Liability Insurance	\$40,000
523200	Administration Communications AT&T FirstNet Cell Phones/Wireless Devices \$208.34 per month = \$2,500	\$2,500
523210	Administration Postage & Shipping United States Postal Service, UPS and FedEx charges. \$300 per month	\$3,600
523300	Administration Advertising - Legal Cost for advertising public hearings, grant bids, RFPs, and other state requirements.	\$4,500
523400	Administration Printing & Binding Printing and copy costs associated with stationary, envelopes,	\$9,000

business cards, forms, etc. \$2,000
 Municode updates \$5,000
 Toshiba copier printing overage billings \$2,000

523500	Administration Travel	\$1,500
	Hotel expense and travel reimbursement for conferences, mileage reimbursements	
	City Clerk GMA Conferences & Mileage Reimbursement \$800	
	Finance Director GGFOA Conference \$700	
523600	Administration Dues & Subscriptions	\$23,665
	Dues for professional associations and subscriptions	
	Dekalb Municipal Association \$9,000	
	GMA Telecom Fees \$7,200	
	GMA Membership Dues \$4,800	
	GMA Unemployment Services Fee \$100	
	National League of Cities Dues \$1,200	
	Dekalb Chamber of Commerce \$450	
	Institute of Mgmt Accountants Dues-Fin. Dir. \$295	
	GGFOA Dues – Finance Director \$50	
	IIMC Dues – City Clerk \$195	
	Welcoming America - Mayor \$50	
	GMC/FOA Dues – City Clerk \$50	
	National Civic League \$275	
523700	Administration Education & Training	\$2,000
	Total administrative costs associated with registration costs or conferences, certifications, and training for:	
	City Clerk – GMA City Clerk Conferences \$500	
	Finance Director – GGFOA Conference \$420	
	Accountant – Training/Conferences \$500	
	Other City wide training \$580	
523910	Administration Miscellaneous Expense	\$3,000
	Drug testing, background checks, employee recognition pins, florist bills, and unforeseen administrative expenses.	
	Cost of meals for meetings	
523920	Administration Bank Fees & Charges	\$9,900
	Wells Fargo Bank Analysis Fees \$200/mth = \$2,400	
	Credit Card Processing Fees-ETS/Bankcard = \$600/mth = \$7,200	
	Banking Supplies-Deposit slips, etc. = \$300	

SUBTOTAL PURCHASED AND CONTRACT SERVICES **\$331,015**

00053 SUPPLIES

531100 Administration Office Supplies **\$3,000**

Paper, pens, individual printers, printer cartridges, high quality documents, photos, copied material, folders, spiral notebooks, etc.

531400 Administration Books & Periodicals **\$400**

Books, manuals, and other published information.

531600 Administration Small Equipment **\$2,000**

Replacement Equipment as needed \$2,000

531700 Administration Uniforms **\$600**

531710 Administration Other Supplies **\$500**

Office Furnishings or replacement

SUBTOTAL SUPPLIES **\$6,500**

TOTAL ADMINISTRATION (DEPT 1500) **\$973,696**

TOTAL 1110, 1310, AND 1500 **\$1,145,262**

EXPENDITURE							
As of October 13, 2020							
POLICE DEPARTMENT - 30-3200							
Salaries-Full Time	511100	977,159	1,148,751	823,307	71.7%	1,100,000	1,225,300
Salaries-Part Time	511200	-	-	-		-	-
Overtime	511300	24,779	12,000	10,322	86.0%	14,000	12,000
DEA Task Force Overtime	511310	29,806	18,000	23,544	130.8%	30,000	18,000
Health Insurance	512100	113,083	159,720	107,185	67.1%	146,185	192,024
FICA Contributions	512200	60,849	73,083	50,020	68.4%	67,463	77,829
Medicare Contributions	512300	14,231	16,798	11,698	69.6%	15,870	16,794
Retirement Contribution	512400	189,675	221,016	163,764	74.1%	219,000	229,092
Tuition Reimbursement	512500	-	-	-		-	-
Workers Compensation Insurance - GMA	512700	69,047	70,725	66,922	94.6%	66,922	72,068
Uniforms-Protective Gear	512905	2,536	3,900	3,969	101.8%	5,000	3,900
Uniforms	512910	29,308	18,035	9,649	53.5%	18,000	18,035
Professional Services	521220	4,000	3,880	950	24.5%	3,000	3,880
Police Admin IT Fee	521300	62,943	97,220	63,469	65.3%	97,000	97,220
Repairs/Maint	522200	10,131	10,000	7,737	77.4%	10,000	10,000
Vehicle Repairs/Maint	522210	76,946	30,000	25,138	83.8%	30,000	30,000
Equip/Rental-Lease	522320	31,714	13,664	12,663	92.7%	13,664	13,664
Liability Insurance -GIRMA	523100	69,986	96,000	23,741	24.7%	96,000	96,000
Communications	523200	11,510	13,107	24,653	188.1%	28,000	13,107
Postage	523210	183	250	10	4.0%	250	250
Advertising	523300	-	2,000	-	0.0%	-	2,000
Printing	523400	1,729	3,000	1,900	63.3%	3,000	3,000
Travel	523500	4,593	6,000	1,722	28.7%	2,500	6,000
Dues & Fees	523600	17,599	15,450	9,395	60.8%	15,450	15,450
Education/Training	523700	6,208	6,000	645	10.8%	1,500	6,000
Other Expense	523910	1,547	2,000	398	19.9%	1,000	2,000
Office Supplies	531100	2,939	2,500	1,118	44.7%	2,500	2,500
Investigative Supplies - CID	531130	2,560	2,500	46	1.8%	2,500	2,500
Gas, Oil & Diesel	531270	43,103	72,000	22,506	31.3%	36,500	72,000
Books & Periodicals	531400	673	400	125	31.2%	200	400
Small Equipment	531600	17,174	17,700	8,111	45.8%	17,700	17,700
Capital Equipment-Vehicles	542500			-			
Capital Equipment-Police Radios	542500		-				
Totals		1,876,010	2,135,699	1,474,705	69.1%	2,043,204	2,258,713

Clarkston Police Department

2020 Budget

Personnel Services & Employees

511100	Police Department Salaries Full Time Annual base salaries for 20 total staff 2 - Police Chief & Assistant Police Chief 1 – Captain DEA Task Force 1 – Lieutenant-Training/Certification Officer 4 – Sergeants for Patrol 9 – Patrol Officers 3 - CID Staff 1 – Special Projects Coordinator 27 Approved positions, with 6 unfunded 2020	\$1,225,300
511300	Police Department Overtime Used for proactive police operations, emergency situations, special events, and mandatory training.	\$12,000
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511310	Police Department DEA Taskforce Overtime	\$18,000
512110	Police Department Insurance (Health-Life-Dental)	\$192,024
512200	Police Department Social Security FICA (6.2%) (6.2% of full, part-time, and overtime salaries)	\$77,829
512300	Police Department Medicare (1.45% of full, part-time & overtime salaries)	\$16,794
512400	Police Department Employee Retirement Program The rates are 18% of annual full-time salaries	\$229,092
512500	Police Department Tuition Reimbursement	\$0
512700	Police Department Worker's Comp Insurance (GMA) 6% of regular full-time and part-time salaries.	\$72,068
512905	Police Department Uniforms – Protective Gear Requesting 6 ballistic vests; (1) for normal replacement and (5) for new hires at \$650 per vest.	\$3,900
512910	Police Department Uniforms <ul style="list-style-type: none"> • \$125 per officer (20) for one pair of boots = \$2,500 	\$18,035

- 5 vacant positions. To outfit a new officer cost is approximately \$950 for uniforms. $5 \times \$950 = \$4,750$
- Duty gear for 5 vacant positions $\$541 \times 5 = \$2,705$
- Carriers to carry our issued body cameras need to be replaced $9 \times \$120 = \1080 .
- Normal replacement of uniforms for 14 officers (excluding new hires who will receive new uniforms) $\$500 \times 14 = \$7,000$

Sub-total Personnel Service & Employees **\$ 1,865,042**

Purchased/Contracted Services

521220	Police Department Professional Services Includes fees for applicant processing, consultants, testing and other professional services. Physical exams ($\$85 \times 8 = \680) Psychological exams ($\$275 \times 8 = \$2,200$) Polygraph exams ($\$125 \times 8 = \$1,000$)	\$3,880
521300	Police Department Information Technology Support VC3, Inc. annual IT Support Fees - $\$4,800 \times 12 = \$57,600$ VC3, Inc. MDT Support Fees - $\$2,210 \times 12 = \$26,520$ VC3, Inc.-NEW-Premise Server Backups PD - $\$7,100$ VC3, Inc.-NEW-NEW PD Server P2P-Tyler - $\$6,000$	\$97,220
522200	Police Department Equipment Repairs & Maintenance Rite Weight, Inc $\$350$ Mobile Comm-Dekalb $\$2,000 \times 4$ (per quarter) = $\$8,000$ DragonEye Technology $\$400$ Other Equipment Repairs-Spotlights, Misc = $\$1,250$	\$10,000
522210	Police Department Vehicle Repairs & Maintenance Upkeep and repairs on our fleet of vehicles. Tires – Kauffman Tires Vehicle Repairs – RDS Automotive Services Vehicle Cleaning – Finish Line Car Wash	\$30,000
522320	Police Department Equipment Rental/Lease Contracts Toshiba Copiers $\$300/\text{month} = \$3,600$ AXON Tasers Annual Fees = $\$3,200$ AXON Tasers Lease Payments = $\$6,864$	\$13,664
523100	Police Department Insurance – GIRMA General Automobile Liability & Physical Damage = $\$45,000$ Law Enforcement Liability = $\$46,000$	\$96,000

Deductibles Budget = \$5,000

523200	Police Department Communications Includes: <ul style="list-style-type: none">▪ AT&T phones and air cards for vehicles	\$13,107
523210	Police Department Postage	\$250
523300	Police Department Advertising Employment Recruiting Ads	\$2,000
523400	Police Department Printing Includes funds for printing letterhead, business cards and other required forms. Update all business cards with cityofclarkston.com email address.	\$3,000
523500	Police Department Travel Includes travel costs for seminars, conferences, conventions and other training programs. This includes the travel for command staff.	\$6,000
523600	Police Department Dues and Subscriptions <ul style="list-style-type: none">▪ Georgia Association of Chiefs of Police \$250▪ International Association of Chiefs of Police \$300▪ International Association of Chiefs of Police NET- \$525▪ State Re-Certification Annual Fee \$300▪ Dekalb Chief's Association \$100▪ GA Assoc. Law Enforcement Firearms \$110▪ GPAC Membership \$200▪ Georgia Peace Officers Association \$75▪ Guardian Tracking-Employee Tracking \$1,400▪ Power DMS Annual Dues \$5,000▪ UTILITY Annual Dues \$4,000▪ Thomson Reuters Research Database Subscription \$2,640▪ National Internal Affairs Association \$100▪ Metropol \$150.00▪ Other \$300	\$15,450
523700	Police Department Education & Training Training for all department members includes symposiums and specialized classes that are not readily available at the State or Local Academy.	\$6,000
523910	Police Department Miscellaneous Expense Allows for miscellaneous expenses not specified under other line items such as shipping costs, batteries, coffee, etc. Includes outreach programs currently	\$2,000

sponsored by the department including community based programs, investigator meetings, and staff meetings. Identification cards for new hires.

Subtotal Purchased/Contracted Services **\$298,571**

Supplies

531100 **Police Department Office Supplies** **\$2,500**
Based on history of usage and anticipated requirements, particularly in printer cartridges, paper and other computer supplies as well as office supplies normally used. Adjusted for thermal paper expenses.

531130 **Investigative Supplies - CID** **\$2,500**
Equipment and supplies for proper criminal investigations. Including digital recording for witnesses, safety supplies and equipment, latent fingerprint collection kits and drug field testing refills, and translators as needed.

531270 **Police Department Fuel and Oil** **\$72,000**
Increase due to addition of take home vehicles to be purchased in FY2019.

531400 **Police Department Books & Periodicals** **\$400**

531600 **Police Department Small Equipment** **\$17,700**
Includes ammunition and targets for firearm training to include targets. Taser unlimited live cartridges and PPM batteries, and ballistic shield.

Sub-total Supplies **\$95,100**

Total Operating Budget **\$2,258,713**

EXPENDITURE							
As of October 13, 2020							
MUNICIPAL COURT - 20-2650							
Salaries	511100	167,961	192,256	140,807	73.2%	192,256	199,583
Part Time Salaries	511200		-	-			-
Overtime	511300	1,501	3,000	593	19.8%	600	3,000
Health Insurance	512100	21,822	31,524	24,243	76.9%	26,943	35,076
FICA Contributions	512200	9,838	12,106	8,226	68.0%	12,106	12,560
Medicare Contributions	512300	2,302	2,831	1,924	67.9%	2,831	2,937
Retirement Contribution	512400	36,618	36,610	27,127	74.1%	36,171	36,971
Tuition Reimbursement	512500	-	-	-			
Workers Compensation Insurance - GMA	512700	770	976	853	87.4%	853	1,013
Uniforms	512910	1,304	1,200	538	44.8%	1,000	1,200
City Judge	521200	24,227	24,000	16,000	66.7%	22,000	24,000
City Solicitor	521210	12,800	12,000	3,000	25.0%	10,000	12,000
Public Defender	521215	8,000	9,600	3,200	33.3%	5,600	9,600
Professional Services	521220	4,840	5,800	1,979	34.1%	4,000	5,800
Information Technology Services	521300	52,119	55,760	44,572	79.9%	50,000	55,760
Equipment Rental	522320	3,054	3,600	2,338	64.9%	3,600	3,600
Communications	523200	1,091	1,560	1,003	64.3%	1,560	1,560
Printing	523400	2,228	2,000	1,354	67.7%	2,000	2,000
Travel	523500	1,628	5,900	-	0.0%	-	3,500
Dues & Fees	523600	301	720	220	30.6%	700	720
Education/Training	523700	775	1,525	865	56.7%	1,525	1,525
Other Expense	523910	171	300	-	0.0%	-	300
Office Supplies	531100	2,267	3,000	2,465	82.2%	3,000	3,000
Books & Periodicals	531400	-	200	-	0.0%	200	200
Small Equipment	531600	749	1,000	1,703	170.3%	1,703	1,000
A & B Fund	571000	17,049	17,000	7,280	42.8%	12,000	10,000
Training Fund	571010	29,502	30,000	11,195	37.3%	18,000	20,000
Crime Victim Emer Fund	571020	16,504	18,000	6,954	38.6%	12,000	9,000
Crime Victim DUI Fund	571030	207	600	312	52.0%	600	600
Brain & Spinal Inj Fund	571040	475	500	995	199.0%	1,500	500
Indigent Defense Fund	571060	32,746	36,000	13,713	38.1%	22,000	25,000
Crime Lab Fee	571070	200	600	300	50.0%	600	600
County Drug Treatment	571080	3,157	3,200	4,975	155.5%	6,000	3,200
Drivers Ed/Tng	571090	4,008	5,000	2,072	41.4%	3,500	4,000
Totals		460,215	518,368	330,805	63.8%	454,848	489,805

Clarkston Municipal Court

2021 Budget

Personnel Services & Employees

511100	Municipal Court Salaries Full Time Four full-time court staff	\$199,583
511200	Municipal Court Salaries Part Time	\$0
511300	Municipal Court Overtime	\$3,000
512110	Municipal Court Insurance (Health-Life-Dental)	\$35,076
512200	Municipal Court Social Security FICA (6.2%) (6.2% of full, part-time, and overtime salaries)	\$12,560
512300	Municipal Court Medicare (1.45% of full, part-time & overtime salaries)	\$2,937
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512400	Municipal Court Employee Retirement Program The rates are 17% of annual full-time salaries	\$36,971
512500	Municipal Court Tuition Reimbursement	\$0
512700	Municipal Court Worker's Comp Insurance (GMA) 0.5% of regular full-time and part-time salaries.	\$1013
512910	Municipal Court Uniforms	\$1,200
Sub-total Personnel Service & Employees		\$ 292,340

Purchased/Contracted Services

521200	Municipal Court Judge \$2,000 per month	\$24,000
521210	Municipal Court Solicitor \$1,000 per month	\$12,000
521215	Municipal Court Public Defender \$800 per month	\$9,600
521220	Municipal Court Professional Services	\$5,800

	Interpreters for Court	\$4,000
	Bailiff/Security-Tucker Court \$150 x 12=	\$1,800
521300	Municipal Court Information Technology Support	\$53,360
	VC3, Inc. annual IT Support Fees \$1,200 per month x 12 months = \$12,000	
	Tyler Technologies – Incode Software Support Fees are \$10 per citation with average 333 citations per month x 12 months = \$39,960	
	BadgePass Software Annual Support Fee \$1,400	
522200	Municipal Court Equipment Repairs & Maintenance	\$0
522320	Municipal Court Equipment Rental/Lease Contracts	\$3,600
	Toshiba Copier Lease \$300/mth	
523200	Municipal Court Communications	\$1,560
	Includes:	
	▪ GTA-GA Technology Authority (GCIC) \$40 x 12 = \$480	
	▪ AT&T First Net- Cell Phones \$90x12= \$1,080	
523400	Municipal Court Printing	\$2,000
	Includes funds for printing letterhead, business cards and other required forms for court including court summons, arraignment forms, and subpoenas \$1,000	
	Card South Solutions – Card Stock for permit ID Card Printer \$1,000.	
523500	Municipal Court Travel	\$3,500
	Judge Will-Municipal Judge Training \$500	
	Georgia Council of Court Administrators Conferences- Chief Court Clerk – 1 conference annually May/September, hotel, mileage, & food @ \$1,200 each = \$1,200	
	GCIC Symposium (TAC) Conference – Chief Court Clerk + Court Clerk (August) = 1 @ \$1,200 = \$1,200	
	Georgia Municipal Court Clerk's Council \$600	
523600	Municipal Court Dues and Subscriptions	\$720
	Georgia Records Association (GRA)	
	(Dorothy/Amanda \$30 each)	\$60
	Georgia Council of Municipal Judges (Judge Will)	\$100
	GA Institute Continuing Judicial Education (Judge Will)	\$325
	Georgia Council of Court Administrators(GCCA)(Dorothy)	\$100
	Georgia Municipal Court Clerk's Council (GMCCC)	
	(Dorothy) \$45	\$45
	Georgia Terminal Agency Association (TAC)	
	(Dorothy & Amanda) \$20 each	\$40

	Notary Fees	\$50
523700	Municipal Court Education & Training	\$1,525
	ICJE-Georgia Municipal Court Clerks Council- required annual Recertification training for Chief Court Clerk	\$225
	Conference Registration (GCCA) (1@\$300) (DRJ)	\$300
	GCIC Symposium (TAC) (Amanda & DRJ - 2@\$225)	\$450
	Georgia Records Association-DRJ or Amanda	\$350
	Other Training for Records Clerks	\$200
523910	Municipal Court Miscellaneous Expense	\$300
	Allows for miscellaneous expenses not specified under other line items such as shipping costs, batteries, coffee, etc.	
	Subtotal Purchased/Contracted Services	\$120,365
	<u>Supplies</u>	
531100	Municipal Court Office Supplies	\$3,000
	Office supplies including printer cartridges, paper and other supplies.	
531400	Municipal Court Books & Periodicals	\$200
531600	Municipal Court Small Equipment	\$1,000
	Replacement printers and other small office equipment	
	Sub-total Supplies	\$4,200
	Allocations of Municipal Court Fines & Forfeitures	
571000	Municipal Court Police Annuity & Benefit Fund	\$7,000
571010	Municipal Court Police Training Fund	\$20,000
571020	Municipal Court Crime Victim's Emergency Fund	\$9,000
571030	Municipal Court Crime Victim's DUI Fund	\$600
571040	Municipal Court Brain & Spinal Injury Fund	\$500
571060	Municipal Court Indigent Defense Fund	\$25,000
571070	Municipal Court Crime Lab Fee	\$600
571080	Municipal Court Dekalb County Drug Treatment Fund	\$3,200
571090	Municipal Court Driver Education Training Fund	\$4,000
	TOTAL ALLOCATIONS – Court Fines & Forfeitures	\$72,900
	Total Budget	\$489,805

EXPENDITURE		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020	2021
						PROJECTED & AMENDED BUDGET	BUDGET REQUEST
As of October 13, 2020							
PUBLIC WORKS - 40-4000							
Salaries-Full time	511100	320,061	375,518	324,496	86.4%	391,000	390,551
Salaries - Part time	511200	37,676	18,150	20,187	111.2%	20,188	21,600
Overtime	511300	1,093	12,000	45	0.4%	100	8,000
Health Insurance	512100	70,122	80,916	65,799	81.3%	80,000	90,684
FICA Contributions	512200	22,026	25,151	21,121	84.0%	26,500	26,049
Medicare Contributions	512300	5,152	5,882	4,939	84.0%	6,316	6,092
Retirement Contribution	512400	76,670	91,410	70,253	76.9%	93,672	90,985
Tuition Reimbursement	512500		-	-		-	-
Worker's Compensation	512700	27,631	44,421	25,549	57.5%	26,000	45,518
Uniform Rental	512910	8,228	9,850	5,903	59.9%	9,850	10,100
Professional Services	521215	3,645	16,000	2,160	13.5%	8,000	16,000
Computer Information Technology Support	521300	10,645	10,800	7,955	73.7%	10,800	10,800
Landfill	522115	4,685	7,000	4,734	67.6%	7,000	7,000
ROW Grass Cutting	522140	31,296	33,600	2,608		2,608	-
Repairs/Maintenance	522200	3,762	5,000	2,907	58.1%	5,000	5,000
Vehicle/Repairs/Maint	522210	20,453	17,500	12,614	72.1%	17,500	17,500
Equipment/Rental	522320	14,249	14,000	11,928	85.2%	14,000	14,000
Liability Insurance - GIRMA	523100	7,115	6,500	2,074	31.9%	6,500	6,500
Communication	523200	1,413	1,800	1,762	97.9%	2,362	1,800
Travel	523500	2,842	3,000	27	0.9%	100	1,500
Membership Dues and Fees	523600	737	745	508	68.2%	745	745
Education and Training	523700	1,150	2,750	1,075	39.1%	1,500	2,750
Other	523910	1,633	1,500	-	0.0%	500	1,500
General Supplies	531100	5,670	6,000	4,592	76.5%	6,000	6,000
Electricity	531230	69,162	79,200	53,619	67.7%	79,200	79,200
Gas, Oil & Diesel	531270	17,188	18,500	8,122	43.9%	14,000	18,500
Small Equipment	531600	3,378	5,500	2,406	43.7%	5,000	5,500
Note: Capital Expenditure Items are included on " Capital Projects" Worksheet							
TOTALS							
		767,682	892,693	657,385	73.6%	834,441	883,874

2021 Public Works Budget Request

PERSONNEL COSTS

511100	Salaries Full Time Eleven Full-time employees Note: \$100,000 of Public Works Salaries has been allocated to the Stormwater Fund for 2021	\$390,551
511200	Salaries Part Time Includes two seasonal employees from April – August for right-of-row grass maintenance.	\$21,600
511300	Over-Time As needed for on-call personnel, emergency call-ins, and special events.	\$8,000
512110	Insurance Health 11 Full-Time Employees	\$90,684
512200	Social Security FICA 6.2% of all salaries and overtime	\$26,049
512300	Medicare Contributions	\$6,092
512400	Retirement Contributions	\$90,985
512700	Workers Compensation	\$45,518
512910	Uniforms G&K Services-Weekly uniform cleaning/rental service \$100/week = \$5,200 Boots, jackets and other items for employees @ \$400 = \$4,400 Seasonal Employees \$500	\$10,100
Subtotal	Personnel & Employee	\$689,5798
	Purchased & Contract Services	
521215	Professional Services Collaborative Infrastructure Services \$16,000	\$16,000
521300	Computer Information Technology Support VC3 IT Support \$900 per month x 12 = \$10,800	\$10,800

522115	Landfill Use Landfill tipping fees Roll off container disposal fees (yard waste & metal recycling) Misc projects and removal of large items	\$7,000
522140	Right of Way Maintenance	\$0
522200	Public Works Repairs & Maintenance Repairs for Misc. Software	\$5,000
522210	Vehicle Maintenance Tires, Service, Emission Test, Supplies, Repairs Towing, Accessories, Tags and Titles, Vehicle Cleaning	\$17,500
522320	Equipment Rental Caterpillar Skid Steer Loader \$800/month = \$9,600 Toshiba Public Works copier \$300/month = \$3,600 Bucket Truck Rental for Holiday Decorations \$800	\$14,000
523100	GIRMA Liability General Liability Coverages Allocated by Dept Automobile Liability Automobile Physical Damage Property Buildings & Contents Deductibles Budgeted	\$6,500
523200	Communications AT&T cell phones	\$1,800
523400	Printing & Binding Letterhead& Envelopes Sanitation Educational material	\$0
523500	Travel Mileage, Meals and Lodging	\$1,500
523600	Dues & Subscriptions APWA Dues – \$200 GA Utility Contractors Association \$200 Sam’s Club Membership fee \$150 GA Sec of State – Water Certifications 3@\$65=\$195	\$745
523700	Education & Training APWA Public Works Association Certificate of Public Works Manager	\$2,750

GA Utility Contractors Association

523910	Miscellaneous		\$1,500
Subtotal	Purchased & Contract Services		\$85,095
	Supplies		
531100	General Supplies		\$6,000
531230	Electricity-Street Lights		\$79,200
	Georgia Power Acct# 11732-85125 Street Lights		
	\$4,200/month = \$50,400		
	Georgia Power Acct# 00034-11103 3921 Church St. Mtr & Gvt		
	\$800/month = \$9,600		
	Georgia Power Acct# 44694-04004 EPDL Lights		
	\$100/month = \$1,200		
	Georgia Power Acct# 59997-86001 New Street Lights		
	\$1,500/month = \$18,000		
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531270	Gasoline		\$18,500
531600	Small Equipment Purchases		\$5,500
	Maintenance Equipment –trimmers, blowers, small power equipment		
Subtotal	Supplies		\$109,200
Total Operating Budget			\$883,874
	Public Works Capital Purchases		
542200	Vehicles		\$249,000
	Ford F-150 Pickup Truck (replace 2003 F-150)	\$28,000	
	<i>(Purchases through 5 year capital lease)</i>		
	Bucket Truck (Capital Lease)	\$86,000	
	Trash/Sanitation Truck (Capital Lease)	<u>\$135,000</u>	
	<i>Total Purchases through Capital Lease</i>	\$221,000	
Subtotal	Capital Purchases		\$249,000
TOTAL PUBLIC WORKS BUDGET			\$1,132,874

EXPENDITURE							
		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
As of October 13, 2020							
BUILDINGS/GROUNDS - 15-1565							
Professional Svcs	521215	37,776	36,724	6,882	18.7%	14,000	10,324
Pest Control	522145	1,740	1,600	1,117	69.8%	1,600	1,600
Repairs	522200	21,932	22,000	14,894	67.7%	20,000	22,000
GIRMA Liability Insurance	523100	4,254	5,000	1,495	29.9%	6,518	5,000
Communications	523200	35,252	35,800	17,183	48.0%	35,800	35,800
Dues and Fees	523600	-	-	-		-	-
Other Miscellaneous Expense	523910	2,015	3,500	650	18.6%	1,000	3,500
General Supplies	531100	15,368	15,000	8,397	56.0%	12,000	15,000
Water/Sewer	531210	5,273	4,000	2,790	69.7%	3,500	4,000
Natural Gas	531220	5,977	7,000	4,281	61.2%	7,000	7,000
Electricity	531230	9,637	9,000	6,524	72.5%	9,000	9,000
Small Equipment	531600	1,197	4,000	3,840	96.0%	4,000	4,000
Site Improvements	541200	-					
		-					
TOTALS		140,422	143,624	68,053	47.4%	114,418	117,224

2021 Buildings & Grounds Budget

Purchased & Contract Services

521215	Professional Services	\$10,324
	Tree Removals – Average \$1,250/tree x 6 trees = \$7,500	
	Security First Alarm Monitoring & Service= \$2,824	
	CHA, City Hall, & Poolhouse Monitoring 4@\$456=\$1,824	
	Service Calls = \$1,000	
522145	Pest Control	\$1,600
	Skyline Pest Control-Annex, City Hall, Public Works, Woman's Club	
522200	Repairs & Maintenance	\$22,000
	General Repairs and Maintenance to city buildings to include HVAC systems, plumbing, electrical, light bulbs, equipment service and maintenance, door locks, etc.	
523100	GIRMA Liability	\$5,000
	General Liability Coverages Allocated by Department	
	Property Buildings & Contents Coverage \$4,000	
	Claim Deductibles \$1,000	
523200	Communications	\$35,800
	Comcast Acct# 8220-20-230-0196945 \$235/mth = \$2,820	
	Comcast Acct# 8220-20-230-0027322 \$225/mth = \$2,700	
	AT&T Uverse Acct# 133673882 \$180/mth = \$2,160	
	AT&T Acct# 404-299-5937 \$135/mth = \$1,620	
	AT&T Acct# 404-292-1642-0120358 \$1,200/mth = 14,400	
	AT&T Acct#404-298-9463 \$180/mth = \$2,160	
	AT&T Acct# 171-797-7633673 = \$700/mth = \$8,400	
	AT&T Mobility#287273482194 \$45/mth = \$540	
	CNP Technologies – Annual Support Fees \$1,000/year	
523910	Miscellaneous	\$3,500
	CSX Annual Real Estate Taxes \$500	
	Dry Cleaning tablecloths for Woman's Club \$500	
	Other Miscellaneous Items \$2,500	
Subtotal	Purchased & Contract Services	\$78,224

Supplies

531100	General Supplies	\$15,000
	Custodial supplies, light bulbs, mulch, bedding plants, Pot hole patch, nails, lumber, paint etc.	
531210	Water/Sewer	\$4,000
	DeKalb County Water-Annex Cust#5739026 DeKalb County Water-City Hall Cust# 1020766 DeKalb County Water- Women's Club Cust#994888 DeKalb County Water- Pub Works Cust# 6168977 DeKalb County Water- Vaughan St Cust# 6785691 Quench USA \$45*12= \$540 Pure Water Technologies \$375*4=\$1,500	
531220	Natural Gas	\$7,000
	Constellation Gas Women's Club Acct# 6963571473 Constellation Gas Annex Acct# 423795297 Constellation Gas City Hall Acct# 4011935545 Constellation Gas Public Works Acct# 701646356	
531230	Electricity	\$9,000
	Georgia Power City Hall Shed Acct# 59787-86001 Georgia Power Women's Club Acct# 59367-86001 Georgia Power Annex Acct# 61257-86036 Georgia Power Public Works Acct# 34088-90007	
531600	Small Equipment Purchases	\$4,000
	Subtotal Supplies	\$39,000
	TOTAL BUILDING & GROUNDS OPERATING BUDGET	\$117,224
	Capital Purchases	
541300	Buildings and Building Improvements	\$125,194
	40 Oaks House –General Fund Capital \$54,000 40 Oaks House-HOST Funds Available \$71,194	
	Subtotal Capital Purchases	\$125,194
	TOTAL BUILDING & GROUNDS BUDGET	\$242,418

EXPENDITURE		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
PARKS 60-6200							
Professional Services	521215	3,000	9,000	3,100	34%	7,000	20,000
Pool Management	522150	44,270	45,000	2,600	6%	7,855	45,000
Repairs/Maintenance	522200	12,651	13,000	11,977	92%	14,000	13,000
Equipment Rental	522320	-	3,000	300	0%	1,500	1,800
Communication	523200	1,591	1,850	621	34%	900	1,000
Other Miscellaneous Expense	523910	1,798	2,500	150	6%	1,000	1,000
General Supplies	531100	11,677	12,500	3,064	25%	8,000	6,550
Water/Sewer	531210	21,994	5,000	491	10%	2,000	5,000
Electricity	531230	9,250	15,000	9,354	62%	15,000	15,000
Small Equipment	531600	8,060	5,500	-	0%	5,500	4,000
	542100			-	100%		
Note: Capital Expenditure Items are included on " Capital Projects" Worksheet							
TOTALS		114,291	112,350	31,657	28%	62,755	112,350

2021 PARKS Budget Request

Purchased & Contract Services

521215	Professional Services Tree removal services	\$20,000
522150	Pool Management Sears Pool Management	\$45,000
522200	Repairs & Maintenance Pavilions, picnic tables, grills, trash cans, electrical repairs Increased 20% for Friendship Forest	\$13,000
522320	Equipment Rental Portable toilet rental for 40 Oaks 12@\$150= \$1,800	\$1,800
523200	Communications AT&T Phone – Pool House	\$1,000
523910	Miscellaneous Drainage issues, dog park items.	\$1,000
Subtotal Purchased & Contract Services		\$81,800

Supplies

531100	General Supplies Mulch, custodial supplies, bedding plants, signage etc.	\$6,550
531210	Water/Sewer DeKalb County Water Cust# 994305 Milam Park DeKalb County Water Cust# 989972 Friendship Forest DeKalb County Water Cust# 77002900 Aquatic Center DeKalb County Water Cust# 995441 3867 Norman Rd Pool	\$5,000
531230	Electricity Georgia Power Acct# 85617-87002 Pavilions Georgia Power Acct# 10381-50016 Aquatic Center Georgia Power Acct# 69867-86007 Tennis Courts Georgia Power Acct# 30186-37032 Friendship Forest temp #1 Georgia Power Acct# 71137-00063 Friendship Forest temp #2	\$15,000

531600	Small Equipment Purchases Blowers, weed eaters	\$4,000
Subtotal Supplies		\$30,550
Total Parks Operating Budget		\$112,350
Capital Projects		
542100	Other Equipment	\$0
Total Parks Budget Including Capital		\$112,350

EXPENDITURE		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
PLANNING AND DEVELOPMENT - 74-7400							
Zoning & Review Board Stipends	70-511100	1,800	3,600	-	0.0%	3,000	3,600
Zoning & Review Board Training	70-523700	450	1,500	775	51.7%	1,000	1,500
Salaries-Reg F/T	74-511100	135,439	197,116	106,413	54.0%	144,700	149,980
Part-Time Salaries	74-511200	645	-	-	-	-	-
Overtime	74-511300	-	-	-	-	-	-
Health Insurance	74-512100	14,923	24,168	13,986	57.9%	17,000	18,588
FICA Contributions	74-512200	7,938	12,221	6,176	50.5%	8,500	9,076
Medicare Contributions	74-512300	1,857	2,858	1,444	50.5%	1,970	2,123
Retirement Contribution	74-512400	30,933	36,959	27,802	75.2%	37,080	27,080
Workers Compensation	74-512700	2,239	5,263	2,161	41.1%	2,161	3,908
Uniforms	74-512910	592	999	-	0.0%	500	666
Professional Services	74-521215	18,951	98,000	5,945	6.1%	20,000	123,000
Building Inspections/Permitting	74-521220	43,975	36,000	52,735	146.5%	80,000	36,000
Computer and Software Services	74-521300	10,178	19,600	9,617	49.1%	19,600	19,600
Vehicle Repair & Maintenance	74-522210	1,027	1,300	-	0.0%	1,000	1,300
Communication	74-522210	948	2,280	1,206	52.9%	1,800	2,280
Other Expense-Advertising	74-523300	650	600	460	76.7%	800	600
Printing Service	74-523400	1,479	1,500	-	0.0%	800	1,500
Travel	74-523500	5,360	2,500	975	39.0%	1,000	2,500
Dues and Fees	74-523600	834	1,000	299	29.9%	800	1,000
Education/Tng	74-523700	2,440	1,300	1,160	89.2%	1,300	1,300
General Supplies	74-531100	522	500	1,151	230.1%	500	500
Gasoline & Fuel	74-531270	-	2,000	-	0.0%	-	2,000
Small Equipment	74-531600	261	2,500	725		2,800	2,500
TOTALS PLANNING & ZONING		283,441	453,764	233,029	51.4%	346,311	410,601

EXPENDITURE		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
COMMUNITY ACTION PROJECTS 10-7600							
Urban Agriculture and Environmental Projects	521200	43,099	60,000	-		-	60,000
Clarkston Special Events	531120	7,502	10,000	300	3.0%	4,000	20,000
Affordable Housing Inventory Analysis	521200	-		-		-	
Tell Me A Story Event	573015	6,000	7,000	3,500	50.0%	3,500	7,000
Recreation Programs	573060	7,162	10,000	(1,250)	-12.5%	-	10,000
Wildflower Project	521200						
Clarkston Community Center	573010	11,353	10,000	5,000	50.0%	10,000	10,000
Sagal Radio	573020	9,500	7,000	7,000	100.0%	7,000	7,000
Clarkston Community CultureFest Festival	573040	4,000	7,500		0.0%	-	7,500
Volunteer Advisory/Task Boards							
Public Arts Program	521215	8,123	10,000	-	0.0%	-	10,000
Senior Programs		314	10,000	-		-	10,000
Early Learning Task Force			10,000			-	
2020 Census Complete County Marketing			10,000	1,091		-	10,000
Health			10,000			-	10,000
Youth			10,000			-	
Loveable Cities			10,000			-	
TOTAL COMMUNITY ACTION PROJECTS		97,053	181,500	15,641	8.6%	24,500	171,500

2021 PLANNING & ZONING BUDGET

511100	Salaries Full Time – Planning & Zoning Board Stipends Planning and Zoning Board Member Stipends.	\$3,600
523700	Education & Training – Planning & Zoning Board Training for P&Z Board Members	\$1,500
Total Planning & Zoning Board		\$5,100

2021 PLANNING & DEVELOPMENT BUDGET

PERSONNEL COSTS

511100	Salaries Full Time - Staff 1 Full-time Director 1 Full-time Code Enforcement Officer	\$149,980
511200	Salaries Part Time	\$0
512100	Insurance Health/Dental @ 3 FT Employees	\$18,588
512200	Social Security FICA – Staff	\$9,076
512300	Medicare – Staff	\$2,123
512400	Retirement Contributions	\$27,080
512700	Workers Compensation @ 3 FT Employees	\$3,908
512910	Uniforms	\$666
Subtotal	Personnel & Employee	\$211,421

Purchased & Contract Services

521215	Professional Services Zoning Code Review \$100,000 Collaborative Infrastructure Services – Engineering/ Plan Review Services and Reviews \$2,000/6 months= \$12,000(6 month-transition period) On-call Planning Services \$916.67/12 months= \$11,000	\$123,000
521220	Building Inspection Services Collaborative Infrastructure Services-Building Inspections \$3000/12-months = \$36,000	\$36,000
521300	Computer Information Technology Support Digital Map Products Software – Budgeted in Stormwater Fund for 2018 budget (\$7,500) GIS ESRI Set-up Software (Proposed 2 licenses) \$5,000 I-IWorQ Permitting Maintenance Fees \$3,800 VC3 Information Technology Support Fees \$900/mth \$10,800	\$19,600
522210	Vehicle Maintenance Tires, Service, Emission Test, Supplies, Repairs Towing, Accessories, Tags and Titles, Vehicle Cleaning	\$1,300
523200	Communications Sprint – Cell Phone Director of P&Z \$50 x12=\$600 Sprint – Air Card Code Enforcement Tablet \$40x12=\$480 Sprint- Cell Phone FT Code Enforcement Officer-\$50x12=\$600 Sprint- Cell Phone FT Building Inspector \$50x 12= \$600	\$2,280
523300	Advertising Planning & Zoning Board meeting legal notices and advertisements.	\$600
523400	Printing & Binding Letterhead& Envelopes Printing Services	\$1,500
523500	Travel Planning Director \$1,930 City Engineer /Code Enforcement Officer GACE (GA Association of Code Enforcement) Conferences (1 per year, 3 days each) \$570 Total Fuel reimbursement \$60 per trip x 1 = \$60 Meals \$60/day x 1 trips x 3 days = \$180 Lodging \$110/day x 1 trips x 3 days = \$330	\$2,500

523600	Dues & Suscriptions		\$1,000
	Council for Quality Growth	\$50	
	GA Assoc of Code Enforcement @ 2	\$100	
	ICMA (Intl City/County Mgmt. Assoc.)	\$200	
	APA (American Planning Assoc.)	\$404	
	NFBPA(National Forum Blk Public Admin.)	\$230	
523700	Education & Training		\$1,300
	GMA Training (4 per year @ \$25 =	\$100	
	GACE Conference Registrations 2 @ \$300 =	\$600	
	Historic Preservation 4@ \$150 =	\$ 600	
Subtotal	Purchased & Contract Services		\$189,080
Supplies			
531100	Office Supplies		\$500
531270	Gasoline		\$2,000
531600	Small Equipment Purchases		\$2,500
	Tools and equipment		
Subtotal	Supplies		\$5,000
Total Planning & Development Budget			\$405,501
TOTAL PLANNING & ZONING BUDGET			\$410,601

2021 COMMUNITY ACTION BUDGET

DEPT #7600

521200	Professional Services – Urban Agriculture/Environmental	\$60,000
521215	Professional Services – Volunteer Advisory/Task Boards	\$50,000
	Public Art Projects	\$10,000
	Health Advisory Task Force	\$10,000
	Early Learning Task Force	\$10,000
	Clarkston Seniors	\$10,000
	Youth Advisory Task Force	\$10,000
531120	Supplies – Special Events	\$20,000
	City Center Events	
	Milam Park Pool Opening Day	
	Movies at Milam	
	National Night Out	
	Fall Festival/Food Trucks	
	Christmas Tree Lighting	
Payments to Other Agencies		
573010	Clarkston Community Center Annual Agreement	\$10,000 \$10,000
573015	Clarkston Development Foundation-Tell Me A Story	\$7,000
573020	Sagal Radio	\$7,000
573040	Clarkston Community Festival/CultureFest	\$7,500
573060	Recreation Programs	\$10,000
	Total Community Action Budget	\$171,500

EXPENDITURE		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
As of October 13, 2020							
DEBT SERVICE							
DEBT SERVICE- PRINCIPAL PAYMENTS							
Debt Service-Principal-Bonds (581100)							
Friendship Forest Redevelopment-Principal-Bonds	581100	146,018	147,954	-		147,954	147,954
Debt Service-Principal-Capital Leases (581200)							
Debt Service-Principal-City Hall Annex	581200	45,486	46,969	35,085	75%	46,969	46,969
Debt Service-Principal-Public Works Building	581200	-	-	-		-	-
Debt Service-Principal-10 Police Interceptors Take Home Cars	581200	86,922	119,145	89,005	75%	119,145	119,145
Debt Service-Principal-Motorola Radios	581200	-	20,264	11,166		20,264	20,264
New Debt-Public Works Sanitation Truck	581200		25,600			-	25,600
New Debt-Public Works Bucket Truck	581200		16,000			-	16,000
Debt Service - Principal- Two Public Works Trucks/Police Body Cameras	581200	41,353	42,836	32,749	76%	42,836	42,836
Subtotal 581200 - Principal on Capital Leases	581200	173,762	270,815	168,006	62%	229,214	270,815
Debt Service-Principal-Bonds (581300)							
GTIB/SRTA Loan #1	581300	114,165	116,935	97,251	83%	116,935	116,935
GTIB/SRTA Loan #2	581300	-	155,848	52,947		79,547	155,848
Subtotal Debt Service - Principal Payments	581XXX	433,945	691,552	318,204	46%	573,650	691,552
DEBT SERVICE - INTEREST PAYMENTS							
Debt Service-Interest-Bonds							
Friendship Forest Redevelopment - Interest	582100	28,187	24,318	12,159	50%	24,318	24,318
Debt Service-Interest-Capital Leases (582200)							
Debt Service-Interest- Capital Lease-City Hall Annex	582200	13,538	12,057	9,183	76%	12,057	12,057
Debt Service-Interest- Capital Lease-Pub Works Bldg	582200	-	-	-		-	-
Debt Service-Interest-Capital Lease-Take Home Cars-10 Ford Interceptors	582200	14,063	15,502	11,980	77%	15,502	15,502
Debt Service-Interest-Capital Lease-Motorola Radios	582200	-	4,530	1,231		4,530	4,530
New Debt-Public Works Sanitation Truck	582200		4,000			-	4,000
New Debt-Public Works Bucket Truck	582200		2,600			-	2,600
Debt-Service-Interest- Capital Lease-2017 Pub Works Vehicles / Police Body Cameras	582200	2,823	1,339	382	29%	1,339	1,339
Subtotal 582200 - Interest of Capital Leases	582200	30,424	40,028	22,777	57%	33,428	40,028
Debt Service-Interest-Other Debt							
Debt Service- Interest Payment-GTIB Loan #1	582300	44,737	41,967	35,168	84%	41,967	41,967
Debt Service- Interest Payment-GTIB Loan #2	582300		30,947	10,918		16,314	30,947
Debt Service-Other Interest Expense-TAN	582300	13,200	12,000	-	0%	12,000	12,000
Subtotal 582300-Interest on Other Debt		57,937	84,915	46,085	84%	70,281	84,915
Subtotal Debt Service - Interest Payments	582XXX	116,548	149,260	81,021	54%	128,027	149,260
TOTAL GENERAL DEBT SERVICE		550,493	840,812	399,225	47%	701,677	840,812

City of Clarkston

Debt Service Budget 2021

General Fund - Capital Lease Payments				
	Principal Capital Leases (581200)	Interest Capital Leases (582200)	Total	Total of Payments Proof
GMA Leases-BB&T Governmental Finance				
City Hall Annex - 9910001903-00001	\$ 46,969	\$ 12,057	\$ 59,026	\$ 59,024
Police Vehicles-10 Police Interceptors	\$ 119,145	\$ 15,502	\$ 134,647	\$ 134,647
Motorola Solutions-Police Radios	\$ 20,264	\$ 4,530	\$ 24,794	\$ 24,794
2017 Pub Works Vehicles/Police Body Cameras - 9910001903-00008	\$ 42,836	\$ 1,339	\$ 44,175	\$ 44,176
2021 New Lease-Trash/Sanitation Truck	\$ 25,600	\$ 4,000	\$ 29,600	\$ 29,600
2021 New Lease-Bucket Truck	\$ 16,000	\$ 2,600	\$ 18,600	\$ 18,600
	\$ 270,814	\$ 40,028	\$ 310,842	\$ 310,842
Bond Debt	Principal - Bond Debt 581200	Interest - Bond Debt - 582100		
URA Bond-Friendship Forest Redevelopment	\$ 147,954	\$ 24,318	\$ 172,272	\$ 172,272
Other Debt	Principal - Other Debt (581300)	Interest - Other Debt (582300)		
GTIB/SRTA Streetscape Loan #1	\$ 116,935	\$ 41,967	\$ 158,902	\$ 158,902
GTIB/SRTA Streetscape Loan #2	\$ 155,848	\$ 30,947	\$ 186,795	\$ 186,795
Estimated TAN \$900,000 x 2.0% for 8 months		\$ 12,000	\$ 12,000	\$ 12,000
Total Other Debt Payments	\$ 272,783	\$ 84,914	\$ 357,697	\$ 357,697
Total Debt Service - GENERAL FUND	\$ 691,551	\$ 149,260	\$ 840,811	\$ 840,811
Federal Seizures Fund - Capital Lease Payments				
GMA Leases-BB&T Governmental Finance				
2018 Police Vehicles-3 interceptors	\$ 25,289	\$ 3,913	\$ 29,201	\$ 29,201
2017 Police Vehicles - 9910001903-00008	\$ 24,495	\$ 766	\$ 25,261	\$ 25,261
Total Debt Service - Federal Seizure Fund	\$ 49,784	\$ 4,679	\$ 54,463	\$ 54,463
Grand Total Debt Payments - ALL FUNDS	\$ 741,335	\$ 153,939	\$ 895,274	\$ 895,273

As of October 13, 2020		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
GENERAL FUND Capital Projects							
New Police Vehicles - Capital Lease	542200	616,714		57,878		58,000	
Police-New Public Safety Radios/System				-			
Public Works Vehicles	542200		28,000				28,000
Public Works-Chipper							
Parks-Milam Park Security Cameras in Park & Pool			17,000	6,047		16,100	
Parks-Friendship Forest Security Cameras							17,000
Public Works-Sidewalk Repairs from Accidents				20,458		20,500	
Parks-40 Oaks Nature Preserve Improvements			54,000				54,000
Public Works - Lawn Mower		15,137				-	
Streetscape Project		940,231		3,000		3,000	
Parks-Milam Park Water Line Replacement		12,250		13,025		13,025	
Bldgs/Grounds-City Hall Fire Alarm System							
Bldgs/Grounds-Paint Exterior City Hall Annex							
Bldgs/Grounds-New A/C Unit City Hall		5,311		19,387		19,400	
Milam Park Pool Pumps		10,500		10,258		10,300	
Trees Atlanta Installation							
PATH Project							
I-285 Gateway Monument Sign							
Public Works Vehicles Capital Leases -Bucket/Trash Trucks			221,000	-		-	221,000
GENERAL FUND CAPITAL PROJECTS		1,600,143	320,000	130,053	41%	140,325	320,000

SPLOST FUND							
SPLOST FUND Bond Legal/Closing Fees	521200	-	90,000	100,048.32		100,050	-
SPLOST FUND Bond Principal Payments	581100	730,000	750,000	4,420,000	589%	4,420,000	799,000
SPLOST FUND Bond Interest Payment	582100	126,803	204,693	61,537	30%	121,019	119,756
SPLOST FUND Construction	541400	2,299,001	3,761,307	970,692	26%	3,761,307	3,000,000
SPLOST FUND Total Expenditures		3,155,803	4,806,000	5,552,277	116%	8,402,376	3,918,756
Total Capital Projects and SPLOST		4,755,947	5,126,000	5,682,330	111%	8,542,701	4,238,756

2021 Capital Assets Budgets

GENERAL FUND CAPITAL ADDITIONS:

PUBLIC WORKS DEPARTMENT

Vehicles – Purchase one Ford F-150 to replace 2003 F-150	\$28,000
Vehicles – Purchase Bucket Truck (Capital Lease)	\$86,000
Vehicles – Purchase Sanitation/Trash Truck (Capital Lease)	<u>\$135,000</u>
Total Public Works Vehicles	\$249,000

PARKS DEPARTMENT

Equipment – Security Cameras 40 Oaks	\$17,000
Buildings – House at 40 Oaks Nature Preserve	\$54,000
Total Parks Capital Asset Additions	\$71,000

TOTAL GENERAL FUND CAPITAL ASSET ADDITIONS **\$320,000**

SPLOST FUND EXPENDITURES:

SPLOST Bond Principal Payments	\$799,000
SPLOST Bond Interest Payments	\$119,756
SPLOST Construction Projects	
Streetscape Project	\$200,000
EPDL/Church Street Sidewalk Project	\$200,000
Rowland Street Green St, Rowland/NIC Intersection, PATH Trial & Road Diet	\$762,000
Norman Road Dam Design Work	\$80,000
Market Street Sidewalks	\$650,000
Carroll Park Paving	\$65,000
Other Projects as allowed by planning & available funding	\$1,043,000
Total SPLOST Construction	\$3,000,000
TOTAL SPLOST FUND EXPENDITURES	\$3,918,756

TOTAL GENERAL FUND & SPLOST CAPITAL **\$4,238,756**

EXPENDITURE							
As of October 13, 2020		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
FUND 2 - FEDERAL SEIZURE - Expenditures							
Professional	521200	-					
Repairs/Maintenance	522200	-					
Vehicle Repairs	522210	-		465		500	
Communications	523200	-					
Printing	523400	-					
Travel	523500	4,222					
Due & Fees	523600	-					
Education	523700	-	8,000			-	8,000
Other Expense	523910	-					
General Supplies	531100	5,173	10,000	327		400	536
Small Equipment	531600	4,253	8,000	10,204		10,300	8,000
Vehicles	542200	81,270		85,193		86,000	
Other Capital Equipment	542500	15,433		24,324		25,000	9,000
Vehicle Lease Payments-Principal	581200	87,141	49,785	38,234	76.8%	49,875	49,785
Vehicle Lease Payments-Interest	582200	7,355	4,679	2,613	55.8%	4,679	4,679
Axon Lasers Lease Payments	522320						
Fund Balance Committed Future Lease Payments			-				
Fund Balance Rollforward							
TOTALS		204,847	80,464	161,361	200.5%	176,754	80,000

EXPENDITURE							
As of October 13, 2020		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
FUND 2 - CITY SEIZURE - Expenditures							
Repairs/Maintenance	522200	0.00			0.0%		
Vehicle Repairs	522210	0.00			0.0%		
Communications	523200	0.00			0.0%		
Printing	523400	0.00			0.0%		
Travel	523500	0.00		-	0.0%		
Education	523700	0.00		-	0.0%		
Other Expense	523910	0.00		-			
Small Equipment	531600	737.20	-	-	0.0%	-	-
General Supplies	531100	541.50	-	-	0.0%	-	-
Computers	542400	0.00			0.0%		
Other Capital Equip	542500	0.00			0.0%		
Seizure Distributions to Other Agencies	571000						
TOTALS		1,278.70	-	-	0.0%	-	-

Federal and City Seizure expenses fully funded by Seizure revenues.
Seizure accounts are separate funds that may be expended to the full balance available.

2021 Federal Seizures Fund

REVENUES

Distributions from US Department of Justice Seizures	\$80,000
Total Revenues	\$80,000

EXPENDITURES

523700	Police Training	\$8,000
531100	Police General Supplies	\$536
	Supplies and Materials	
531600	Small Equipment Purchases	\$8,000
	Ammunition and equipment for Police Dept	
542500	Capital Equipment	\$9,000
	As Needed	
581200	Debt Service-Principal Payments Police Vehicles	\$49,785
	BB&T Loan#991000190300008 –Police Vehicles	\$24,496
	BB&T Loan#991000190300008 –Police Vehicles	\$25,289
582200	Debt Service-Interest Payments-Police Vehicles	\$4,679
	BB&T Loan#991000190300008 –Police Vehicles	\$766
	BB&T Loan#991000190300008 –Police Vehicles	\$3,913
Total Expenditures		\$80,000

EXPENDITURE							
As of October 13, 2020		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
FUND 3 - SPECIAL REVENUE - MULTIPLE GRANT FUND - Expenditures							
GDOT LMIG-	573030	-	90,000		0.0%	-	100,000
Fulton Dekalb Hospital Authority-Defibrilators		9,249	-	9,407		9,500	-
Dekalb CDBG-EPDL/Church St Sidewalks	511100	92,992	-	-		-	-
NRPA 10 Minute Walk Grant		5,499	-	-		-	-
FHWA Streetscape Construction Grant	541420	3,337,632	666,347	565,724		961,600	-
GDOT-EPDL Sidewalk Market to Montreal	541410	-	-	-		-	-
Dept of Justice-BVP Vests		626	4,000	2,598		5,000	4,000
TOTALS		3,445,998	760,347	577,730	0.0%	976,100	104,000

Grant Revenues reimburse grant expenditures only. Expenditures matches revenue

Grant Expenditures funded by Grant Revenue

As of October 13, 2020		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
FUND 4 - Enterprise Fund - Storm Water - Expenditures 500-							
Storm Water - Salaries		97,076	100,000	40,833		80,000	100,000
Storm Water - FICA Tax		6,019	6,200	2,532		5,200	6,200
Storm Water - Medicare Tax		1,408	1,450	592		1,160	1,450
Storm Water - Professional Svcs	521200	81,411	105,100	25,411	24.2%	105,100	99,100
Storm Water - Rep/Maint	522200	6,917	10,000	107	1.1%	10,000	10,000
Storm Water - Veh Maint/Rep	522210	10,528	3,000	6,538	217.9%	8,000	3,000
Storm Water - Equipment Lease/Rental	522320	20,191	25,000	18,190	72.8%	22,000	5,000
Storm Water - Dues/Fees-Community View	523600	11,539	11,440	11,711	102.4%	11,800	11,440
Storm Water-Training Expense	523700	1,774	2,000	-		-	2,000
Storm Water - General Supplies	531100	1,883	2,000	2,315		2,400	2,000
Storm Water - Small Equipment	531600						3,000
Storm Water-Vehicles	542200		-	-	0.0%	-	-
Storm Water- Capital Outlay	542500		255,000	8,176	3.2%	322,895	83,000
Storm Water - Depreciation	561000	45,381				30,617	
Increase in Fund Balance							
TOTAL		284,125	521,190	116,403	22.3%	599,172	326,190

Storm Water Expenditures fully funded by Storm Water Utility Revenues.

As of October 13, 2020		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
FUND -6 -SANITATION ENTERPRISE FUND -							
Waste Management Fees	522110	199,184	217,800	95,269	43.7%	145,269	217,800
Sanitation Bank Charge	523920	-	100	-		-	100
TOTALS		199,184	217,900	95,269	43.7%	145,269	217,900

As of October 13, 2020		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
FUND -330 -HOST REVENUE FUND -							
HOST Expenditures-EPDL Sidewalks-Phase 3	541XXX	-	20,000	-	0.0%	-	71,194
TOTALS		-	20,000	-	0.0%	-	71,194

As of October 13, 2020		0.00	0.00	0.00	0.00	0.00	0.00
FUND -260 -CORONAVIRUS RELIEF FUNDA							
Bldgs and Ground Supplies	531100	-		15,860		24,500	
Legal Fees	521210					17,500	
Police Equipment and Technology	531600					17,000	
Rental & Mortgage Assistance	579095			271,933		450,000	
Payroll and Hazard Pay	511xxx					310,000	
Workforce Development						100,000	
Utility Assistance	573097	-		83		100,000	
Contingency		-				414,288	
TOTALS		-	-	287,876	0.0%	1,433,288	-

2021 Grants Fund

REVENUES

Georgia Department of Transportation LMIG Grant	\$100,000
US Department of Justice	\$4,000

Total Revenues	\$104,000
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EXPENDITURES

3200-512905 Police-Protective Gear	\$4,000
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4200-541410 Capital-Streets/Sidewalk Rowland St Construction	
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Total Expenditures	\$104,000
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2021 Stormwater Fund Budget

PERSONNEL COSTS

511100	Salaries Full Time Labor Allocation for Stormwater systems inspections, cleaning and clearing, and reporting	\$100,000
512200	Social Security FICA 6.2% of all salaries and overtime	\$6,200
512300	Medicare Contributions	\$1,450
Subtotal	Personnel & Employee	\$107,650

Purchased & Contract Services

521215	Professional Services	\$99,100
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Collaborative Infrastructure Services **\$60,000**

Consulting services on stormwater project management, annual stormwater inspections of businesses, annual reported to EPA/EPD, etc.

Integrated Science & Engineering **\$21,100** information – need to update)

Consulting Services – Stormwater Management Plan	\$8,000
Consulting Services - Address EPD Comments	\$3,600
Consulting Services – 2019 Annual Report	\$6,500
Consulting Services – 2019 Annual Report-Address EPD Comments	\$3,000

Street Sweeping **\$18,000**

Monthly \$1,500 (\$18,000) per mile twice annually

522200	Stormwater Repairs & Maintenance Minor Stormwater Repairs with a cost of less than \$5,000 each. Gravel, rock, stone, rip-rap and other materials for minor stormwater repairs. Stormwater pipe inspections and photography Stormwater pipe cleaning and vacuuming	\$10,000
522210	Vehicle Maintenance Tires, Service, Emission Test, Supplies, Repairs Towing, Accessories, Tags and Titles, Vehicle Cleaning	\$3,000

522320	Equipment Rental Caterpillar Backhoe Lease payments \$1,820/mth = \$1,820 (Note: Contract will be paid in full as 01/31/2021) Other Equipment rental as needed \$3,180	\$5,000
523600	Dues & Subscriptions Digital Map Products – GovClarity Annual Subscription \$8,700 DeKalb County Stormwater Fees on City owned parcels \$2,740	\$11,440
523700	Education & Training Stormwater Training	\$2,000
Subtotal Purchased & Contract Services		\$130,540
Supplies		
531100	General Supplies	\$2,000
531600	Small Equipment Purchases Small Tools and Equipment	\$3,000
Subtotal Supplies		\$5,000
Total Operating Budget		\$243,190
Stormwater Capital Projects		
542500	Stormwater Capital Repair Projects	\$83,000
	Partitions Project	\$ 83,000
	Total	\$ 83,000
Subtotal Capital Purchases		\$83,000
TOTAL STORMWATER BUDGET		\$326,190

2021 Sanitation Fund

REVENUES

FY2021 Sanitation Assessments **\$217,900**

1,022 Annual Assessments by Dekalb Tax Commissioner on behalf
of City of Clarkston @ \$213.21 per year

Total Revenues **\$217,900**

EXPENDITURES

522110 Waste Management Fees **\$214,312**

1,070 Service Addresses by Waste Management \$15.39/month for 12 months
(1,070 x \$16.69 x 12 = \$214,312) rounded to balance fund

Clarkston United Methodist Church Sanitation in Exchange for
Parking Privileges \$135/month = \$1,620 **\$1,620**

Public Works Dumpster \$164/month = \$1,968 **\$1,968**

Total Expenditures **\$217,900**

2021 Homestead Option Sales Tax (HOST) Fund

REVENUES

FY2020 HOST Revenue-Fund Balance Reserve	\$71,194
Total Revenues	\$71,194

EXPENDITURES

HOST Funds must be spent on Capital Projects- 40 Oaks Improvements	\$71,194
Total Expenditures	\$71,194

REVENUES							
As of October 13, 2020		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST
FUND 1 - GENERAL FUND - Revenue							
Public Utility R/E Tax - Current	311110	95,651	113,431	496	0%	96,500	113,431
Other Real Prop Tax	311190	2,569,510	3,450,221	1,412,366	41%	2,998,248	3,351,801
Real Property Tax - Prior	311200	(23,900)	-	(182,857)		(200,000)	-
Public Utility R/E Tax - Prior	311210	-	-	84,862		-	-
Motor Vehicle Tax - Curr	311310	103,786	96,831	105,262	109%	140,000	127,841
Intangible Tax (Reg/Rec)	311340	33,421	20,000	23,684	118%	25,000	20,000
Railroad Equip Tx-Curr	311350	886	886	912	103%	912	886
Personal Prop Tax-Curr	311390	131,058	177,311	88,722	50%	191,081	177,311
Personal Prop Tax-Prior	311400	1,997	-	662		-	-
Real Estate Transfer Tax	311600	4,848	3,000	3,387	113%	4,000	3,000
Franchise Taxes-Electric	311710	521,312	235,000	1,257	1%	260,000	235,000
Franchise Taxes-Gas	311730	43,704	43,826	32,502	74%	43,826	43,826
Franchise Taxes-Cable/T	311750	48,346	51,608	21,754	42%	43,000	51,608
Franchise Taxes-Teleph	311760	3,021	3,000	1,059	35%	3,000	3,000
Alcoholic Bev Excise Tax	314200	116,463	103,221	83,456	81%	120,000	103,221
Local Option Mix Dr Tax	314300	22,225	17,727	22,008	124%	30,000	17,727
Business/Occupational Tax	316100	236,719	228,000	140,395	62%	180,000	228,000
Insurance Premium Tax	316200	921,307	921,307	972,009	106%	972,009	970,000
Penalties/Interest-Real Tax	319110	7,546	2,030	(575)	-28%	2,030	2,030
Penalties/Interest-Occupation Tax	319400	4,910	4,653	2,524		4,653	4,653
Alcoholic Investigation Fee	321105	5,200	5,200	5,200	100%	5,800	5,200
Retail Beer License	321110	9,000	9,000	9,500	106%	10,500	9,000
Retail Beer License/Drink	321115	4,000	4,000	4,000	100%	4,000	4,000
Retail Wine License	321120	9,000	9,000	9,500	106%	10,500	9,000
Retail Wine License/Drink	321125	4,000	4,000	4,000	100%	4,000	4,000
Retail Liquor License	321130	10,000	10,000	12,500	125%	12,500	10,000
Retail Liquor License/Drink	321135	20,000	20,000	20,000	100%	20,000	20,000
Work Permit & ID Card-Alcohol	321150	6,936	6,000	3,341	56%	3,341	6,000
Work Permiit & ID Card-Entertainme	321151	108,006	100,000	16,504	17%	16,504	100,000
Pawn Shop Permits	321152	4,100	4,100	-		-	4,100
Hookah Permits	321153	2,000	200	2,000		20,000	2,000
Ins Co Business License	321220	14,125	21,000	17,500	83%	19,000	21,000
Zoning/Land Use Permits	322210	3,856	3,000	996	33%	2,000	3,000
Sign Permits	322230	2,059	1,500	2,555	170%	3,000	1,500
Building Permits	322240	192,909	80,000	255,764	320%	275,000	107,000
Tree Service Permit Fees	322245	120	600	320	53%	600	600
Certificate of Occupancy	322250	2,927	1,000	203		1,000	1,000
Other Non-Business/Permits	322900	3,486	4,000	2,690	67%	3,000	4,000
Building Inspections	323120	980	1,000	2,644	264%	3,000	1,000
Other Regulatory Fees	323900	-	-	-		-	-
Intergovernmental Revenue - Tucker	337000	24,000	28,800	-		-	-
Tree Replacement/Preservation Fees	341390	20,509	-	-		-	-
Printing & Duplicating	341400	1,678	1,800	1,316	73%	1,800	1,800
Election Qualifying Fees	341910	630	630	900		900	630
Accident Reports	342120	9,657	8,900	5,194	58%	6,000	8,900
Special Pickups	344111	381	400	-	0%	-	400
Backgrd Check Fees/Crim	346410	12,586	13,000	2,105	16%	2,105	13,000
Woman Club Reservation	347200	18,279	20,000	3,751	19%	3,751	20,000
Pool Admissions	347201	23,452	24,000	-	0%	-	24,000
Pavilion Reservation Fees	347203	10,381	12,000	2,733	23%	2,733	12,000
Program Fees	347500	-	-	-	0%	-	-
Bad Check Fees	349300	-	-	-		-	-

REVENUES							
As of October 13, 2020		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED BUDGET	2021 BUDGET REQUEST

FUND 1 -GENERAL FUND - Revenue

Other Fees/Chgs for Svcs	349900	6	6	-	0%	-	6
Municipal Court Fines/Forf	351170	549,490	525,000	271,759	52%	300,000	525,000
Police Admin IT Fee	351180	17,026	14,000	6,693	48%	7,500	14,000
Interest Revenues	361000	56	40	6		10	40
Contributions/Donations	371000	-		3,000		3,000	
Rents & Royalties	381000	99,305	86,000	57,588	67%	86,000	86,000
Reim for Damaged Prop	383000	4,931	4,931	30,720		30,720	4,931
Other Miscellaneous Rev	389000	689	700	74	11%	500	700
Bus Shelter Revenue	389010	34,976	34,000	-	0%	34,000	34,000
Reimburse DEA/OT	389005	16,486	18,000	11,689	65%	18,000	18,000
Sale/General Fixed Assets	392100	-		-	0%		
Sale/Land Property	392200			-	0%		
Transfer from Fund Balance	391100				0%		
Proceeds from Capital Leases	393130	620,328	221,000	-	0%		221,000
Revenue - Proceeds GTIB Debt	393500	939,626	-	-			-
TOTAL - FUND 1		7,649,985	6,768,858	3,580,631	53%	5,825,023	6,750,141

REVENUE							
As of October 13, 2020							
		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	PROJECTE D & AMENDED BUDGET	2021 BUDGET REQUEST
FUND 2 - FEDERAL SEIZURE FUND - 210							
Cash Confiscations (Illegal Act)	351320	192,288	80,464	14,474	18.0%	20,000	80,000
Other Confiscations/Escheat	351340	-			0.0%		
Proceeds/Sale Confis Prop	351346	-		26,481		26,481	
Fed Seiz/Interest Revenue	361000	31		16		30	
Surplue Funds Prior Year Trans	393510	-		-			
Other Revenue	389000	-		-			
TOTAL - Federal Seizure Account		192,319	80,464	40,970	50.9%	46,511	80,000

REVENUE							
As of October 13, 2020							
		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	PROJECTE D & AMENDED BUDGET	2021 BUDGET REQUEST
FUND 2 - CITY SEIZURE FUND - 211							
Cash Confiscations (Illeg Ac)	351320	-		-			
Proceeds/Sales/Confis Prop	351346	-		-			
City Seiz Interest Revenue	361000	-		-			
Other Misc Revenue	389000	-	-	-			-
Fund Balance Reserve							
TOTAL - City Seizure Account		-	-	-		-	-

Note:
Federal and City Seizure expenses fully funded by Seizure revenues.
Seizure accounts are separate funds that may be expended to the full balance available.

REVENUE		2019 ACTUAL	2020 ADOPTED BUDGET	2020 ACTUAL AS OF 10/13/2020	% OF BUDGET	2020 PROJECTED & AMENDED	2021 BUDGET REQUEST
As of October 13, 2020							
FUND 3 - MULTIPLE GRANT FUND - 250							
LMIG	3341100	88,635	90,000	103,741	115%	103,741	100,000
FEMA/GEMA-Hurricane Irma			-			-	-
FHWA Streetscape Construction		3,337,632	666,347	565,724		961,600	-
CDBG Grant Dekalb County		92,992	-	-		-	-
NRPA 10 Minute Walk Grant	331155		-			-	-
US Dept of Justice BVP Vests		626	4,000	2,598		5,000	4,000
PATH Foundation-Path Grant	334200	-	-			-	-
Fulton Dekalb Hospital Authority Defibrilators		9,249	-	9,407		9,500	-
TOTAL		3,529,134	760,347	681,470	90%	1,079,841	104,000

FUND 4 -500 - STORM WATER UTILITY REVENUE							
Storm Water Fees Fund	344190	305,720	303,000	149,992	50%	303,000	303,000
Prior Yr Stormwater fees	344195	(15)	-	13,391	#DIV/0!	-	-
Storm Water Bank Interest	361000	42	20	25	125%	30	20
Budget from Fund Balance Reserves			218,170	-			23,170
TOTALS		305,747	521,190	163,408	31%	303,030	326,190

FUND 6 -540 - SANITATION FUND REVENUE							
Sanitation Fees/Enterprise	344110	216,920	217,900	113,500	52%	217,900	217,900
Prior Yr Sanitation Fees	344115	(208)	-	7,525		-	-
Commercial Business Fees	344120	-	-	-		-	-
Sanitation Interest	36100	-	-	-		-	-
TOTALS		216,712	217,900	121,025	56%	217,900	217,900

FUND 330 - HOST FUND REVENUE							
HOST Revenues	313300	-	20,000	-	0%	-	71,194
TOTALS		-	20,000	-	0%	-	71,194

FUND 260 - CORONAVIRUS RELIEF FUND							
Interest Revenue	361000	-	-	-		-	-
Federal Govt Grants	331110	-	-	1,433,288		1,433,288	-
TOTALS		-	-	1,433,288		1,433,288	-

FUND 320 - SPLOST FUND							
SPLOST Tax Revenue	313300	1,834,606	1,800,000	1,125,522	63%	1,713,522	1,800,000
Interest Revenue	361000	6,223	6,000	2,940	49%	5,000	6,000
Funding from Bond Proceeds/Fund Balance		-	3,000,000	7,282,000	243%	7,282,000	2,112,756
TOTALS		1,840,829	4,806,000	8,410,462	175%	9,000,522	3,918,756

CITY OF CLARKSTON

ITEM NO: E1

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:
Council Worksession

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Discussion - Award
Low Bid

MEETING DATE: OCTOBER 27, 2020

SUBJECT: Award DeBelle St/Atlanta Area School for the Deaf Stormwater Work bid to the lowest bidder – Leach Landscaping

DEPARTMENT: City Administration

PUBLIC HEARING: YES NO

ATTACHMENT: YES NO
Pages: 2

INFORMATION CONTACT: ROBIN I. GOMEZ
PHONE NUMBER: 404-296-6489

PURPOSE:

Award the DeBelle St/Atlanta Area School for the Deaf Stormwater Improvement Project to the low bid presented by Leach Landscaping in the amount of \$419,474.00.

NEED/IMPACT:

At the May 2020 presentation to Clarkston City council, staff outlined the history of flooding and property damage to the Atlanta Area School of the Deaf and DeBelle Street roadway as a consequence of stormwater runoff from upstream properties. Staff presented to Council the remedy to resolve these impacts to public and private property and the associated party’s financial contribution to the stormwater infrastructure repairs.

Subsequent to the Council presentation, staff prepared a scope of work, construction plans, and bid package documents to procure the services of a contractor. The bid package and plans were advertised to-bid for 30 days and the bid opening occurred on October 16th, 2020. The city received 4 bids. All bidders were deemed qualified to submit a bid.

The bid result::

Contractor	Bid Amount
The Dickerson Group, Inc	\$1,089,581.05
Multiplex, LLC	\$971,555.00
JHC Corporation	\$842,998.00
Leach Landscaping, Inc	\$419,474.00

The engineers estimate for the work was \$361,000, up from an original \$300,000.

The funding for this project is a partnership between the State of Georgia Department of Education, the City of Clarkson, and Majestic Indian Creek, LLC. The funding participation amounts are as follows:

- State DOE - \$150,000
- Majestic Indian Creek LLC - \$40,000
- City of Clarkston (Stormwater Enterprise Fund) - \$229,474

The project is estimated to begin in Mid-November with a duration of 150 calendar days with liquidated damages assessed at \$1,000 per calendar day, exclusive of quantifiable weather events.

**BID SCHEDULE OF ITEMS
 "DEBELLE STREET & ATLANTA AREA SCHOOL OF THE DEAF"
 STORM IMPROVEMENTS"**

9/18/2020

BID SCHEDULE					
Category	GDOT Pay Item	Quantity	Unit	Cost per Unit	TOTAL
TRAFFIC CONTROL					
Traffic Control	150-0001	1	LS	12500.00	12500.00
TOTAL				SUBTOTAL	\$ 12500.00
DEMOLITION AND REMOVAL					
Removal of Curb	610-0400	130	LF	5.00	650.00
Relocate Water Meter	670-9725	1	EA	2000.00	2000.00 *****
Relocate Water Valve	670-9720	1	EA	2000.00	2000.00 *****
Tree Removal	610-2900	1	LS	5000.00	5000.00 ***
Remove FES	610-6155	1	EA	500.00	500.00
Remove Concrete Headwall	610-5828	3	EA	500.00	1,500.00
Remove Grate Inlet	610-6015	1	EA	500.00	500.00
Remove Asphalt	610-2585	25	SY	100.00	2500.00
Remove Gravel	610-3695	107	SF	6.00	607.00 #642
Remove Chainlink Fence	610-0200	162	LF	12.00	1944.00
Remove 18" RCP	610-0959	6	LF	30.00	180.00
Undercut Excavation (includes 19mm)	210-0250	120	CY	90.00	10800.00
				SUBTOTAL	\$ 28,181.00 28,216
SITE WORK					
Clearing and Grubbing	201-1500	1	LS	10,000.00	10,000.00
Grading Complete (includes haul off - est. at 5000 CY)	210-0100	1	LS	120,000.00	120,000.00
24" Curb and Gutter Type 2	441-6012	403	LF	35.00	14105.00
Junction Box	668-5000	5	EA	4600.00	23000.00
Concrete Headwall	668-0811	1	EA	2500.00	2500.00
Pedestal Top Inlet (per detail)	668-9900	1	EA	1500.00	1500.00

Double Wing Catch Basin	668-1100	3	EA	4800.00	14400.00
30" RCP	550-1301	176	LF	110.00	19360.00
15" RCP	550-1151	24	LF	70.00	1680.00
36" HDPE	550-1362	214	LF	85.00	18190.00
24" HDPE	550-1242	108	LF	70.00	7560.00
4" PVC Pipe	670-5042	17	LF	35.00	595.00
6' Tall Black Vinyl Coated Chainlink Fence	643-1452	790	LF	30.00	23700.00
8' Wide Black Vinyl Coated Gate	643-8030	2	EA	1000.00	2000.00
OCS per Detail	668-9800	1	EA	15000.00	15000.00
Mill existing Asphalt Concrete variable depth	432-5010	1,556	SY	5.00	7780.00
Compact Asphalt Millings	999-1400	1	LS	9000.00	9000.00
19mm Asphalt Base	402-3190	162.0	TN	125.00	20250.00
12.5mm Asphalt Overlay	402-3130	186.0	TN	125.00	23250.00
Yellow Thermoplastic Solid Striping	653-1502	1,370	LF	2.00	2740.00
24" Therm. White Stripe (Stop Bar)	653-1704	10	LF	20.00	200.00
				SUBTOTAL	\$ 336810.00 ✓
Co - Construction Exit	163-0300	1	EA	5000.00	5000.00
Portable Sanitation	NA	1	EA	1200.00	1200.00
Trash Recepticle	NA	1	LS	2000.00	2000.00
St Outlet Protection Rip Rap	603-2181	2,021	SY	6.00	12126.00
Sd2-P Inlet Sediment Trap	163-0550	3	EA	400.00	1200.00
Sd2-F Inlet Sediment Trap	163-0550	1	EA	400.00	400.00
Maintenance of Inlet Sediment Trap	165-0105	1	EA	2500.00	2500.00
Tr - Tree Protection Fencing	702-7501	890	LF	3.00	2670.00
Ss Slope Stabilization Matting	716-2000	676	SY	2.00	1325.00
Fr - Filter Ring	163-0542	1	EA	1000.00	1000.00
Sk - Skimmer (Faircloth)	161-1000	1	LS	3500.00	3500.00
NPDES Sampling Point	167-1000	1	EA	4000.00	4000.00
Seeding and Site Stabilization	700-6910	1	LS	7500.00	5000.00 ✓
				SUBTOTAL	\$ 41,921.00
				TOTAL	\$ 419,412.00

#1357

#500
#1,948

#419,474

NOTE: * Contractor is responsible for quantity takeoffs. The above quantities are for estimation purposes only.

ZVK
10/18/2020

CITY OF CLARKSTON

ITEM NO: E2

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:
Council Worksession

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Discussion -
Ordinance

MEETING DATE: OCTOBER 27, 2020

SUBJECT: Discuss Extending the Sunset Clause of the Clean Indoor Air Act to Certain Grandfathered Businesses

DEPARTMENT: City Administration

PUBLIC HEARING: YES NO

ATTACHMENT: YES NO
Pages: 25

INFORMATION CONTACT: Awet Eyasu, Jamie Carroll
PHONE NUMBER: 404-296-6489

PURPOSE:

Discuss an ordinance to amend Chapter 10, Article VII of the City Code of Ordinances titled Clean Indoor Air to extend the grandfathering for certain qualified establishments, to modify the hours during which smoking is allowed, and to require the grandfathered establishments to post a sign outside each entrance warning visitors that smoking is allowed inside.

NEED/IMPACT:

On August 4, 2016, the Clarkston City Council adopted Ordinance No. 398, enacting "Clean Indoor Air" regulations with the main purposes to: (1) protect the public health and welfare by prohibiting smoking in public places and places of employment; and to: (2) guarantee the right of nonsmokers to breathe smoke free air, and to: (3) recognize that the need to breathe smoke free air shall have priority over the desire to smoke. The Ordinance among other things included a provision allowing for a Temporary Grandfathering of Certain Establishments until December 31, 2018, specifically, qualified adult entertainment establishments and business licensed for the retail sale of tobacco, other plant product used for smoking, accessories used for smoking, Electronic Smoking Devices, or substances intended to be inhaled through electronic smoking devices. On April 3, 2018, the Clarkston City Council adopted Ordinance 421 that extended the Temporary Grandfathering of Certain Establishments until December 31, 2020, and added a new section titled Hookah Licenses for Restaurants allowing for hookah smoking in restaurants that obtained a license no later than July 2, 2018.

While the original 2016 Ordinance and the 2018 revision have been effective at protecting the health and well-being of Clarkston residents, employees, and visitors, the City Council has concerns that the Ordinance may impose a hardship on City businesses that compete with nearby businesses located in unincorporated DeKalb County that are not subject to strict no-smoking regulations (like Clarkston's).

The proposed ordinance would permanently extend the grandfathering provisions at the following locations:

- A. "Qualified adult entertainment establishments" recognized pursuant to City Code § 2.5-31;
and
- B. Restaurants holding a "hookah permit" pursuant to City Code § 10-79.

Additionally, restaurants that obtained a hookah permit prior to July 2, 2018, may continue to obtain an annual hookah smoking permit by December 31 by completing an application and paying a regulatory permit fee of one thousand dollars (\$1,000.00). The restaurants must also comply with various other

regulations including that no other type of smoking is allowed and no person under the age of 18 years old is permitted inside the establishment at any time.

Enclosed are Ordinances 398 and 421, as well as the proposed current revision.

ORDINANCE NO. _____

AN ORDINANCE BY THE CITY OF CLARKSTON TO AMEND CHAPTER 10, ARTICLE VII OF THE CITY CODE, ENTITLED “CLEAN INDOOR AIR,” TO EXTEND GRANDFATHERING FOR CERTAIN QUALIFIED ESTABLISHMENTS; TO MODIFY THE HOURS DURING WHICH SMOKING IS ALLOWED; AND TO REQUIRE GRANDFATHERED ESTABLISHMENTS TO POST A SIGN OUTSIDE EACH ENTRANCE WARNING VISITORS THAT SMOKING IS ALLOWED INSIDE.

WHEREAS, the City Council adopted Ordinance No. 398, enacting “Clean Indoor Air” regulations, on August 4, 2016; and

WHEREAS, the City’s Clean Indoor Air Ordinance has been effective at protecting the health and well-being of Clarkston residents, employees and visitors but the City Council became concerned that it may have a negative impact on certain businesses operating within the City; and

WHEREAS, strict no-smoking regulations within the City may impose a hardship on City businesses that compete with nearby businesses located in unincorporated DeKalb County that are not subject to strict no-smoking regulations; and

WHEREAS, the City Council desires to mitigate hardships on local businesses while encouraging DeKalb County to impose strict no-smoking regulations; and

WHEREAS, the City Council recognizes that it cannot bind future Councils but the current Council hereby announces its intent to terminate grandfathering and hookah permits provided for in this ordinance when DeKalb County enacts a strict no-smoking ordinance, upon giving reasonable advance notice to such businesses.

NOW THEREFORE, BE IT ORDAINED by the Clarkston City Council as follows:

SECTION 1. City Code § 10-69, entitled “Temporary Grandfathering of Certain Establishments” is hereby amended to read as follows:

“Sec. 10-69. Grandfathering of Certain Establishments

Notwithstanding any other provision of this Article, smoking shall be permitted in the following places:

- A. “Qualified adult entertainment establishments” recognized pursuant to City Code § 2.5-31; and
- B. Restaurants holding a “hookah permit” pursuant to City Code § 10-79.

With respect to the foregoing subsection B, failure to maintain all of the required conditions in place at all times will result in the permanent revocation of grandfathered status of the business, upon notice to the business, due process, and a determination by the City Council at a regular meeting that the business has failed to maintain compliance with this Section.”

SECTION 2. City Code § 10-79, entitled “Hookah License for Restaurants” is hereby amended to read as follows:

“Sec. 10-79. Hookah Permit for Restaurants.

- A. Certain restaurants within the City have been issued a permit that allows limited smoking of hookah within the restaurant. Such permits were only issued prior to July 2, 2018. No new permits will be issued.
- B. A hookah permit issued by the city manager pursuant to this section grants an annual privilege to the permittee. Such permits shall expire on December 31 of each year. Such permits may be renewed but the permittee shall have no right to nor expectation of renewal for any subsequent year.
- C. An annual regulatory permit fee of One Thousand (\$1,000.00) Dollars shall be paid to the City prior to issuance of a hookah permit. Such fee is intended to compensate the

City for the cost of enforcing this ordinance. The annual fee will not be pro-rated.

D. The following regulations will be strictly enforced at restaurants holding a hookah permit:

- 1.) No person under the age of 18 years old is permitted inside the establishment at any time.
- 2.) Smoking of anything other than hookah is prohibited at all times.
- 3.) After 6:00 p.m., hookah is permitted; all other smoking remains prohibited.
- 4.) No person under the age of 21 years old is permitted inside the establishment after 6:00 p.m.
- 5.) The establishment must post a sign at each public entrance, measuring at least four square feet, that states: "WARNING: SMOKING IS PERMITTED IN THIS ESTABLISHMENT AFTER 6 P.M. SMOKING AND SECOND HAND SMOKE CAUSE CANCER, LUNG DISEASE, OTHER ILLNESS AND DEATH."

E. If the owner or operator of a restaurant holding a hookah permit is convicted of any violation of this Article in Municipal Court, the hookah permit for that establishment shall be automatically revoked. No refund will be issued for the permit fee.

SECTION 3. If any provision, clause, sentence, or paragraph of this ordinance or the application thereof to any person or circumstances shall be held invalid, that invalidity shall not affect the other provisions of the Article which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are declared to be severable.

SECTION 4. This ordinance shall be effective immediately upon its approval by the City Council.

SO ORDAINED, this ____ day of _____, 2020.

ATTEST:

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

By _____
Tracy Ashby, City Clerk
(SEAL)

Mayor

Approved as to Form:

Stephen G. Quinn, City Attorney

AN ORDINANCE BY THE CITY OF CLARKSTON TO AMEND CHAPTER 10 OF THE CODE TO ADD NEW ARTICLE VII, ENTITLED "CLEAN INDOOR AIR" TO PROHIBIT SMOKING IN DESIGNATED WORKPLACES AND PUBLIC PLACES

WHEREAS, the 2006 U.S. Surgeon General's Report, The Health Consequences of Involuntary Exposure to Tobacco Smoke, has concluded that (1) secondhand smoke exposure causes disease and premature death in children and adults who do not smoke; (2) children exposed to secondhand smoke are at an increased risk for sudden infant death syndrome (SIDS), acute respiratory problems, ear infections, and asthma attacks, and that smoking by parents causes respiratory symptoms and slows lung growth in their children; (3) exposure of adults to secondhand smoke has immediate adverse effects on the cardiovascular system and causes coronary heart disease and lung cancer; (4) there is no risk-free level of exposure to secondhand smoke; (5) establishing smokefree workplaces is the only effective way to ensure that secondhand smoke exposure does not occur in the workplace, because ventilation and other air cleaning technologies cannot completely control for exposure of nonsmokers to secondhand smoke; and (6) evidence from peer-reviewed studies shows that smokefree policies and laws do not have an adverse economic impact on the hospitality industry.¹ According to the 2010 U.S. Surgeon General's Report, How Tobacco Smoke Causes Disease, even occasional exposure to secondhand smoke is harmful and low levels of exposure to secondhand tobacco smoke lead to a rapid and sharp increase in dysfunction and inflammation of the lining of the blood vessels, which are implicated in heart attacks and stroke.² According to the 2014 U.S. Surgeon General's Report, The Health Consequences of Smoking—50 Years of Progress, secondhand smoke exposure causes stroke in nonsmokers. The report also found that since the 1964 Surgeon General's Report on Smoking and Health, 2.5 million nonsmokers have died from diseases caused by tobacco smoke³; and

WHEREAS, numerous studies have found that tobacco smoke is a major contributor to indoor air pollution, and that breathing secondhand smoke (also known as environmental tobacco smoke) is a cause of disease in healthy nonsmokers, including heart disease, stroke, respiratory disease, and lung cancer. The National Cancer Institute determined in 1999 that secondhand smoke is responsible for the early deaths of approximately 53,000 Americans annually⁴; and

WHEREAS, the Public Health Service's National Toxicology Program (NTP) has listed secondhand smoke as a known carcinogen⁵; and

WHEREAS, based on a finding by the California Environmental Protection Agency in 2005, the California Air Resources Board has determined that secondhand smoke is a toxic air contaminant, finding that exposure to secondhand smoke has serious health effects, including low birth-weight babies; sudden infant death syndrome (SIDS); increased respiratory infections in children; asthma in children and adults; lung cancer, sinus cancer, and breast cancer in younger, premenopausal women; heart disease; and death⁶; and

WHEREAS, there is indisputable evidence that implementing 100% smoke-free environments is the only effective way to protect the population from the harmful effects of exposure to secondhand smoke⁷; and

WHEREAS, in reviewing 11 studies concluding that communities see an immediate reduction in heart attack admissions after the implementation of comprehensive smokefree laws, the Institute of Medicine of the National Academies concluded that data consistently demonstrate that secondhand smoke exposure increases the risk of coronary heart disease and heart attacks and that smokefree laws reduce heart attacks⁸; and

WHEREAS, a significant amount of secondhand smoke exposure occurs in the workplace. Employees who work in smoke-filled businesses suffer a 25-50% higher risk of heart attack and higher rates of death from cardiovascular disease and cancer, as well as increased acute respiratory disease and measurable decrease in lung function⁹; and

WHEREAS, studies measuring cotinine (metabolized nicotine) and NNAL (metabolized nitrosamine NNK, a tobacco-specific carcinogen linked to lung cancer) in hospitality workers find dramatic reductions in the levels of these biomarkers after a smokefree law takes effect. Average cotinine levels of New York City restaurant and bar workers decreased by 85% after the city's smokefree law went into effect.¹⁰ After the implementation of Ontario, Canada's Smokefree Indoor Air Law, levels of NNAL were reduced by 52% in nonsmoking casino employees and cotinine levels fell by 98%¹¹; and

WHEREAS, smokefree indoor air laws result in a significant reduction in fine particulate matter and improved air quality. A Grand Rapids, Michigan study that monitored six restaurants before and after implementation of the state's smokefree air law found that PM2.5 fine particulate matter was reduced by 92 percent after the law went into effect, indicating that the vast majority of indoor air pollution in all six venues was due to secondhand smoke. The results in Grand Rapids were consistent with results in Wilmington, Delaware; Boston, Massachusetts; and Western New York¹²; and

WHEREAS, following a Health Hazard Evaluation of Las Vegas casino employees' secondhand smoke exposure in the workplace, which included indoor air quality tests and biomarker assessments, the National Institute of Occupational Safety & Health (NIOSH) concluded that the casino employees are exposed to dangerous levels of secondhand smoke at work and that their bodies absorb high levels of tobacco-specific chemicals NNK and cotinine during work shifts. NIOSH also concluded that the "best means of eliminating workplace exposure to [secondhand smoke] is to ban all smoking in the casinos."¹³ A subsequent study in Nevada, whose Clean Indoor Air Act permits smoking in designated areas of casinos, bars, and taverns, indicates that strong 100% smokefree laws are the only effective way to protect indoor air quality. The study sampled the air quality in 15 casino gaming areas and corresponding nonsmoking areas, and the results indicated that the Clean Indoor Air Act failed to protect air quality in the nonsmoking areas, including children-friendly areas¹⁴; and

WHEREAS, secondhand smoke is particularly hazardous to elderly people, individuals with cardiovascular disease, and individuals with impaired respiratory function, including asthmatics and those with obstructive airway disease.¹⁵ The Americans With Disabilities Act,

which requires that disabled persons have access to public places and workplaces, deems impaired respiratory function to be a disability¹⁶; and

WHEREAS, the U.S. Centers for Disease Control and Prevention has determined that the risk of acute myocardial infarction and coronary heart disease associated with exposure to tobacco smoke is non-linear at low doses, increasing rapidly with relatively small doses such as those received from secondhand smoke or actively smoking one or two cigarettes a day, and has warned that all patients at increased risk of coronary heart disease or with known coronary artery disease should avoid all indoor environments that permit smoking¹⁷; and

WHEREAS, given the fact that there is no safe level of exposure to secondhand smoke, the American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE) bases its ventilation standards on totally smokefree environments. ASHRAE has determined that there is currently no air filtration or other ventilation technology that can completely eliminate all the carcinogenic components in secondhand smoke and the health risks caused by secondhand smoke exposure, and recommends that indoor environments be smokefree in their entirety¹⁸; and

WHEREAS, during periods of active smoking, peak and average outdoor tobacco smoke (OTS) levels measured in outdoor cafes and restaurant and bar patios near smokers rival indoor tobacco smoke concentrations.¹⁹ Nonsmokers who spend six-hour periods in outdoor smoking sections of bars and restaurants experience a significant increase in levels of cotinine when compared to the cotinine levels in a smokefree outdoor area²⁰; and

WHEREAS, residual tobacco contamination, or “thirdhand smoke,” from cigarettes, cigars, and other tobacco products is left behind after smoking occurs and builds up on surfaces and furnishings. This residue can linger in spaces long after smoking has ceased and continue to expose people to tobacco toxins. Sticky, highly toxic particulate matter, including nicotine, can cling to walls and ceilings. Gases can be absorbed into carpets, draperies, and other upholsteries, and then be reemitted (off-gassed) back into the air and recombine to form harmful compounds.²¹ Tobacco residue is noticeably present in dust throughout places where smoking has occurred.²² Given the rapid sorption and persistence of high levels of residual nicotine from tobacco smoke on indoor surfaces, including clothing and human skin, this recently identified process represents an unappreciated health hazard through dermal exposure, dust inhalation, and ingestion.²³ The dangers of residual tobacco contamination are present in hotels, even in nonsmoking rooms. Compared with hotels that are completely smokefree, surface nicotine and air 3EP are elevated in nonsmoking and smoking rooms of hotels that allow smoking. Air nicotine levels in smoking rooms are significantly higher than those in nonsmoking rooms of hotels that do and do not completely prohibit smoking. Hallway surfaces outside of smoking rooms also show higher levels of nicotine than those outside of nonsmoking rooms. Partial smoking restrictions in hotels do not protect non-smoking guests from exposure to tobacco smoke and tobacco-specific carcinogens²⁴; and

WHEREAS, unregulated high-tech smoking devices, commonly referred to as electronic cigarettes, or “e-cigarettes,” closely resemble and purposefully mimic the act of smoking by having users inhale vaporized liquid nicotine created by heat through an electronic ignition system. After testing a number of electronic cigarettes from two leading manufacturers, the Food and Drug

Administration (FDA) determined that various samples tested contained not only nicotine but also detectable levels of known carcinogens and toxic chemicals, including tobacco-specific nitrosamines and diethylene glycol, a toxic chemical used in antifreeze. The FDA's testing also suggested that "quality control processes used to manufacture these products are inconsistent or non-existent."²⁵ According to a more recent study, electronic cigarette emissions are made up of a high concentration of ultrafine particles, and the particle concentration is higher than in conventional tobacco cigarette smoke.²⁶ Electronic cigarettes produce an aerosol or vapor of undetermined and potentially harmful substances, which may appear similar to the smoke emitted by traditional tobacco products. Their use in workplaces and public places where smoking of traditional tobacco products is prohibited creates concern and confusion and leads to difficulties in enforcing the smoking prohibitions. The World Health Organization (WHO) recommends that electronic smoking devices not be used indoors, especially in smokefree environments, in order to minimize the risk to bystanders of breathing in the aerosol emitted by the devices and to avoid undermining the enforcement of smokefree laws²⁷; and

WHEREAS, the Society of Actuaries has determined that secondhand smoke costs the U.S. economy roughly \$10 billion a year: \$5 billion in estimated medical costs associated with secondhand smoke exposure and \$4.6 billion in lost productivity²⁸; and

WHEREAS, numerous economic analyses examining restaurant and hotel receipts and controlling for economic variables have shown either no difference or a positive economic impact after enactment of laws requiring workplaces to be smokefree. Creation of smokefree workplaces is sound economic policy and provides the maximum level of employee health and safety²⁹; and

WHEREAS, there is no legal or constitutional "right to smoke."³⁰ Business owners have no legal or constitutional right to expose their employees and customers to the toxic chemicals in secondhand smoke. On the contrary, employers have a common law duty to provide their workers with a workplace that is not unreasonably dangerous³¹; and

WHEREAS, smoking is a potential cause of fires; cigarette and cigar burns and ash stains on merchandise and fixtures causes economic damage to businesses³²; and

WHEREAS, the smoking of tobacco, hookahs, or marijuana and the use of electronic cigarettes are forms of air pollution and constitute both a danger to health and a material public nuisance; and

WHEREAS, accordingly, the City of Clarkston desires to act to protect the public health by prohibiting smoking in all public places and all workplaces.

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

Section 1. Chapter 10 of the Code of Ordinances, regarding Health and Sanitation, is hereby amended to add new Article VII, entitled "Clean Indoor Air." The "Clarkston Clean Indoor Air Ordinance" attached hereto and consisting of 10 pages is hereby adopted and Sections 10-60 through 10-78 are hereby added to the Code of Ordinances.

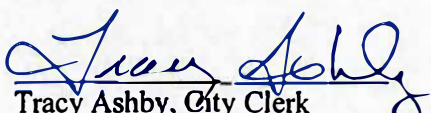
Section 2. If any provision, clause, sentence, or paragraph of this Article or the application thereof to any person or circumstances shall be held invalid, that invalidity shall not affect the other provisions of this Article which can be given effect without the invalid provision or application, and to this end the provisions of this Article are declared to be severable.

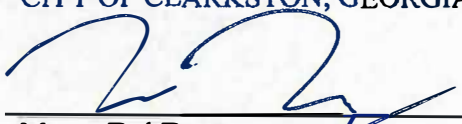
Section 3. This Article shall be effective thirty (30) days from and after the date of its adoption.

ADOPTED this 4 day of August, 2016.

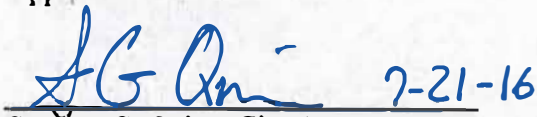
ATTEST:

CITY COUNCIL OF
CITY OF CLARKSTON, GEORGIA


Tracy Ashby, City Clerk
(SEAL)


Mayor Ted Terry

Approved as to Form:

 7-21-16
Stephen G. Quinn, City Attorney

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Clarkston Clean Indoor Air Ordinance

Sec. 10-60. Findings and Intent

The City of Clarkston finds and declares that the purposes of this ordinance are (1) to protect the public health and welfare by prohibiting smoking in public places and places of employment; and (2) to guarantee the right of nonsmokers to breathe smokefree air, and to recognize that the need to breathe smokefree air shall have priority over the desire to smoke.

Sec. 10-61. Definitions

The following words and phrases, whenever used in this Article, shall be construed as defined in this Section:

- A. "Bar" means an establishment that is devoted to the serving of alcoholic beverages for consumption by guests on the premises and in which the serving of food is only incidental to the consumption of those beverages, including but not limited to, taverns, nightclubs, cocktail lounges, and cabarets.
- B. "Business" means a sole proprietorship, partnership, joint venture, corporation, or other business entity, either for-profit or not-for-profit, including retail establishments where goods or services are sold; professional corporations and other entities where legal, medical, dental, engineering, architectural, or other professional services are delivered; and private clubs.
- C. "Electronic Smoking Device" means any product containing or delivering nicotine or any other substance intended for human consumption that can be used by a person to simulate smoking through inhalation of vapor or aerosol from the product. The term includes any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, or vape pen, or under any other product name or descriptor.
- D. "Employee" means a person who is employed by an employer in consideration for direct or indirect monetary wages or profit, and a person who volunteers his or her services for a non-profit entity.
- E. "Employer" means a person, business, partnership, association, corporation, including a municipal corporation, trust, or non-profit entity that employs the services of one or more individual persons.
- F. "Enclosed Area" means all space between a floor and a ceiling that is bounded on at least two sides by walls, doorways, or windows, whether open or closed. A wall includes any retractable divider, garage door, or other physical barrier, whether temporary or permanent and whether or not containing openings of any kind.

- G. "Health Care Facility" means an office or institution providing care or treatment of diseases, whether physical, mental, or emotional, or other medical, physiological, or psychological conditions, including but not limited to, hospitals, rehabilitation hospitals or other clinics, including weight control clinics, nursing homes, long-term care facilities, homes for the aging or chronically ill, laboratories, and offices of surgeons, chiropractors, physical therapists, physicians, psychiatrists, dentists, and all specialists within these professions. This definition shall include all waiting rooms, hallways, private rooms, semiprivate rooms, and wards within health care facilities.
- H. "Hookah" means a water pipe and any associated products and devices which are used to produce fumes, smoke, and/or vapor from the burning of material including, but not limited to, tobacco, shisha, or other plant matter.
- I. "Place of Employment" means an area under the control of a public or private employer, including, but not limited to, work areas, private offices, employee lounges, restrooms, conference rooms, meeting rooms, classrooms, employee cafeterias, hallways, construction sites, temporary offices, and vehicles. A private residence is not a "place of employment" unless it is used as a child care, adult day care, or health care facility.
- J. "Playground" means any park or recreational area designed in part to be used by children that has play or sports equipment installed or that has been designated or landscaped for play or sports activities, or any similar facility located on public or private school grounds or on [City or County] grounds.
- K. "Private Club" means an organization, whether incorporated or not, which is the owner, lessee, or occupant of a building or portion thereof used exclusively for club purposes at all times, which is operated solely for a recreational, fraternal, social, patriotic, political, benevolent, or athletic purpose, but not for pecuniary gain, and which only sells alcoholic beverages incidental to its operation. The affairs and management of the organization are conducted by a board of directors, executive committee, or similar body chosen by the members at an annual meeting. The organization has established bylaws and/or a constitution to govern its activities. The organization has been granted an exemption from the payment of federal income tax as a club under 26 U.S.C. Section 501.
- L. "Public Event" means an event which is open to and may be attended by the general public, including but not limited to, concerts, fairs, farmers' markets, festivals, parades, performances, and other exhibitions, regardless of any fee or age requirement.
- M. "Public Place" means an area to which the public is invited or permitted, including but not limited to, banks, bars, educational facilities, gambling facilities, health care facilities, hotels and motels, laundromats, parking structures, public transportation vehicles and facilities, reception areas, restaurants, retail food production and marketing establishments, retail service establishments, retail stores, shopping malls, sports arenas, theaters, and waiting rooms. A private residence is not a "public place" unless it is used as a child care, adult day care, or health care facility.

- N. "Recreational Area" means any public or private area open to the public for recreational purposes, whether or not any fee for admission is charged, including but not limited to, amusement parks, athletic fields, beaches, fairgrounds, gardens, golf courses, parks, plazas, skate parks, swimming pools, trails, and zoos.
- O. "Restaurant" means an eating establishment which gives or offers for sale food to the public, guests, or employees, including but not limited to, coffee shops, cafeterias, sandwich stands, private and public school cafeterias, as well as kitchens and catering facilities in which food is prepared on the premises for serving elsewhere. The term "restaurant" shall include a bar area within the restaurant.
- P. "Service Line" means an indoor or outdoor line in which one (1) or more persons are waiting for or receiving service of any kind, whether or not the service involves the exchange of money, including but not limited to, ATM lines, concert lines, food vendor lines, movie ticket lines, and sporting event lines.
- Q. "Shopping Mall" means an enclosed or unenclosed public walkway or hall area that serves to connect retail or professional establishments.
- R. "Smoking" means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated tobacco or plant product intended for inhalation, including hookahs and marijuana, whether natural or synthetic, in any manner or in any form. "Smoking" also includes the use of an electronic smoking device which creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking in this Article.
- S. "Sports Arena" means a place where people assemble to engage in physical exercise, participate in athletic competition, or witness sports or other events, including sports pavilions, stadiums, gymnasiums, health spas, boxing arenas, swimming pools, roller and ice rinks, and bowling alleys.

Sec. 10-62. City Facilities and Property

All enclosed areas, including buildings and vehicles owned, leased, or operated by the City of Clarkston, as well as all outdoor property adjacent to such buildings and under the control of the City, shall be subject to the provisions of this Article.

Sec. 10-63. Prohibition of Smoking in Enclosed Public Places

Smoking shall be prohibited in all enclosed public places within the City of Clarkston, including but not limited to, the following places:

- A. Aquariums, galleries, libraries, and museums.

- B. Areas available to the general public in businesses and non-profit entities patronized by the public, including but not limited to, banks, laundromats, professional offices, and retail service establishments.
- C. Bars.
- D. Bingo facilities.
- E. Child care and adult day care facilities.
- F. Convention facilities.
- G. Educational facilities, both public and private.
- H. Elevators.
- I. Health care facilities.
- J. Hotels and motels.
- K. Lobbies, hallways, and other common areas in apartment buildings, condominiums, trailer parks, retirement facilities, nursing homes, and other multiple-unit residential facilities.
- L. Parking structures.
- M. Polling places.
- N. Public transportation vehicles, including buses and vehicles for hire, and ticket, boarding, and waiting areas of public transportation facilities.
- O. Restaurants.
- P. Restrooms, lobbies, reception areas, hallways, and other common-use areas.
- Q. Retail stores.
- R. Service lines.
- S. Shopping malls.
- T. Sports arenas, including enclosed places in outdoor arenas.
- U. Theaters and other facilities primarily used for exhibiting motion pictures, stage dramas, lectures, musical recitals, or other similar performances.

Sec. 10-64. Prohibition of Smoking in Enclosed Places of Employment

- A. Smoking shall be prohibited in all enclosed areas of places of employment without exception. This includes, without limitation, common work areas, auditoriums, classrooms, conference and meeting rooms, private offices, elevators, hallways, medical facilities, cafeterias, employee lounges, stairs, restrooms, vehicles, and all other enclosed facilities.
- B. This prohibition on smoking shall be communicated to all existing employees by the effective date of this Article and to all prospective employees upon their application for employment.

Sec. 10-65. Prohibition of Smoking in Certain Enclosed Residential Facilities

Smoking shall be prohibited in the following enclosed residential facilities:

- A. All private and semi-private rooms in nursing homes.
- B. All hotel and motel guest rooms.

Sec. 10-66. Prohibition of Smoking in Outdoor Public Places

Smoking shall be prohibited in the following outdoor places:

- A. Within thirty (30) feet outside entrances, operable windows, and ventilation systems of enclosed areas where smoking is prohibited, so as to prevent tobacco smoke from entering those areas.
- B. On all outdoor property that is adjacent to buildings owned, leased, or operated by the City of Clarkston.
- C. In, and within 30 feet of, outdoor seating or serving areas of restaurants.
- D. In outdoor shopping malls, including parking structures.
- E. In all outdoor arenas, stadiums, and amphitheaters. Smoking shall also be prohibited in, and within 30 feet of, bleachers and grandstands for use by spectators at sporting and other public events.
- F. In outdoor recreational areas, including parking lots.
- G. In, and within 30 feet of, all outdoor playgrounds.
- H. In, and within 30 feet of, all outdoor public events.
- I. In, and within 30 feet of, all outdoor public transportation stations, platforms, and shelters.

- J. In all outdoor service lines, including lines in which service is obtained by persons in vehicles, such as service that is provided by bank tellers, parking lot attendants, and toll takers. In lines in which service is obtained by persons in vehicles, smoking is prohibited by both pedestrians and persons in vehicles, but only within 30 feet of the point of service.
- K. In outdoor common areas of apartment buildings, condominiums, trailer parks, retirement facilities, nursing homes, and other multiple-unit residential facilities, except in designated smoking areas, not to exceed twenty-five percent (25%) of the total outdoor common area, which must be located at least 30 feet outside entrances, operable windows, and ventilation systems of enclosed areas where smoking is prohibited.

Sec. 10-67. Prohibition of Smoking in Outdoor Places of Employment

- A. Smoking shall be prohibited in all outdoor places of employment where two or more employees are required to be in the course of their employment. This includes, without limitation, work areas, construction sites, temporary offices such as trailers, restroom facilities, and vehicles.
- B. This prohibition on smoking shall be communicated to all existing employees by the effective date of this Article and to all prospective employees upon their application for employment.

Sec. 10-68. Where Smoking Not Regulated

Notwithstanding any other provision of this Article to the contrary, smoking shall be allowed in private residences, unless used as a childcare, adult day care, or health care facility.

Sec. 10-69. Temporary Grandfathering of Certain Establishments

Notwithstanding any other provision of this Article, smoking shall be permitted until December 31, 2018, in the following places:

- A. "Qualified adult entertainment establishments" recognized pursuant to City Code § 2.5-31; and
- B. Businesses that meet all of the following criteria:
 - 1. The business was operating at its current location pursuant to a valid business license issued by the City of Clarkston on April 1, 2016;
 - 2. The primary business conducted at the licensed establishment is the retail sale of tobacco, other plant product used for smoking, accessories used for smoking, Electronic Smoking Devices, or substances intended to be inhaled through electronic smoking devices; and
 - 3. No person under twenty-one (21) years old is permitted inside the business at any time.

With respect to the foregoing subsection B., failure to maintain all of the required conditions in place at all times will result in the permanent revocation of grandfathered status of the business, upon notice to the business, due process, and a determination by the City Council at a regular meeting that the business has failed to maintain compliance with this Section.

Sec. 10-70. Declaration of Establishment or Outdoor Area as Nonsmoking

Notwithstanding any other provision of this Article, an owner, operator, manager, or other person in control of an establishment, facility, or outdoor area may declare that entire establishment, facility, or outdoor area as a nonsmoking place. Smoking shall be prohibited in any place in which a sign conforming to the requirements of Section 10-71 is posted.

Sec. 10-71. Posting of Signs and Removal of Ashtrays Where Smoking Prohibited

The owner, operator, manager, or other person in control of a place of employment, public place, or residential facility where smoking is prohibited by this Article shall:

- A. Clearly and conspicuously post “No Smoking” signs or the international “No Smoking” symbol (consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a red bar across it) in that place.
- B. Clearly and conspicuously post at every entrance to that place a sign stating that smoking is prohibited or, in the case of outdoor places, clearly and conspicuously post “No Smoking” signs in appropriate locations as determined by the City Manager or an authorized designee.
- C. Clearly and conspicuously post on every vehicle that constitutes a place of employment under this Article at least one sign, visible from the exterior of the vehicle, stating that smoking is prohibited.
- D. Remove all ashtrays from any area where smoking is prohibited by this Article, except for ashtrays displayed for sale and not for use on the premises.

Sec. 10-72. Warning Sign to be Posted in Businesses Where Nicotine Products Sold

- (a) Any person owning or operating a place of business in which cigarettes, tobacco products, tobacco related objects, or Electronic Smoking Devices are sold or offered for sale shall post in a conspicuous place a sign which shall contain the following statement:

“SALE OF CIGARETTES, TOBACCO, TOBACCO PRODUCTS, OR TOBACCO RELATED OBJECTS, ALTERNATIVE NICOTINE PRODUCTS, VAPOR PRODUCTS TO PERSONS UNDER 18 YEARS OF AGE IS PROHIBITED BY LAW.”

Such sign shall be printed in letters of at least one-half inch in height.

- (b) Every person owning or operating a business described in subsection (a) of this section shall also post a sign containing the same statement in the six most common languages used in Clarkston other than English. Such sign shall be obtained from City Hall by such person.

Sec. 10-73. Nonretaliation; Nonwaiver of Rights

- A. No person or employer shall discharge, refuse to hire, or in any manner retaliate against an employee, applicant for employment, customer, or resident of a multiple-unit residential facility because that employee, applicant, customer, or resident exercises any rights afforded by this Article or reports or attempts to prosecute a violation of this Article. Notwithstanding Section 10-75, violation of this Subsection shall be punishable by a fine not to exceed \$1000 for each violation.
- B. An employee who works in a setting where an employer allows smoking does not waive or otherwise surrender any legal rights the employee may have against the employer or any other party.

Sec. 10-74. Enforcement

- A. This Article shall be enforced by the Police Department, the Quality of Life Officer, the City Manager or an authorized designee.
- B. Notice of the provisions of this Article shall be given to all applicants for a business license in the City of Clarkston.
- C. Any citizen who desires to register a complaint under this Article may initiate enforcement with the City Manager.
- D. The Quality of Life Officer shall, while an establishment is undergoing otherwise mandated inspections, inspect for compliance with this Article.
- E. An owner, manager, operator, or employee of an area regulated by this Article shall direct a person who is smoking in violation of this Article to extinguish or turn off the product being smoked. If the person does not stop smoking, the owner, manager, operator, or employee shall refuse service and shall immediately ask the person to leave the premises. If the person in violation refuses to leave the premises, the owner, manager, operator, or employee shall contact a law enforcement agency.

Sec. 10-75. Violations and Penalties

- A. A person who smokes in an area where smoking is prohibited by the provisions of this Article shall be guilty of an infraction, punishable by a fine not exceeding fifty dollars (\$50).

- B. Except as otherwise provided in Section 10-73(A), a person who owns, manages, operates, or otherwise controls a public place or place of employment and who fails to comply with the provisions of this Article shall be guilty of an infraction, punishable by:
1. A fine not exceeding one hundred dollars (\$100) for a first violation.
 2. A fine not exceeding two hundred dollars (\$200) for a second violation within one (1) year.
 3. A fine not exceeding five hundred dollars (\$500) for each additional violation within one (1) year.
- C. In addition to the fines established by this Section, violation of this Article by a person who owns, manages, operates, or otherwise controls a public place or place of employment may result in the suspension or revocation of any permit or license issued to the person for the premises on which the violation occurred.
- D. Violation of this Article is hereby declared to be a public nuisance, which may be abated by the City by restraining order, preliminary and permanent injunction, or other means provided for by law, and the City may take action to recover the costs of the nuisance abatement.
- E. Each day on which a violation of this Article occurs shall be considered a separate and distinct violation.

Sec. 10-76. Public Education

The City Manager shall engage in a continuing program to explain and clarify the purposes and requirements of this Article to citizens affected by it, and to guide owners, operators, and managers in their compliance with it. The program may include publication of a brochure for affected businesses and individuals explaining the provisions of this ordinance.

Sec. 10-77. Other Applicable Laws

This Article shall not be interpreted or construed to permit smoking where it is otherwise restricted by other applicable laws.

Sec. 10-78. Liberal Construction

This Article shall be liberally construed so as to further its purposes.

ORDINANCE NO. 421

AN ORDINANCE BY THE CITY OF CLARKSTON TO AMEND CHAPTER 10, ARTICLE VII OF THE CITY CODE, ENTITLED "CLEAN INDOOR AIR"; TO EXTEND TEMPORARY GRANDFATHERING FOR CERTAIN ESTABLISHMENTS; AND TO ALLOW QUALIFIED RESTAURANTS TO OBTAIN A LICENSE THAT WOULD PERMIT HOOKAH SMOKING PURSUANT TO DEFINED REGULATIONS.

WHEREAS, the City Council adopted Ordinance No. 398, enacting "Clean Indoor Air" regulations, on August 4, 2016; and

WHEREAS, the City's Clean Indoor Air Ordinance has been effective at protecting the health and well-being of Clarkston residents, employees and visitors but may have a negative impact on certain businesses operating within the City; and

WHEREAS, strict no-smoking regulations within the City may impose a hardship on City businesses that compete with nearby businesses located in unincorporated DeKalb County that are not subject to strict no-smoking regulations; and

WHEREAS, the City Council desires to mitigate hardships on local businesses while encouraging DeKalb County to impose strict no-smoking regulations; and

WHEREAS, it is the intent of the City Council to terminate grandfathering and hookah permits provided for in this ordinance when DeKalb County enacts a strict no-smoking ordinance.

NOW THEREFORE, BE IT ORDAINED by the Clarkston City Council as follows:

SECTION 1. City Code § 10-69, entitled "Temporary Grandfathering of Certain Establishments" is hereby amended such that the date December 31, 2018, in the first sentence is replaced with the date December 31, 2020. Section 10-69 shall remain unchanged in all respects other than the changed date in the first sentence.

SECTION 2. New Code § 10-79 is hereby adopted, to read as follows:

"Sec. 10-79. Hookah License for Restaurants.

- A. Notwithstanding any other provision of this Article, restaurants licensed to operate within the City may apply for and the city manager may issue a permit that will allow limited smoking of hookah within the restaurant. Such application must be submitted no later than July 2, 2018. No new license under this section will be issued unless the application is received by such date.

- B. A hookah permit issued by the city manager pursuant to this section grants an annual privilege to the permittee. Such permits shall expire on December 31 of each year. Such permits may be renewed but the permittee shall have no right to nor expectation of renewal for any subsequent year.
- C. An annual regulatory permit fee of One Thousand (\$1,000.00) Dollars shall be paid to the City prior to issuance of a hookah permit. Such fee is intended to compensate the City for the cost of enforcing this ordinance. The annual fee will be pro-rated for year 2018 but will not be pro-rated during any subsequent year.
- D. The following regulations will be strictly enforced at restaurants holding a hookah license:
 - 1.) No person under the age of 18 years old is permitted inside the establishment at any time.
 - 2.) No smoking of any type is permitted before 9:00 p.m.
 - 3.) After 9:00 p.m., only smoking of hookah is permitted; all other smoking remains prohibited.
 - 4.) No person under the age of 21 years old is permitted inside the establishment after 9:00 p.m.
- E. If the owner or operator of a restaurant holding a hookah permit is convicted of any violation of this Article in Municipal Court, the hookah permit for that establishment shall be automatically revoked. No refund will be issued for the permit fee.

SECTION 3. If any provision, clause, sentence, or paragraph of this ordinance or the application thereof to any person or circumstances shall be held invalid, that invalidity shall not affect the other provisions of the Article which can be given effect without the invalid provision or application, and to this end the provisions of this Article are declared to be severable.

SECTION 4. This ordinance shall be effective immediately upon its approval by the City Council.

SIGNATURE PAGE FOLLOWS

ADOPTED, this 3 day of April, 2018.

ATTEST:

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

By Tracy Ashby
Tracy Ashby, City Clerk
(SEAL)

Ted Ferry
Ted Ferry, Mayor

Approved as to Form:

SGQ 4-3-18
Stephen G. Quinn, City Attorney

Hookah Permits

CITY OF CLARKSTON
 FD-CLSSRC REVENUES DETAIL REPORT
 Posted and Distributed Figures
 Executed By: ddefnall
 From: 2018-01 To: 2020-10

Page: 1
 Date: 10/14/2020
 Time: 16:24:25

FY-FM Estimate Revenues Revenues Detail Specific

FD 100 (GENERAL FUND)
 CLSSRC 321153 ()
 Account Code: 100-321153 (HOOKAH PERMIT)

Journal Entries

FY-FM	Estimated Revenues	Revenues	Journal ID	Reference	Control	Trans#	Source User	Entry Date	Description
2019-01	\$ 2,003.00	\$ 0.00	ORIGINAL BUDGET			239	ddefnall	05/15/2019	2019 ORIGINAL BUDGET
2020-01	\$ 200.00	\$ 0.00	ORIGINAL BUDGET			250	ddefnall	04/01/2020	2020 Budget
Total	\$ 2,203.00	\$ 0.00	Summary Only: Journal Entries						

Receipts

FY-FM	Estimated Revenues	Revenues	Journal ID	Reference	Control	Trans#	Source User	Entry Date	Description
2018-04	\$ 0.00	\$ 753.00	NORMAL		AN04.12.18	354	ddefnall	04/26/2018	HOOKAH PERMIT-PONCE CAFE-LEAKE HALEDE
2018-04	\$ 0.00	\$ 750.00	NORMAL	2018	CHA04.10.18	333	ddefnall	04/25/2018	PONCE SPORTS LOUNGE 2018 HOOKAH PERMIT
2018-06	\$ 0.00	\$ 500.00	NORMAL		CHA06.29.18	659	ddefnall	07/03/2018	HOOKAH PERMIT LAMBADINA CAFE
2019-01	\$ 0.00	\$ 1,000.00	NORMAL	2019	CHA01.04.19	32	ddefnall	01/12/2019	LAMBADINA CAFE HOOKAH PERMIT 2019
2019-01	\$ 0.00	\$ 1,000.00	NORMAL		CHA01.24.19	85	ddefnall	02/01/2019	2019 HOOKAH PERMIT PONCE SPORTS LOUNGE
2020-01	\$ 0.00	\$ 1,000.00	NORMAL	2020	CHA01.24.20	100	ddefnall	01/31/2020	HOOKAH PERMIT 2020 LAMBADINA CAFE
2020-03	\$ 0.00	\$ 1,000.00	NORMAL		AN03.04.20	199	ddefnall	03/09/2020	HOOKAH 2020 PRMT TESFAMARIYAM WEGAYEHU
Total	\$ 0.00	\$ 6,003.00	Summary Only: Receipts						

Total	\$ 2,203.00	\$ 6,003.00	Account Code: 100-321153						
Total	\$ 2,203.00	\$ 6,003.00	CLSSRC	321153					
Total	\$ 2,203.00	\$ 6,003.00	FD	100	GENERAL FUND				
Total	\$ 2,203.00	\$ 6,003.00	Report						

① Lambadina Cafe
 ② Ponce Sports Lounge

CITY OF CLARKSTON
OCCUPATIONAL TAX/BUSINESS LICENSE MASTER
Executed By: levans

Page: 1
Date: 09/29/20
Time: 16:34:23

Business Name -----	Street Address -----	Supplemental Address -----	Work Phone -----
ADDIS HOOKAH TOBACCO SUPPLY INC	3924 E PONCE DE LEON	STE B	404-944-0352
ATL EXOTICS	1353 BROCKETT RD	STE A	678-521-8329
DUBAI TOBACCO SHOP	1353 Brockett Rd	STE H	678-887-8600

NUMBER OF BUSINESSES: 3

CITY OF CLARKSTON

ITEM NO: E3

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:
Council Worksession

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Discussion

MEETING DATE: OCTOBER 27, 2020

SUBJECT: Discuss Late Night Restaurant Operations related to City Council Adoption of Ordinance 19-433, Late Night Alcohol Sales for Consumption on Premises

DEPARTMENT: City Administration

PUBLIC HEARING: YES NO

ATTACHMENT: YES NO
Pages: 5

INFORMATION CONTACT: ROBIN I. GOMEZ
PHONE NUMBER: 404-296-6489

PURPOSE:

Discuss Ordinance 19-433, Regarding Alcoholic Beverages, to Allow "Late Night Sales" for on the Premises Consumption at various businesses, mainly restaurants,

NEED/IMPACT:

On February 5, 2019, the Clarkston City Council adopted Ordinance No. 433, enacting "Late Night Alcohol" sales regulations that amended City Code, Section 3-29 – Hours of Operation for Package Retailers; Hours of Sale for Consumption on Premises, with the main purpose to allow businesses licensed to sell alcohol for consumption on premises to make sales and remain open until later (extended) hours, specifically:

Sunday to Thursday:

SALES: from 1:55 am to 4:00 am

CONSUMPTION ON PREMISES: from 2:25 am to 4:30 am

CLOSING TIME/HOUR: from 2:55 am to 5:00 am

Friday and Saturday:

SALES: from 2:50 am to 4:00 am

CONSUMPTION ON PREMISES: from 3:20 am to 4:30 am

CLOSING TIME/HOUR: from 3:50 am to 5:00 am

Under the new Ordinance, 7 days per week, Sales are allowed until 4:00 am, Consumption on Premises until 4:30, and the Closing Time/Hour is 5:00 am.

Ordinance No. 433 also required that the licensee not permit any person under 21 years of age to be present during the late night sales hours and that all additional late night sales shall only be permitted/allowed when the licensee contracts an off-duty P.O.S.T. certified law enforcement officer employed by either the City of Clarkton or DeKalb County.

Since the Ordinances' adoption 2 restaurants have been providing late night sales and for the most part have complied with the above requirements. However, the additional hours have yielded various concerns including: (1) additional/excessive noise, (2) additional trash, (3) traffic/parking, (4) businesses possibly not in compliance with City Ordinance 19-448, Bona Fide Restaurants that Must Serve 2 Meals per Day, (5) Customers possibly not wearing masks and/or observing reasonable social distancing; (6) Indoor Smoking (other than the permitted Hookah at one location); and (7) Over-all appearance of operating as a bar, lounge, night club rather than a restaurant.

City staff has reviewed some of the above concerns with the business owners that have made various corrections/accommodations to alleviate the concerns. We are still reviewing others to ensure compliance. Many of the above concerns did not exist prior to the Feb 5, 2019, Ordinance adoption.

ORDINANCE NO. 19- 433

AN ORDINANCE TO AMEND CHAPTER 3 OF THE CODE, REGARDING ALCOHOLIC BEVERAGES, TO ALLOW "LATE NIGHT SALES" FOR CONSUMPTION ON THE PREMISES SUBJECT TO CERTAIN CONDITIONS.

WHEREAS, the City Council has determined that "late night sales" of alcohol for consumption on the premises, as defined herein, present an important economic opportunity for businesses located within the City; and

WHEREAS, the City Council has determined that certain conditions must be met by licensed alcohol vendors in order to protect public safety during the "late night sales" period.

NOW THEREFORE, BE IT ORDAINED BY the City of Clarkston, Georgia that Chapter 3 of the City's Code of Ordinances, concerning the sale of alcohol within the City of Clarkston, be amended as follows:

Section 1.

New Code Section 3-34 is hereby adopted, to read as follows:

"Sec. 3-34. Late night alcohol sales for consumption on premises.

- (a) In addition to the permissible hours for sales of alcoholic beverages for consumption on the premises set out in Section 3-29, businesses licensed to sell alcohol for consumption on premises may also make such sales during the following hours, subject to the conditions set forth this section:
- (1) Monday, Tuesday, Wednesday, Thursday and Friday mornings between 1:56 a.m. and 4:00 a.m.; and
 - (2) Saturday morning between 2:51 a.m. and 4:00 a.m.
- (b) Late night sales pursuant to this section shall only be permitted when the licensee engages an off-duty P.O.S.T. certified law enforcement officer currently employed in such capacity by either the City of Clarkston or DeKalb County to provide security at the licensed establishment during late night hours and such security officer is actually present at the premises to provide security.
- (c) The licensee shall not permit any person under 21 years of age to be present at the premises during late night sales hours as defined in this section.
- (d) Upon request by a City of Clarkston official, the licensee offering late night sales of alcohol shall provide a sworn verification of the fact that a certified law enforcement officer is engaged at the premises per subsection (b) of this section during all periods of late night alcohol sales pursuant to subsection (a)."

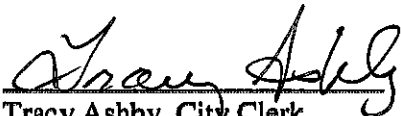
Section 2.

This ordinance shall become effective immediately upon its adoption by the City Council.


SO ORDAINED, this 5th day of February, 2019.

ATTEST:

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




Tracy Ashby, City Clerk



Mayor Ted Terry

Approved as to Form

 2-6-19

Stephen G. Quinn, City Attorney

• **Sec. 3-29. - Hours of operation for package retailers; hours of sale for consumption on premises.**

- (a) The retail package sale of alcoholic beverages shall only be permitted within the city between the hours of 9:00 a.m. and 12:00 midnight Monday through Saturday and between the hours of 12:30 p.m. and 11:30 p.m. on Sunday.
- (b) The sale of alcoholic beverages for consumption on the premises shall only be permitted within the city Monday through Thursday from 9:00 a.m. until 1:55 a.m. the following day, Friday and Saturday from 9:00 a.m. until 2:50 a.m. the following day, and on Sunday from 1:00 p.m. until 1:55 a.m. on Monday morning.
- (c) There shall be no consumption on the premises after prohibited hours have been in effect for one-half ($\frac{1}{2}$) hour.
- (d) All licensed restaurants must close their premises to the public and clear the premises of patrons within one (1) hour after the time set in this section for discontinuance of the sale of alcoholic beverages on the premises.

(Ord. No. 346, § 2, 8-4-10; Ord. No. 11-366, § 1, 12-6-11; Ord. No. 368, § 2, 9-4-12)

• **Sec. 3-30. - Visibility.**

(a)

Each facility that sells any alcoholic beverage shall have a clearly marked point(s) of entry.

(b)

The point(s) of entry must be clearly visible from a public street; however, this requirement shall not apply to hotels or where the location of the point of entry is in a shopping center or multiple-story business building.

(c)

At all points of entry, clear windows & clear doors are required in all facilities licensed hereunder. If a facility contains a cashier's cage or other internally enclosed facility, clear windows and clear doors must also be utilized except as set out below.

(d)

All businesses licensed hereunder, including those entirely enclosed in another building such as a restaurant located in a hotel, must keep all windows, doors, etc., free of visual obstructions so that persons outside the facility may clearly see inside the facility. No tinting, shades or other devices shall be used to obstruct the view into the facility. Shades, curtains, blinds, etc., may be used to reduce sun glare so long as such measures do not impede visual access to the facility's interior.

(e)

All businesses licensed hereunder must keep a level of lighting internally adequate to provide visual access and safety to law enforcement or other emergency responders twenty-four (24) hours a day seven (7) days a week. External lighting cannot be solely used to meet the standards required herein.

(f)

Offices which do not contain cash registers within a facility may be excluded from subsections (c) and (d).

(Ord. No. 12-368, § 3, 9-4-12)

ORDINANCE NO. 19-448

AN ORDINANCE BY THE CITY OF CLARKSTON TO AMEND CHAPTER 3 OF THE CITY CODE, REGARDING ALCOHOL, TO CLARIFY THAT "BONA FIDE RESTAURANTS" MUST SERVE AT LEAST TWO MEALS PER DAY.

WHEREAS, the City Code only allows alcohol to be sold by the drink for consumption on the premises where sold at bona fide restaurants; and

WHEREAS, it has come to the attention of the City Council that the requirement that bona fide restaurants must serve two meals per day is not clear in the existing City Code; and

WHEREAS, the City Council desires to amend Chapter 3 to clarify the times during which meals must be served to qualify as a bona fide restaurant.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Clarkston that Chapter 3 of the City Code, regarding alcohol, is hereby amended as follows:

Section 1. Subsection (a) of Section 3-27 of the City Code is hereby repealed and replaced with the following language:

"(a) No beer, malt beverages, wine or distilled spirits may be sold by the drink for consumption on the premises where sold except at a properly licensed *bona fide restaurant* as defined in this section. In order to qualify as a *bona fide restaurant*, a restaurant must meet each of the requirements of this section, including the meal service requirements of this subsection and the dining seating area and food receipts requirements set out below.

- (1) *A bona fide restaurant* must serve two meals per day. As used in this section, a **"meal"** is either **breakfast, lunch or dinner, which are defined as follows:**
 - (i) **"breakfast"** is any meal that is ready to be served at all times during the period between 7:00 a.m. and 10:00 a.m.;
 - (ii) **"lunch"** is any meal that is ready to be served for at least three hours between the hours of 10:00 a.m. and 3:00 p.m.; and
 - (iii) **"dinner"** is any meal that is ready to be served for at least three hours between the hours of 4 pm and 10 pm.
- (2) *A bona fide restaurant* must serve two meals per day on at least six days a week, with the exception of weeks including holidays, notified closings, vacations, and periods of redecorating.
- (3) A restaurant may not serve alcohol on any day on which it does not serve two meals as defined above."

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

SO ORDAINED, this 3rd day of December, 2019.

ATTEST:

CITY COUNCIL,
CITY OF CLARKSTON, GEORGIA

By Tracy Ashby
Tracy Ashby, City Clerk

Ted Terry
Ted Terry, Mayor

Approved as to Form:

Stephen G. Quinn
Stephen G. Quinn, City Attorney

CITY OF CLARKSTON

ITEM NO: E4

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:
Council Worksession

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Discussion

MEETING DATE: OCTOBER 27, 2020

SUBJECT: Waive the Provision limiting the Temporary Rental Payment Assistance of 50% of One (1) Month’s Rent for up to Three (3) Months and Increase the Maximum Payment Assistance Allowed to \$3,000.00 per Applicant for both Rent and Mortgage Assistance

DEPARTMENT: City Administration

PUBLIC HEARING: YES NO

ATTACHMENT: YES NO
Pages:

INFORMATION CONTACT: Jamie Carroll, Awet Eyasu
PHONE NUMBER: 404-296-6489

PURPOSE:

Continue to provide temporary rental and mortgage payment assistance by changing the provision of limiting applicants to 50% of one (1) month’s rent for up to 3 months to allowing each applicant to receive up to \$3,000.00 in rent or mortgage assistance.

NEED/IMPACT:

At the June meeting, the Council approved a \$100,000 temporary rental payment assistance program funded from the City’s Affordable Housing Trust Fund. At the August Council meeting and the August 20 Special Call Meeting, the Council clarified the funds purpose on the distribution of the 3 months’ provision and allocated additional funding for both rental and mortgage assistance up to \$450,000, from the City’s share of CARES Act funds (received on Sept 3, from DeKalb County).

To date the City has made 455 rental payments totaling \$273,373.50 (average of \$600.50 per payment); and 5 mortgage assistance payments totaling \$1,159.04. We are anticipating very little if any reduction in folks applying for the temporary rental payment assistance through December 20, 2020.

The below lists the City of Clarkston’s estimated \$1,433,288 CARES Act Fund expenditures through Dec 20, 2020.

Translation Services	\$ 1,000
Legal Services	\$ 17,500
Tech Equip/Services	\$ 5,000
Police Equipment	\$ 12,000
Outdoor Equipment	\$ 7,500
Cleaning/PPE Equip/Supp	\$ 15,000
Food – 1 st responders	\$ 1,000
Payroll (5% hazard pay)	\$ 50,000
Rental/Mortgage Housing	\$450,000
Payroll – other	\$260,000
Workforce Development	\$100,000
Utility Payment Assistance	\$100,000
Contingency, for above categ	<u>\$399,288</u>
	\$1,433,288

CITY OF CLARKSTON

ITEM NO: E5

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:
Council Worksession

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Discussion

MEETING DATE: OCTOBER 27, 2020

SUBJECT: Increase the Provision limiting the Temporary Rental, Mortgage, and Utilities' Payment Assistance of 50% of One (1) Month's Payment to 100% of the month's payment.

DEPARTMENT: City Administration

PUBLIC HEARING: YES NO

ATTACHMENT: YES NO
Pages:

INFORMATION CONTACT: Awet Eyasu, Jamie Carroll
PHONE NUMBER: 404-296-6489

PURPOSE:

Continue to provide temporary rental, mortgage, and utility payment assistance by changing the provision of limiting applicants to 50% of one (1) month's assistance for up to 3 months to allowing up to 100% of one month's payment.

NEED/IMPACT:

At the June meeting, the Council approved a \$100,000 temporary rental payment assistance program funded from the City's Affordable Housing Trust Fund. At the August Council meeting and the August 20 Special Call Meeting, the Council clarified the funds purpose on the distribution of the 3 months' provision and allocated additional funding for both rental and mortgage assistance up to \$450,000, as well as up to \$100,000 for utility assistance from the City's share of CARES Act funds (received on Sept 3, from DeKalb County).

To date the City has made 455 rental payments totaling \$273,373.50 (average of \$600.50 per payment); 5 mortgage assistance payments totaling \$1,159.04; and 7 utility payments totaling \$346.24. We are anticipating very little if any reduction in folks applying for the temporary rental and utility payment assistance through December 20, 2020.

The below lists the City of Clarkston's estimated \$1,433,288 CARES Act Fund expenditures through Dec 20, 2020.

Translation Services	\$ 1,000
Legal Services	\$ 17,500
Tech Equip/Services	\$ 5,000
Police Equipment	\$ 12,000
Outdoor Equipment	\$ 7,500
Clearing/PPE Equip/Supp	\$ 15,000
Food – 1 st responders	\$ 1,000
Payroll (5% hazard pay)	\$ 50,000
Rental/Mortgage Housing	\$450,000
Payroll – other	\$260,000
Workforce Development	\$100,000
Utility Payment Assistance	\$100,000
Contingency, for above categ	<u>\$399,288</u>
	\$1,433,288

CITY OF CLARKSTON

ITEM NO: E6

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:
Council Worksession

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Discussion

MEETING DATE: OCTOBER 27, 2020

SUBJECT: Discuss Providing CARES Act (Coronavirus Relief) Funding for Continued COVID-19 Testing.

DEPARTMENT: City Administration

PUBLIC HEARING: YES NO

ATTACHMENT: YES NO
Pages: 3

INFORMATION CONTACT: Awet Eyasu, Jamie Carroll
PHONE NUMBER: 404-296-6489

PURPOSE:

Discuss providing CARES Act Funds for COVID-19 Testing.

NEED/IMPACT:

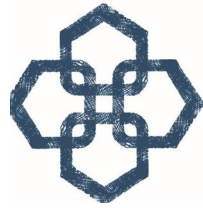
The City received a request for CARES Act funding to assist two (2) COVID-19 Testing locations:

- (1) Ethne Health – personnel funding for a part-time nurse from Dec-May 2021 \$19,000
 - (2) IRC/CORE – testing and contract tracing for 2 months at various Clarkston locations (apartment complexes) and personnel support related to Supportive Services \$159,850
- \$ 88,391

Details for each proposal are included below.

The below lists the City of Clarkston’s estimated \$1,433,288 CARES Act Fund expenditures through Dec 20, 2020.

Translation Services	\$ 1,000
Legal Services	\$ 17,500
Tech Equip/Services	\$ 5,000
Police Equipment	\$ 12,000
Outdoor Equipment	\$ 7,500
Cleaning/PPE Equip/Supp	\$ 15,000
Food – 1 st responders	\$ 1,000
Payroll (5% hazard pay)	\$ 50,000
Rental/Mortgage Housing	\$450,000
Payroll – other	\$260,000
Workforce Development	\$100,000
Utility Payment Assistance	\$100,000
Contingency, for above categ	<u>\$399,288</u>
	\$1,433,288



ethnē health
a community clinic

October 19, 2020

Dear Mr. Gomez,

Ethne Health is a nonprofit primary care clinic located in the heart of Clarkston, GA. We serve uninsured and insured patients, and are the only such clinic in Clarkston that remained open with regular hours throughout the COVID-19 pandemic. Since March 16th, we have also been offering COVID-19 testing at our clinic, as well as doing a free testing drive in partnership with the City of Clarkston on April 3rd and 4th. On May 11th we began a partnership with the DeKalb County Board of Health (DCBOH) to provide free testing at our clinic. We continue to offer free testing in partnership with the DCBOH to this day, and as of October 15th we have performed more than 2400 COVID-19 tests.

Through our partnership, the DCBOH provides the testing kits, lab services, and iPads integrated with their labs, and we provide everything else, including the tent and location, doctors and nurses to perform the nasopharyngeal swab and advise patients before and after their tests, and staff and volunteers to schedule, register, and intake patients.

To aid us in providing this service Ethne has been blessed with many faithful volunteers, most notably a nurse who has volunteered full-time since May, performing the majority of our swabs as well as supporting all other areas necessary to make this testing possible. Unfortunately, this nurse volunteer who has been such a crucial support will be unavailable starting in December. Demand for testing is not expected to decrease in the near future, however, and Ethne intends to continue partnering with the DCBOH to provide this service to the community.

In order to continue providing free testing, we would propose the hiring of a nurse (or other equally qualified medical professional) dedicated to supporting our COVID-19 testing. This professional would perform the necessary swabs, as well as calling patients before and after their testing and liaising with our doctors, staff, and volunteers to ensure that the process continues smoothly. This position would require 25 hours of work each week, and if we pay this professional \$27/hr for a 6 month contract the total expected cost would be approximately \$19,000, including employer-paid taxes. If the City of Clarkston could partner with us by providing the necessary funds to hire this professional, that would ensure smooth continuation of our free testing services. We are happy to continue to provide the other support of doctors, staff, volunteers, and materials.

In the unlikely event that Ethne discontinues offering free testing over the course of the six months of this nurse's employment (Projected to be December 2020 to May 2021), we would return any unused funds to the city of Clarkston.

Thank you for your consideration of our proposal, and for all you do to serve the people of Clarkston

Sincerely,

Robert W. Contino, MD, MPH
Internal Medicine and Pediatrics
CEO/Physician/Co-Founder Ethne Health

ethnē health

4122 E. Ponce de Leon Ave, Suite 5, Clarkston, GA 30021
P: (470) 799-0044 | F: (470) 799-0045 | info@ethnehealth.org

CORE's Proposed Testing & Contact Tracing Budget

Costs	Hourly Wage / Salary	FTE / Quantity	1 month	2 months
Program Associates	\$15.00	16	\$41,600.00	\$83,200.00
Resource Coordinators	\$17.50	2	\$6,066.67	\$12,133.34
Site Manager	\$20.00	1	\$3,466.67	\$6,933.34
Assistant Site Manager	\$17.50	1	\$3,033.33	\$6,066.66
Program Manager	\$25.00	1	\$4,333.33	\$8,666.66
Recurring Costs	\$2,500.00	1	\$1,000.00	\$2,000.00
Communications Campaign			\$10,000.00	\$20,000.00
Workforce Totals			\$69,500.00	\$139,000.00
	15% Overhead		\$10,425.00	\$20,850.00
CORE Total			\$79,925.00	\$159,850.00

IRC's Proposed Budget for Supportive Services

Direct Assistance	Cost per COVID+ community member	# of community members served per month	1 month	2 months
Emergency Rental Assistance	\$ -	84	\$ -	\$ -
Emergency Utilities	\$ -		\$ -	\$ -
Groceries	\$ 200		\$ 16,800.00	\$ 33,600.00
Total - Direct Assistance			\$ 16,800.00	\$ 33,600.00

Personnel Costs	Hours per client served	Total Hours per month	Hourly Rate of Pay + Fringe	Personnel cost for 1 month
Case Workers	4	336	\$ 24.69	\$ 8,295.84
Case Aides	3	252	\$ 20.44	\$ 5,150.88
Employment Specialist	2	168	\$ 23.44	\$ 3,937.92
Project Coordinator		70	\$ 27.24	\$ 1,906.80
Communications Coordinator		60	\$ 30.66	\$ 1,839.60
Total - Personnel Costs				\$ 21,131.04

Program Supplies		\$ 500.00
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Summary	1 month	2 months
Total Programmatic Costs (Direct Assistance + Personnel + Supplies)	\$ 38,431	\$ 76,862.08
Overhead @ 15%	\$ 5,765	\$ 11,529
Total	\$ 44,196	\$ 88,391

Personnel cost for 2 months	
\$	16,591.68
\$	10,301.76
\$	7,875.84
\$	3,813.60
\$	3,679.20
\$	42,262.08

\$	1,000.00
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CITY OF CLARKSTON

ITEM NO: E7

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:
Council Worksession

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Discussion

MEETING DATE: OCTOBER 27, 2020

SUBJECT: Discuss Providing CARES Act (Coronavirus Relief) Funding for Child Care Centers in Clarkston

DEPARTMENT: City Administration

PUBLIC HEARING: YES NO

ATTACHMENT: YES NO
Pages: 3

INFORMATION CONTACT: Awet Eyasu, Jamie Carroll
PHONE NUMBER: 404-296-6489

PURPOSE:

Discuss providing CARES Act Funds for two (2) Child Care Centers in Clarkston. .

NEED/IMPACT:

The City received a request for CARES Act funding to assist two (2) child care centers in Clarkston, Early Learning Scholars and Clarkston First Baptist Academy, with the purchase of:

- | | |
|--|----------|
| (1) supplies and equipment (cleaning, lap tops, printing, etc) | \$46,840 |
| (2) scholarships and support for families with various services and/or equipment | \$40,750 |
| (3) Program technical assistance, data collection, and reporting | \$6,000 |

Specific details of each category/area requested are listed below

A total funding request of \$93,590

The below lists the City of Clarkston’s estimated \$1,433,288 CARES Act Fund expenditures through Dec 20, 2020.

Translation Services	\$ 1,000
Legal Services	\$ 17,500
Tech Equip/Services	\$ 5,000
Police Equipment	\$ 12,000
Outdoor Equipment	\$ 7,500
Cleaning/PPE Equip/Supp	\$ 15,000
Food – 1 st responders	\$ 1,000
Payroll (5% hazard pay)	\$ 50,000
Rental/Mortgage Housing	\$450,000
Payroll – other	\$260,000
Workforce Development	\$100,000
Utility Payment Assistance	\$100,000
Contingency, for above categ	<u>\$399,288</u>
	\$1,433,288

Child Care Matters: Building a City of Clarkston Child Care Infrastructure in the Time of COVID-19

A Proposal for COVID-19 City of Clarkston Funding

October 14, 2020 DRAFT

Introduction: COVID-19 child care issues impact both child care programs and families

Child care centers in Clarkston are navigating the new normal as they are beginning to re-open. These centers provide employment for teachers and child care for essential workers and others who need child care to make ends meet.

Center owners are anxious about their school's survival. They are "small businesses" that have been greatly impacted by COVID-19. The community is worried that they may not survive and thus decrease the number of child care slots available to families.

Centers have difficulties paying for the increased amount and costs of cleaning supplies, masks, gloves, plastic shields, and other PPE items as well as educational supplies necessary to ensure social distancing, a safe environment, and a quality program.

Centers are having trouble finding teachers. Not all teachers want to work, especially those who are more susceptible to the virus. In addition, there is difficulty recruiting new teachers who may not yet have background criminal records checks or the right credentials.

Centers are trying to recruit families, many of whom who are skeptical of in- person learning during COVID-19. Others do not have the funds to pay for child care nor know how to navigate the scholarships and resources that are even available to them.

The centers are doing their best to comply with state and local guidelines and to create a safe place for teachers, infants, toddlers, pre-schoolers, school-age children, and their families, while trying to provide a quality as well as fun learning experience for children so that they don't suffer from learning loss.

These centers provide a valuable resource for Clarkston families who are essential workers or trying to make ends meet by taking part-time jobs or take classes to further their employment options.

Families who live in Clarkston are often confused about which child care centers are open, how many slots they may have, and the resources (or lack thereof) for paying for child care.

One mom, who has 3 pre-school children, would have to pay approximately \$150 per child if there were no scholarships available. Some centers have scholarships to fit her needs (she only works a few hours each week and is in a training program), but may not have slots for all of her children. Others may have slots but she may be confused about child care subsidy programs and how to apply. Many applications are on line and families do not have digital devices and may not know how to complete applications.

Language is often a barrier as is the confusing "red tape" that often accompanies trying to find, choose, and enroll children in child care.

Purpose, Program, and Proposed Budget

To respond to the immediate child care needs resulting from COVID-19, CDF Action and partners request funding for the following:

(a) **Clarkston Child Care Centers:** financial and other supports for two child care centers located in Clarkston, Georgia: Early Learning Scholars on Clarkston Industrial Way, and Clarkston First Baptist Academy, located on Church Street, so that they can keep their door opens --- and pay for the added expenses related to COVID-19, including cleaning supplies, masks, gloves, consumable items, teacher retention, educational supplies and equipment.

(b) **Clarkston families:** financial and individualized /language support for Clarkston families who are essential workers and others who need child care in order to work or receive training. as they try to navigate how to find, choose, and pay for child care.

(c) **Systems:** technical assistance to Clarkston child care centers, and supports to those agencies and groups seeking to help families choose and afford child care; project invoicing; collection of data through the development of report forms and by interviewing center staff, teachers, and families. This data will be used by CDF Action and the City of Clarkston Early Learning Task Force to help plan for child care - during and post-COVID – and to make recommendations to the City of Clarkston, to funders, and to our community partners in order to create an equitable system of early care and learning for each and every Clarkston child.

Budget Narrative

Partners request funding for (a) supplies and supports for two Clarkston Child Care Centers; (b) child care scholarships and supports for families, especially those who are essential workers; (c) technical assistance, data collection, and reporting.

- (a) **Supplies and supports for 2 Clarkston Child Care Centers:** Early Learning Scholars on Clarkston Industrial Way and Clarkston First Baptist Academy, Church Street. **Sub-total: \$46,000**
1. **Cleaning Supplies**, including hand sanitizer and disinfectants, masks, gloves, booties, plastic shields and other protective equipment, paper goods: \$8,000
 2. **Educational supplies and equipment** (including back packs filled with educational and COVID-19 supplies for families not attending the centers because of COVID-19: \$8,200
 3. **Teacher stipends** (\$200 at the end of the program x 27 teachers): \$5,400
 4. **Lap Tops** for teachers who do not have them and who are conducting virtual programs by zoom – 8 computers at \$400 per computer: \$3,200
 5. **Scholarships** for 20 children at \$100 per week x 10 weeks: criteria to be developed, including must be a Clarkston resident; the \$100 is an average and will be dependent on situation of the families, using a sliding fee scale: \$20,000
 6. **Printing**, including distribution of COVID-19 and Children booklet and other materials produced by the City of Clarkston COVID-19 Committee and the GSU Prevention Research Center (PRC): \$2,000

(b) Child care scholarships and supports for Clarkston families: sub-total: \$40,750 – Sub-contract with the Amani Women’s Center

1. **Scholarships** for 20 children whose families are not eligible for or not receiving CAPS or other scholarships and/or who are in the process of applying, \$100.00 per week (average) per child x 10 weeks x 20 children. These scholarships are for families not enrolled in one of the project’s two Clarkston child care centers. A list of 25 centers in a one-mile radius of Clarkston has been compiled by the Clarkston Early Learning Task Force. Family scholarship criteria will be developed by the partners, including the family must be a resident of City of Clarkston or work in the City of Clarkston: \$20,000
2. **Child Care Family Navigator**, contract; 15 hours per week x 10 weeks x \$30 an hour: \$4,500
3. **Interpreters /consultant**, contracts: \$55 an hour x 150 hours: \$8,250
4. **Lap tops for families**: 5 laptops at \$400 each: \$2,000
5. **Program and Administrative Costs**, Amani Women’s Resource Center, program oversight and record keeping: \$6,000

(c) Project management, technical assistance, and workshops: Sub-Total \$6,000 – CDF Action

1. Fiscal agent, record keeping and submission of invoices and reports to the City.
2. MOU’s with the Amani Women’s Center, Early Learning Scholars, and Clarkston First Baptist Academy, outlining deliverables, time table, and payments.
3. Child Care Information Zoom workshop for agencies and groups serving Clarkston families with young children, to include information on child care availability, scholarships and other resources, with time for questions and answers and feedback
4. On-line child care fact sheets
5. Training and support, Amani Child Care Family Navigator
6. Interviews with center staff, selected families, and Amani Resource Center, to evaluate the project and help inform the work of the Clarkston Early Learning Task Force.
7. Final project report.

Budget Summary:

(a) Supplies and Supports for Clarkston Child Care Centers:	46,840
(b) Child Care Scholarships and Supports for Clarkston Families:	40,750
(c) Program technical assistance, data collection, and reporting:	6,000

Total Request: \$93,590

Partners

- CDF Action, fiscal agent and project manager, Roberta Malavenda, Executive Director
- Amani Women’s Center, Doris Mukangu, Executive Director
- Early Learning Scholars, Inc., Tara Armstrong, Executive Director
- Clarkston First Baptist Academy, Angela Moore, Community Relations Director, Clarkston First Baptist Church

Contact: Roberta Malavenda, roberta@cdfaction.org; PO Box 529, Clarkston, GA 30021; 404 317-2734

CITY OF CLARKSTON

ITEM NO: E8

MAYOR AND CITY COUNCIL WORKSESSION

BUSINESS AGENDA / MINUTES

HEARING TYPE:
work session

WORK SESSION MEETING DATE: October 27, 2020

ACTION TYPE:
Ordinance

SUBJECT: To amend the Clarkston Zoning Ordinance to allow laundromats as a conditional use within the NC-1 Low Density Neighborhood Commercial, NC-2 Moderate Density Neighborhood Commercial and I- Light Industrial zoning districts.

DEPARTMENT:
Planning and Development/City Council

PUBLIC HEARING: YES NO

ATTACHMENT: YES NO
Pages:

INFORMATION CONTACT:
Councilman Jaime Carroll
P & D Director Shawanna Qawiy
PHONE NUMBER: 404-296-6489

PURPOSE:

To solicit input on a proposed text amendment to amend the Text of Appendix A of the Clarkston Zoning Ordinance to permit laundromats under the conditional use permit criteria.

NEED/ IMPACT:

The goal of the text amendment is to permit a laundromat under the conditional use permit criteria within the NC-1, NC-2, and I, zoning districts if approved.

The NC-1 zoning district is intended to provide suitable areas for limited retail and personal services serving residents in the immediate vicinity. Uses located within this district supply those goods and services which require frequent purchasing with a minimum of customer travel. The scope at which properties are developed within the NC-1 district should reflect their relatively small market areas. This zoning district may serve as a step down from more intense commercial uses to residential uses.

The NC-2 zoning district is intended to provide suitable areas for the provision of retail and personal services oriented towards those neighborhoods making up the adjacent community. The regulations which apply within this district are designed to encourage the formation of compatible and economically healthy business and service uses which benefit from close proximity to each other.

The I zoning district is intended to provide suitable areas for business distribution/service facilities, transportation terminals and manufacturing/assembly processes which do not emit noise, vibration, smoke, gas, fumes, or odors from an enclosed building. These districts should have access to arterial roadways and utilities and discourage uses which are incompatible with light manufacturing. When located on the perimeter of an industrial node, I-zoned properties should provide for uses that are low in intensity and scale to ensure compatibility with adjacent properties.

RECOMMENDATION(S):

PLANNING AND DEVELOPMENT STAFF:

An extensive review of all conditional use permitting (in each zoning district) should be conducted during the zoning rewrite process.

PLANNING AND ZONING BOARD: October 20, 2020

The Planning and Zoning Board recommended DENIAL of the request to amend the Clarkston Zoning Ordinance to allow laundromats as a conditional use within the NC-1 Low Density Neighborhood Commercial, NC-2 Moderate Density Neighborhood Commercial and I- Light Industrial zoning districts and to incorporate this amendment to be reviewed during the full zoning rewrite.



PLANNING & ZONING BOARD MEETING MINUTES

**October 20, 2020 7:00 PM
TELECONFERENCE**

Call in Number:
(404) 902-5066

Call in Code:
326629

- A. CALL TO ORDER:** The meeting was called to order at 7:010 PM.
- B. ROLL CALL:** Chairman Birendra Dhakal, Vice Chairman Charles McFarland, Felicia Weinert, Amy Medford, P&D Director Shawanna Qawiy
- C. APPROVAL OF JULY 2020 MEETING MINUTES:** Chairman Birendra Dhakal called for a motion to approve the July 2020 minutes. Amy Medford made a motion to approve, Felicia Weinert seconded and the motion passed 4/0.
- D. NEW BUSINESS**
PUBLIC HEARING: To solicit input on proposed text amendments to amend the Clarkston Zoning Ordinance, Appendix A-Zoning of the City Code of Ordinances, Article VII-Zoning District Standards, Section 706 NC-1 Low Density Neighborhood Commercial District, Section 707 NC-2 Moderate Density Neighborhood Commercial District and Section 709 I-Light Industrial, to require a conditional use permit to permit laundromats, and to repeal conflicting ordinances.

Planning and Development Director Qawiy gave an overview of the proposed text amendment.

Chairman Dhakal opened the public hearing to those who wished to speak in opposition of the text amendment request. There were no speakers.

Chairman Dhakal opened the public hearing to those who wished to speak in favor of the text amendment request. There were no speakers.

Chairman Dhakal closed the public hearing.

Board members Birendra Dhakal, Amy Medford, Felecia Weinert and Charles McFarland discussed the text amendment collectively. Ms. Weinert discussed her hesitation related to conditional use permits and how the City should wait to review this and other text amendments during the zoning rewrite process. Ms. Medford asked about the zoning rewrite request for proposals and how many RFPs had the City received to date. Director Qawiy explained that no RFPs had been submitted, due to RFP timeline being amended. Director Qawiy stated that proposed executed contract date of January 2021 has not changed due to the RFP timeline amendment.

Vice Chairman McFarland stated that he did not want to cause any proposed applicants any undue hardship. Ms. Medford stated that with this amendment happening so close to the contract date of the zoning rewrite, the City should determine that it is more practical to wait until after January 2021 to review and provide recommendations on this text amendment. She also referenced that there are currently four (4) laundromat locations in the City of Clarkston. Director Qawiy confirmed those locations as Aqua Clean Coin Laundry and Dry Cleaners, 4606-C E Ponce De Leon Ave, Clarkston Coin Laundry-Dry Cleaners, 3635 Church St Set B, Famous Dry Cleaning , 854 Montreal Rd Ste E, and Brockett Plaza Coin Laundry 1295 Brockett Rd #8.

With no further discussions, Chairman Dhakal called for a motion. Ms. Medford made the motion to recommend DENIAL of the request to amend the Clarkston Zoning Ordinance to allow laundromats as a conditional use within the NC-1 Low Density Neighborhood Commercial, NC-2 Moderate Density Neighborhood Commercial and I- Light Industrial zoning districts and to incorporate this amendment to be reviewed during the full zoning rewrite. Vice Chairman McFarland seconded and the motion passed 4/0.

E. OTHER BUSINESS: None

F. ADJOURNMENT: Chairman Dhakal called for a motion to adjourn the meeting. Vice Chairman McFarland made the motion to adjourn, Amy Medford seconded the motion, and the motion passed 4/0. Meeting adjourned at 7:43 PM.

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE CLARKSTON ZONING ORDINANCE, APPENDIX A OF THE CITY CODE OF ORDINANCES, ARTICLE VII – ZONING DISTRICT STANDARDS – TO ALLOW SELF-SERVICE LAUNDRY, A/K/A LAUNDROMATS, AS A CONDITIONAL USE WITHIN THE NC-1, NC-2 AND INDUSTRIAL DISTRICTS.

WHEREAS, the City Council has determined that Self-Service Laundry is not an appropriate use for the NC-1, NC-2 and I Districts at large but may be an appropriate use within such districts depending on factors specific to a given property; and

WHEREAS, the City Council desires to designate Self-Service Laundry as a conditional use within the NC-1, NC-2 and I Districts so that this use can be evaluated on a case-by-case basis based on site-specific factors.

NOW THEREFORE, BE IT ORDAINED by the City of Clarkston, Georgia, that the City’s Zoning Ordinance be amended as follows:

SECTION ONE.

NEW SUBSECTION (c)(2) OF SECTION 706 IS HEREBY ADOPTED, TO READ AS FOLLOWS:

“(2) Laundry, Self-Service”

SECTION TWO.

NEW SUBSECTION (c)(4) OF SECTION 707 IS HEREBY ADOPTED, TO READ AS FOLLOWS:

“(4) Laundry, Self-Service”

SECTION THREE.

NEW SUBSECTION (c)(4) OF SECTION 709 IS HEREBY ADOPTED, TO READ AS FOLLOWS:

“(4) Laundry, Self-Service”

SECTION FOUR.

This Ordinance shall become effective upon the date of its adoption by the City Council. Any provision of any ordinance in conflict herewith is hereby repealed.

SO ORDAINED, this ___ day of _____, 2020.

CITY COUNCIL, CITY OF CLARKSTON, GEORGIA

Awet Eyasu, Vice Mayor

Attest:

Tracy Ashby, City Clerk

Approved as to Form:

Stephen G. Quinn
Stephen Quinn, City Attorney