



where possibilities grow

3921 CHURCH STREET ♦ CLARKSTON, GEORGIA 30021

(404) 296-6489 ♦ [WWW.CLARKSTONGA.GOV](http://WWW.CLARKSTONGA.GOV)

*Mayor Beverly H. Burks*  
*Councilmembers:*

*Debra Johnson-Vice Mayor*

*Susan Hood*

*Yterenickia Bell*

*Mark Perkins*

*Jamie Carroll*

*Tammi Saddler Jones, Interim City Manager*

---

## **CITY COUNCIL WORK SESSION AGENDA**

**Tuesday, August 27, 2024 - 7:00PM**  
**IN-PERSON/ HYBRID**

---

### **1. CALL TO ORDER**

### **2. ROLL CALL**

### **3. PUBLIC COMMENTS**

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

### **4. PRESENTATION/ ADMINISTRATIVE BUSINESS**

- A. Presentation of an Investigator Award from the Clarkston Police Department to Detective Greg Feltman.
- B. Presentation by CHA Consulting, Inc. regarding potential grant opportunities.
- C. Presentation by Davenport & Company, LLC on the SPLOST Plan of Finance for the 2024 Series Bond issue against future SPLOST II revenues.

### **5. OLD BUSINESS**

- A. To discuss a resolution committing matching funds in the event that the city is awarded the Atlanta United GA 100 Pitch Grant to fund the installation of lights at the Milam Park Soccer field in the amount of \$100,000 to be funded out of SPLOST II.
- B. To discuss a resolution committing matching funds to the proposed projects for the 2023 and 2024 Local Maintenance & Improvement Grant (LMIG) funding in the amount of \$61,332.95 to be funded out of SPLOST II.
- C. To discuss a resolution committing matching funds for the Infrastructure Investment Jobs Act (IIJA) "Safe Streets For All" (SS4A) Transportation Planning Grant in the amount of \$250,000 to be funded out of SPLOST II.
- D. To discuss a resolution confirming the 2024 SPLOST II Resurfacing Project List.

### **6. NEW BUSINESS**

- A. To discuss a change of ownership alcohol license application for Mansi 7311, LLC d/b/a Lulu's Package located at 3900 E. Ponce De Leon Ave., Clarkston, GA 30021.
- B. To discuss a change of ownership alcohol license application for Yetayal Enterprise, LLC d/b/a Ponce Café located at 3652 Market St., Suite C2, Clarkston, GA 30021.
- C. To discuss continuation of the audio-visual services by Ikon Filmworks until October 1, 2024, for the council work sessions, council meetings, and special called meetings in an amount not to exceed \$25,000 to be funded out of Professional Services.
- D. To discuss appointing a member to fill a vacancy on the Clarkston Historic Preservation Commission.

### **7. ADJOURNMENT**



**PUBLIC PARTICIPATION BY VIDEO CONFERENCE**

**The City of Clarkston, Georgia will conduct the City Council Work Session at 7:00 p.m. on Tuesday, August 27, 2024. The public may participate in the meeting in-person or by using the following information below:**

**Register in advance for this webinar:**

**[https://us02web.zoom.us/webinar/register/WN\\_9\\_QhGOEJTWKI\\_J0tAUjOGg](https://us02web.zoom.us/webinar/register/WN_9_QhGOEJTWKI_J0tAUjOGg)**

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



**CITY OF CLARKSTON**

ITEM NO: 4A

**WORK SESSION/ CITY COUNCIL MEETING**

HEARING TYPE:  
Work Session

**AGENDA ITEM SUMMARY SHEET**

ACTION TYPE:  
Presentation

**MEETING DATE: AUGUST 27, 2024**

**SUBJECT:** Presentation of an Investigator Award from the Clarkston Police Department to Detective Greg Feltman.

DEPARTMENT: Police Department

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages:

INFORMATION CONTACT: Chief Hudson  
PHONE NUMBER: (404) 391-4178

**PURPOSE:** Presentation of an Investigator Award to Detective Greg Feltman

**NEED/ IMPACT:** N/A

**RECOMMENDATION:** Sgt. Trumble to present an Investigator Award to Detective Greg Feltman for his hard work and professionalism which led to a break in the case. The case is in reference to an Armed Robbery/Hijacking a Motor Vehicle/Kidnapping call at Mirador on Idlewood Apartments on June 22, 2024.

CITY OF CLARKSTON

ITEM NO: 4B

CLARKSTON CITY WORK SESSION

HEARING TYPE:  
Work Session

BUSINESS AGENDA / MINUTES

ACTION TYPE:  
Review/Discussion

MEETING DATE: AUGUST 27, 2024

**SUBJECT:** Presentation by CHA Consulting, LLC regarding potential grant opportunities for the City of Clarkston.

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages:

INFORMATION CONTACT: **Tammi Saddler Jones,**  
**Interim City Manager**  
PHONE NUMBER: 404-296-6489

**PURPOSE:** Presentation by CHA Consulting, LLC regarding potential grant opportunities for the City of Clarkston

**NEED/ IMPACT:**

CHA is currently under contract with the City to handle Grants Administration. Anna Ingwerson and Keith Ziobron with CHA Consulting, LLC will discuss potential grant opportunities identified as a result of the meetings with City Staff and her analysis of City of Clarkson’s assets and needs. CHA recommends identifying potential grant opportunities leveraging the EPA and Georgia’s Brownfield Programs to facilitate community-driven growth.

**RECOMMENDATION:** N/A

# Leveraging EPA and Georgia's Brownfield Programs to Facilitate Community-driven Growth

*An introduction to opportunities*

*Presented to the City of Clarkston, GA*



July 30, 2024



# Summary

- Introductions
- The Basics
  - Brownfields Defined
  - EPA's, Georgia's, Brownfield programs
- Community Input
- Assessment Grant
- Questions/Contacts

- Please ask questions
- Think outside the box

# Brownfields Defined



*“...A Brownfield site is defined as real property, the expansion, redevelopment, or reuse of which may be complicated by the **presence or potential presence** of hazardous substances, pollutants, contaminants, controlled substances, petroleum or petroleum products, or is mine-scarred land.”*

# Brownfields Redevelopment Objectives



- Return abandoned underutilized sites to productive reuse
  - Public benefit
  - Generate tax revenues
  - Create jobs
  - Address blight
  - Address environmental justice issues
- Recycle commercial and industrial properties
- Ties to sustainability



# EPA Assessment Grants

\$500,000 EPA Brownfields Community-wide Assessment Grant

Funded activities include:



Brownfields inventory - focus on developable sites



Community outreach and engagement - paramount to brownfields success



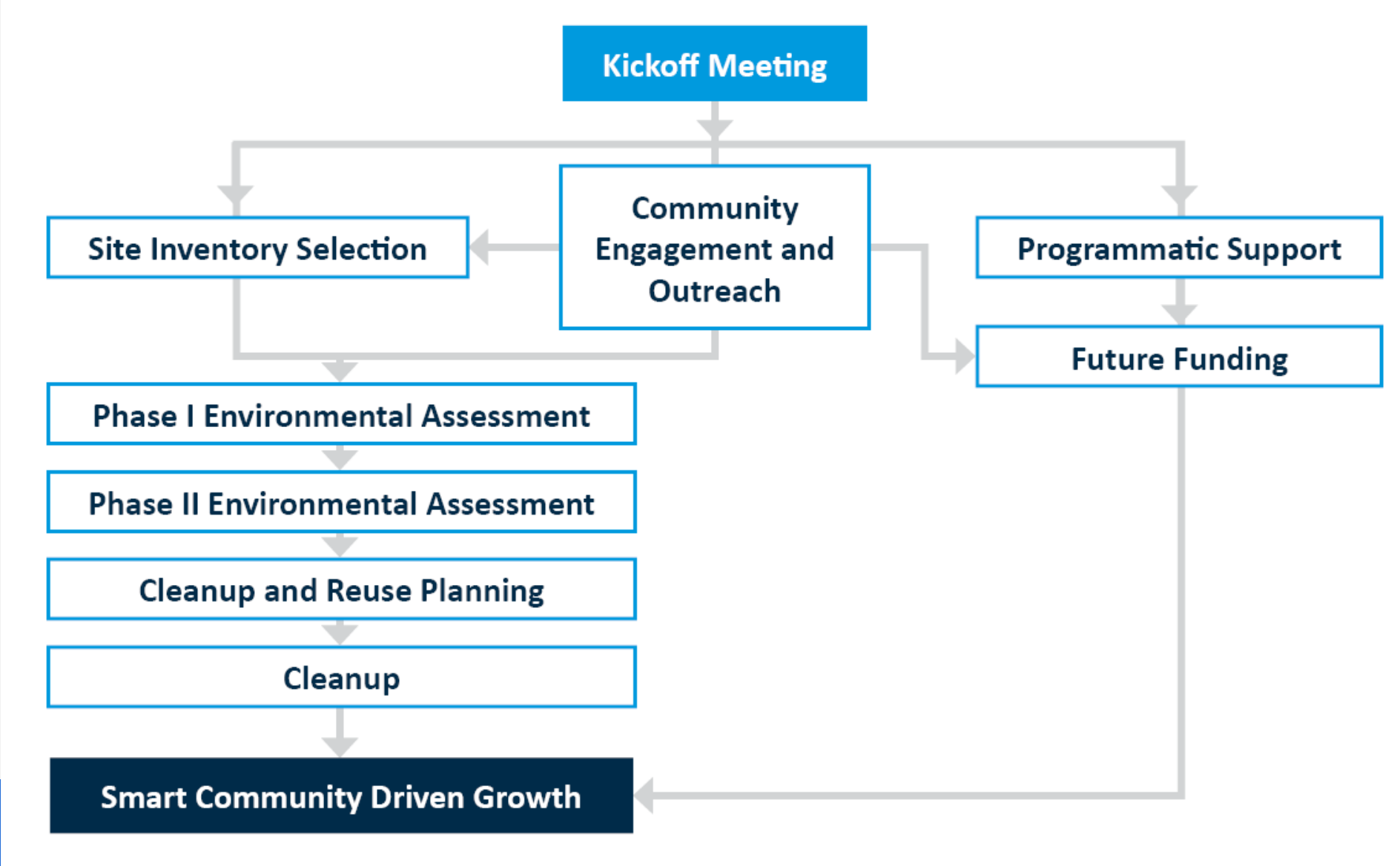
Phase I and II Environmental Assessments



Cleanup and reuse planning & Economic Development Planning



# The Mechanics of a Community Wide Assessment Grant



# Cleanup Grant Opportunities



## EPA Brownfield Cleanup Grant

- Up to \$5 million per site

## Brownfield Revolving Loan Grant

- Decide Dekalb
  - 50% sub-grants for non-profits for cleanup
  - Low-to-no-interest loans for public and private sector
  - Supplemental funds can be requested annually

## Multipurpose Grant – Even Fiscal Year

- Up to \$1,000,000 for assessment and cleanup

*The US Conference of Mayors has identified lack of cleanup funding as the #1 impediment to Brownfields redevelopment*

# EPA Program Benefits - By the Numbers

## Summary of EPA Brownfields Program Accomplishments

Performance Measure	Cumulative Program Accomplishments
Properties assessed	~30,000
Jobs leveraged	~150,000
Dollars leveraged	~\$27 billion
Acres made ready for anticipated reuse	>77,000



## Innocent Prospective Purchasers Eligible

- Great tool to leverage with EPA Program Funding



Limitation of Liability



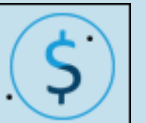
Exemption from addressing Dissolved phase Ground Water Contamination



Limit soil remediation to property



Brownfield Tax Credits



# Brownfield Successes in Georgia

- City of Albany
- City of Atlanta
- City of Perry
- City of Savannah
- Macon-Bib County



# Clarkston Next Steps/Schedule

- Refine Focus: *Likely Downtown*
- If target Sites are private, reach out to owners now
- Establish Dynamic Reuse vision.
- Start Now: Application will be due mid-late November.
- We are here to Help!



# Thank You, Questions & Contacts

Anna Ingwersen

CHA | Project Manager III

p. (404) 754-0567 | e. [aingwersen@chasolutions.com](mailto:aingwersen@chasolutions.com)

Keith J. Ziobron, PE

CHA | Associate Vice President - Brownfield Program Discipline Lead

p. 678.787.9576 | e. [kziobron@chacompanies.com](mailto:kziobron@chacompanies.com)





CITY OF CLARKSTON

ITEM NO: 4C

CITY COUNCIL WORK SESSION

HEARING TYPE:  
Work Session

MEETING DATE: AUGUST 27, 2024

ACTION TYPE:  
PRESENTATION

**SUBJECT:** Presentation from Davenport & Company LLC on the SPLOST Plan of Finance for the 2024 Series Bond issue against future SPLOST 2 revenues.

DEPARTMENT: Administration

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO

INFORMATION CONTACT:  
Interim City Manager, Tammi Saddler Jones

**PURPOSE:** Davenport & Company will present the Plan of Finance and timelines to complete the SPLOST 2 2024 Series Bond.

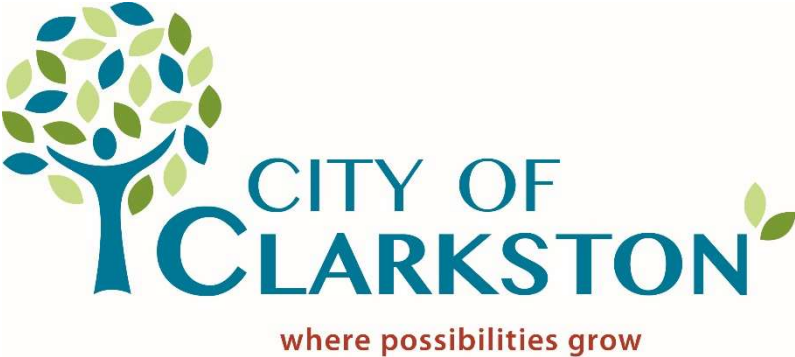
**NEED/ IMPACT:** The City is currently anticipating a new bond financing agreement if the SPLOST 2 referendum is approved in the November 7, 2023 election. Davenport Public Finance has served as our professional advisory firm for financial analysis for financing arrangements since January 2018. They have continually provided updated annual reports, advice, and support to city management and the Mayor and City Council regarding updates on our financials and debt capacity planning since that time.

**RECOMMENDATIONS:** This item is to update the Mayor and City Council on the Plan of Finance and timeline for completing the bond issue.

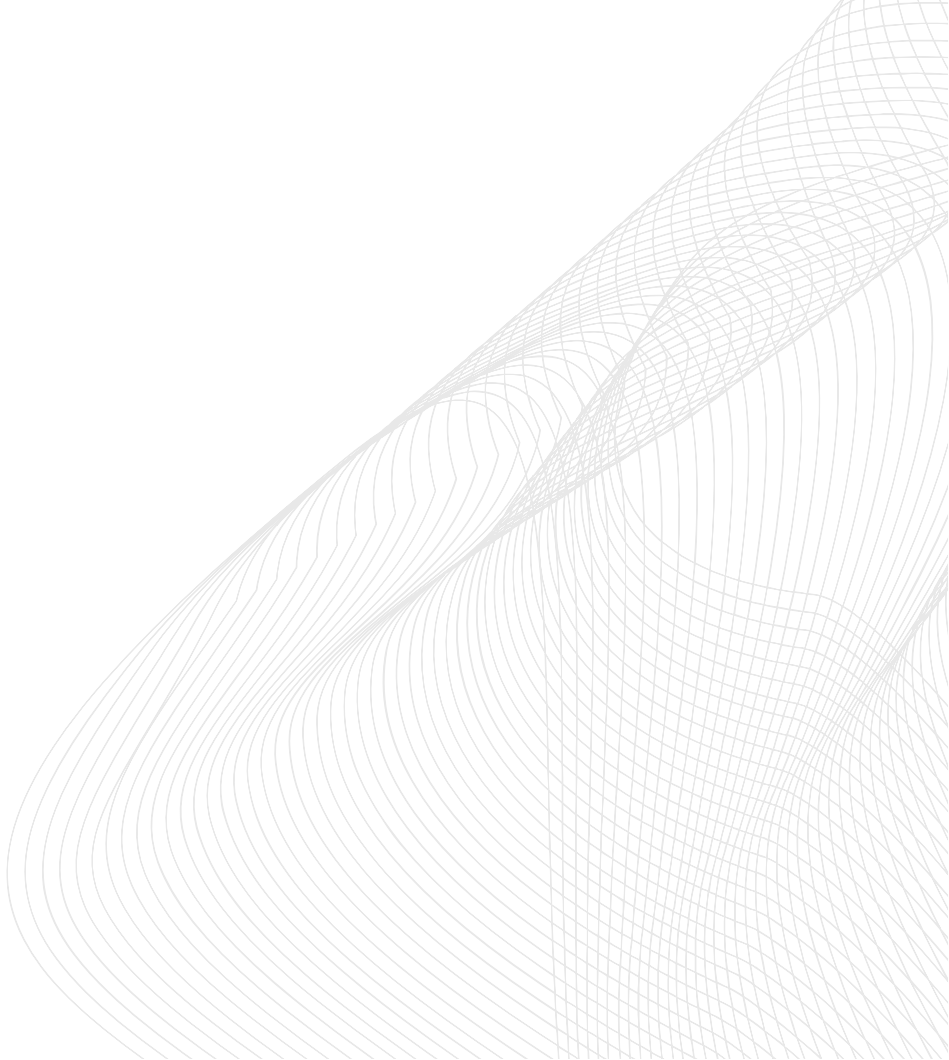


# City of Clarkston, Georgia

## SPLOST Plan of Finance



August 27, 2024



# Background / Overview

---



- On November 7, 2023, the City residents voted in favor for the continuation of the 1% Special Local Option Sales Tax (SPLOST).
- Following the successful referendum, City Council declared the results of the election through a resolution adopted in February earlier this year.
- Bond and Local Counsel completed the validation process in the court system.
- In May 2024, City Council adopted a Authorizing Resolution for City Staff and Professionals (i.e. financial advisor and legal counsel) to proceed with the issuance of the SPLOST Bond with the expectation of a Plan of Finance presentation to be presented to City Council at a subsequent meeting date.
- As promised, enclosed herein is the proposed SPLOST Bond Plan of Finance.

# Plan of Finance for Series 2024 Bond



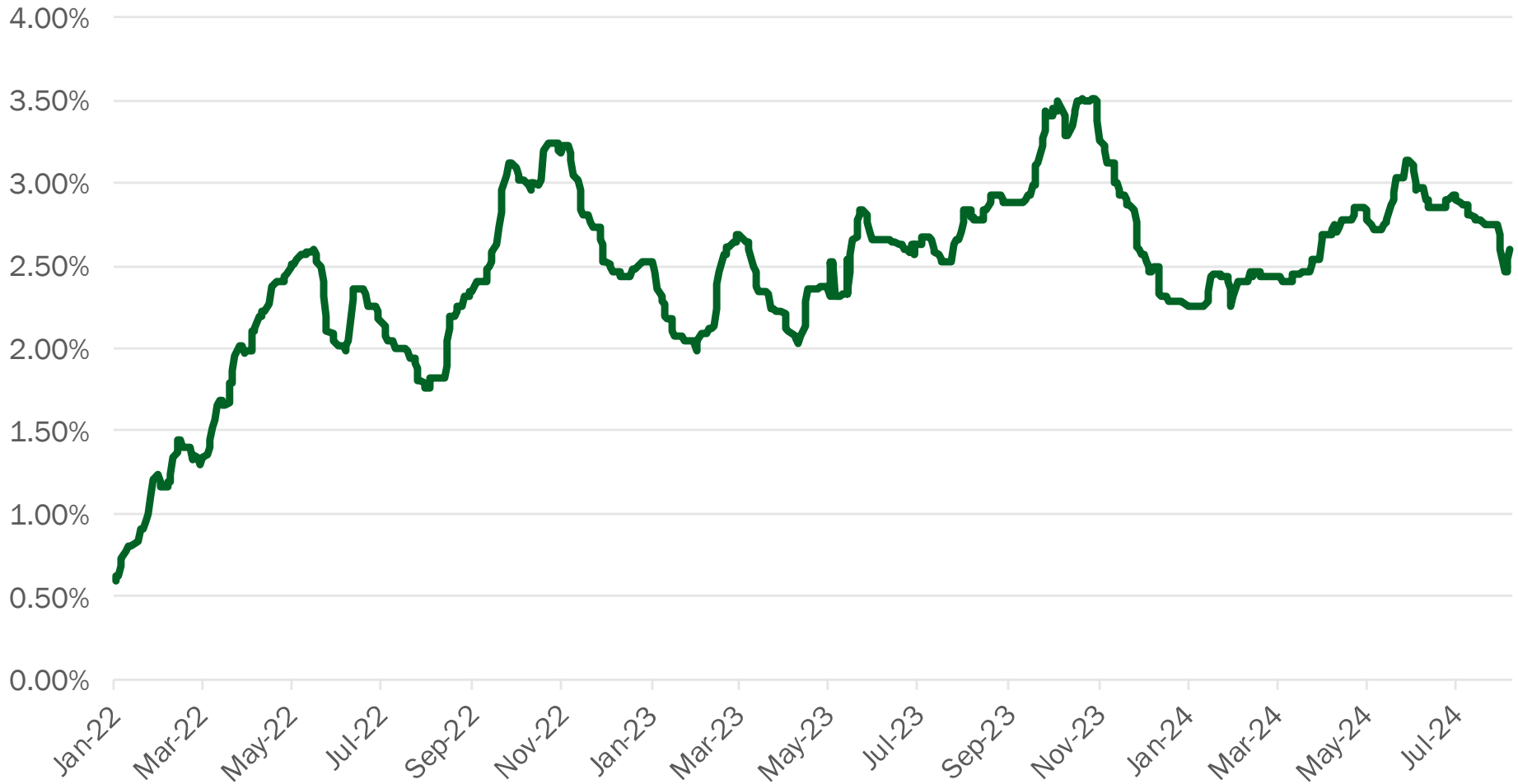
- The election voted in favor of the issuance by the City of its general obligation debt in an aggregate principal amount of up to \$12,000,000. The issuance will finance the cost of certain capital outlay projects.
- City Staff has requested a \$6.5 million project fund plus factoring in cost of issuance and contingencies, Davenport has assumed a not-to-exceed \$7 million borrowing of the \$12 million authorized.
- Per the structure of the referendum, the City is limited to issuing maximum principal amounts in the following years set forth below starting in 2025. In an effort to preserve the ability to issue the full authorized amount at a later date, Davenport recommends front loading the principal in the first four years.

Year	Authorized Debt	Series 2024 Bond	Remaining Authorized Debt
2025	\$1,765,000	(\$1,765,000)	\$0
2026	1,855,000	(1,855,000)	0
2027	1,945,000	(1,945,000)	0
2028	2,040,000	(1,435,000)	605,000
2029	2,145,000	0	2,145,000
2030	2,250,000	0	2,250,000
<b>Total</b>	<b>\$12,000,000</b>	<b>(\$7,000,000)</b>	<b>\$5,000,000</b>

# AAA 5-Year Tax-Exempt Interest Rates (January 2022 to Present)



## AAA 5-Year Tax-Exempt Interest Rates (January 2022 to Present)



# Method of Sale – Direct Bank Loan

In conversation with City Staff, a Direct Bank Loan resulted in the desired approach.

- The key characteristics of a Direct Bank Loan can be summarized as follows:
  - Davenport, on the City’s behalf, distributes a Request for Proposals (RFP) to solicit competitive interest rate proposals from local, regional, and national lenders;
    - Note: Sending out the RFP in no way obligates the City to move forward, nor does it cost anything to send out the RFP.
  - The RFP can specify several different loan terms and/or structure options for bidders to provide in their proposals;
  - The repayment structure can be tailored to meet the City’s cash-flow needs;
  - The City has the benefit of knowing the interest rate, terms, and conditions before deciding whether or not to move forward;
  - The entire process could be completed in approximately 45-60 days;
  - The Cost of Issuance can be paid from the proceeds of the transaction and not from the City's budget;
  - Direct Bank Loans often allow for the ability to prepay loan at any time in whole or in part, and sometimes without penalty.

# Key Assumptions and Estimated Debt Service



## Key Assumptions

- \$7,000,000 Borrowing;
- Font Loaded Principal Structure;
- 4 Year Amortization;
- 4.50% Planning Interest Rate;
- Closing October 10, 2024;
- First semiannual interest and first annual principal payment due June 1, 2025; and,
- Inclusive of Costs of Issuance.

Estimated Debt Service			
FY	Principal	Interest	Total
2025	\$1,765,000	\$319,913	\$2,084,913
2026	1,855,000	193,838	2,048,838
2027	1,945,000	108,338	2,053,338
2028	1,435,000	32,288	1,467,288
<b>Total</b>	<b>\$7,000,000</b>	<b>\$654,375</b>	<b>\$7,654,375</b>

# Timetable / Next Steps

Date	Action
<b>Complete</b>	City Council approved election results
<b>Complete</b>	<u>City Council Regular Session</u> : City Council adopted Authorizing Resolution
<b>Complete</b>	Validation
August 27	<u>City Council Work Session</u> : Davenport to present Plan of Finance, Financing Schedule and Method of Sale
August 28	Davenport Distributed Request for Proposals to Local, Regional and National Banking Institutions
Early September	Davenport communicates with potential lenders
September 12	Davenport Receives Responses to the City's Request for Proposals
September 12 – 18	Negotiate with Bidders. Finalize Bond Documents
September 24	<u>City Council Work Session</u> : Davenport to present RFP results / recommendation
October 1	<u>City Council Regular Session</u> : City Council to approve recommended bid, bond resolution and other documents, as necessary
October 1	Bond Counsel Finalizes Closing Documents
October 10	Close on Series 2024 Bond



# The Financing Process

---

- Based upon conversation(s) with City Staff, it is generally the City Council’s preference to have agenda items presented to Council for discussion as part of the Work Session prior to the Regular Session.
- Per the Financing Schedule, Davenport plans to release the Request for Proposals (“RFP”) following this work session and have proposals come due on September 12<sup>th</sup>. This is to allow adequate marketing time for lenders to perform their necessary due diligence.
- Davenport will evaluate the proposals received and prepare a recommendation for City Staff’s consideration with the expectation that a verbal award would be given by City Staff / Davenport to the recommend lender subject to City Council approval. The verbal award is provided prior to the Work Session as some lenders will only lock in interest rates for a short period of time.
- Bond Counsel will prepare a near final version of the bond resolution (includes financing terms and conditions) by the September 18<sup>th</sup> agenda deadline for consideration at the September 24<sup>th</sup> Work Session.
- At the September 24<sup>th</sup> Work Session, Davenport will present an RFP Results Presentation which summarizes the bids received and our recommendation of the top proposal.
- This will lead to the Bond Resolution being formally approved and adopted on October 1<sup>st</sup> at the Regular Session along with any other necessary financing documents.
- This process will allow us to close on October 10<sup>th</sup> which will be within 30 days from when the proposals are due on September 12<sup>th</sup> which is important as some proposals tend to expire past 30 days.

# Questions?

---



- Questions?

# Contact Information

## Richmond – Headquarters

One James Center  
901 East Cary Street,  
Suite 1100,  
Richmond, Virginia 23219

**Courtney Rogers**

Senior Vice President

804-697-2902

[crogers@investdavenport.com](mailto:crogers@investdavenport.com)

**Ricardo Cornejo**

First Vice President

404-865-4040

[rcornejo@investdavenport.com](mailto:rcornejo@investdavenport.com)

## Atlanta Office

515 East Crossville Road  
Suite 380  
Roswell, Georgia 30075

**Doug Gebhardt**

First Vice President

404-825-9467

[dgebhardt@investdavenport.com](mailto:dgebhardt@investdavenport.com)

**Christopher Holt**

Vice President

404-922-7301

[cholt@investdavenport.com](mailto:cholt@investdavenport.com)

# Disclaimer



The U.S. Securities and Exchange Commission (the “SEC”) has clarified that a broker, dealer or municipal securities dealer engaging in municipal advisory activities outside the scope of underwriting a particular issuance of municipal securities should be subject to municipal advisor registration. Davenport & Company LLC (“Davenport”) has registered as a municipal advisor with the SEC. As a registered municipal advisor Davenport may provide advice to a municipal entity or obligated person. An obligated person is an entity other than a municipal entity, such as a not for profit corporation, that has commenced an application or negotiation with an entity to issue municipal securities on its behalf and for which it will provide support. If and when an issuer engages Davenport to provide financial advisory or consultant services with respect to the issuance of municipal securities, Davenport is obligated to evidence such a financial advisory relationship with a written agreement.

When acting as a registered municipal advisor Davenport is a fiduciary required by federal law to act in the best interest of a municipal entity without regard to its own financial or other interests. Davenport is not a fiduciary when it acts as a registered investment advisor, when advising an obligated person, or when acting as an underwriter, though it is required to deal fairly with such persons.

This material was prepared by public finance, or other non-research personnel of Davenport. This material was not produced by a research analyst, although it may refer to a Davenport research analyst or research report. Unless otherwise indicated, these views (if any) are the author’s and may differ from those of the Davenport fixed income or research department or others in the firm. Davenport may perform or seek to perform financial advisory services for the issuers of the securities and instruments mentioned herein.

This material has been prepared for information purposes only and is not a solicitation of any offer to buy or sell any security/instrument or to participate in any trading strategy. Any such offer would be made only after a prospective participant had completed its own independent investigation of the securities, instruments or transactions and received all information it required to make its own investment decision, including, where applicable, a review of any offering circular or memorandum describing such security or instrument. That information would contain material information not contained herein and to which prospective participants are referred. This material is based on public information as of the specified date, and may be stale thereafter. We have no obligation to tell you when information herein may change. We make no representation or warranty with respect to the completeness of this material. Davenport has no obligation to continue to publish information on the securities/instruments mentioned herein. Recipients are required to comply with any legal or contractual restrictions on their purchase, holding, sale, exercise of rights or performance of obligations under any securities/instruments transaction.

The securities/instruments discussed in this material may not be suitable for all investors or issuers. Recipients should seek independent financial advice prior to making any investment decision based on this material. This material does not provide individually tailored investment advice or offer tax, regulatory, accounting or legal advice. Prior to entering into any proposed transaction, recipients should determine, in consultation with their own investment, legal, tax, regulatory and accounting advisors, the economic risks and merits, as well as the legal, tax, regulatory and accounting characteristics and consequences, of the transaction. You should consider this material as only a single factor in making an investment decision.

The value of and income from investments and the cost of borrowing may vary because of changes in interest rates, foreign exchange rates, default rates, prepayment rates, securities/instruments prices, market indexes, operational or financial conditions or companies or other factors. There may be time limitations on the exercise of options or other rights in securities/instruments transactions. Past performance is not necessarily a guide to future performance and estimates of future performance are based on assumptions that may not be realized. Actual events may differ from those assumed and changes to any assumptions may have a material impact on any projections or estimates. Other events not taken into account may occur and may significantly affect the projections or estimates. Certain assumptions may have been made for modeling purposes or to simplify the presentation and/or calculation of any projections or estimates, and Davenport does not represent that any such assumptions will reflect actual future events. Accordingly, there can be no assurance that estimated returns or projections will be realized or that actual returns or performance results will not materially differ from those estimated herein. This material may not be sold or redistributed without the prior written consent of Davenport.

Version 01/01/2024 CH/DJG/RC/CR



**CITY OF CLARKSTON**

**ITEM NO: 5A**

**WORK SESSION MEETING**

**MEETING TYPE:**  
Work Session

**AGENDA ITEM SUMMARY SHEET**

**ACTION TYPE:**  
Discussion

**MEETING DATE: AUGUST 27, 2024**

**SUBJECT:** To consider for approval a resolution committing matching funds in the amount of \$100,000 from SPLOST II in the event that the city is awarded the Atlanta United GA 100 Pitch Grant to fund the installation of lights at the Milam Park Soccer Field.

**DEPARTMENT:** CITY ADMINISTRATION

**PUBLIC HEARING:**  YES  NO

**ATTACHMENT:**  YES  NO  
**PAGES:**

**PRESENTER CONTACT INFO:** Tammi Saddler Jones,  
Interim City Manager  
**PHONE NUMBER:** 404-296-6489

**PURPOSE:** To consider for approval a resolution committing matching funds in the amount of \$100,000 from SPLOST II in the event that the city is awarded the Atlanta United GA 100 Pitch Grant to fund the installation of lights at the Milam Park Soccer Field.

**NEED/ IMPACT:** Anna Ingwersen, our Grants Consultant with CHA, has submitted the Atlanta United GA 100 Pitch Grant application on behalf of the City of Clarkston. The grant amount that CHA is pursuing for \$100,000.

Mrs. Ingwersen informed city staff that she needs a letter of commitment from the City to show the City has the matching funds available in the amount of \$100,000 so she can add the letter to the bid package. Although, this agenda item was already approved, this resolution creates written record of where the funding will come from. The matching funds amount would come from SPLOST II. The current SPLOST II allocation for the parks and recreation under the project bucket of Cultural Facility, Recreational Facility, and Historical Facility is \$3,449,196.

The SPLOST funds will only be used if the grant is awarded to the City of Clarkston to make improvements to the city's soccer fields at Milam Park.

**RECOMMENDATION:** Staff recommends approval a resolution committing matching funds in the amount of \$100,000 from SPLOST II in the event that the city is awarded the Atlanta United GA 100 Pitch Grant to fund the installation of lights at the Milam Park Soccer Field.

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION BY CLARKSTON CITY COUNCIL TO COMMIT MATCHING FUNDS IN THE EVENT THAT THE CITY IS AWARDED THE ATLANTA UNITED GA 100 PITCH GRANT TO FUND THE INSTALATION OF LIGHTS AT THE MILAM PARK SOCCER FIELD IN THE AMOUNT OF \$100,000 TO BE FUNDED OUT OF SPLOST II.**

**WHEREAS**, the Atlanta Untied GA 100 Pitch Grant is awarded to select governmental and NGO entities to be used for improvements to public soccer fields; and

**WHEREAS**, if this grant is awarded to the City of Clarkston, it would be used to install lighting at Milam Park in order to facilitate expanded hours of use for the soccer field there and thus increase the opportunity for enrichment and exercise for the City's residents; and

**WHEREAS**, the 100 Pitch Grant requires a local match of the funds awarded towards the project that is awarded the grant (in this case \$100,000); and

**WHEREAS**, the City of Clarkston has allocation \$3,449,196 from its anticipated revenues from SPLOST II towards improvements to cultural, recreational and historical facilities, including Milam Park.

**NOW THEREFORE, BE IT RESOLVED** that the City of Clarkston City Council does hereby express its commitment to fund an amount not to exceed \$100,000 towards lighting improvements at Milam Park if the Atlanta Untied GA 100 Pitch Grant is awarded to the City.

**BE IT FURTHER RESLOVED** that this matching funding would be drawn from the City's SPLOST II Fund if the grant is awarded to the City.

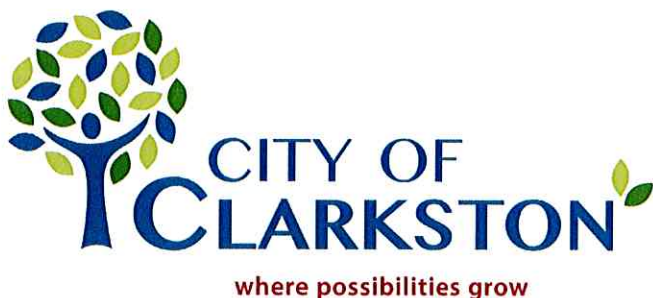
SO RESOLVED this \_\_\_\_\_ day of \_\_\_\_\_, 2024

CLARKSTON CITY COUNCIL

\_\_\_\_\_  
Mayor Beverly H. Burks

ATTEST:

\_\_\_\_\_  
Tomika R. Mitchell, City Clerk



**Mayor**  
*Beverly H. Burks*

**City Council**  
*Debra Johnson, Vice Mayor*  
*Yterenickia Bell*  
*Jamie Carroll*  
*Susan Hood*  
*Mark Perkins*

---

August 8, 2024

Atlanta United Community Fund  
3223 Howell Mill Rd, NW  
Atlanta, GA, 30327

Dear Atlanta United Community Fund,

Subject: Guarantee of Matching Funds for Georgia 100 Initiative Grant

I am writing on behalf of the City of Clarkston to formally confirm our commitment to providing matching funds for the Georgia 100 Initiative grant application. We are pleased to announce that the City of Clarkston will guarantee \$100,000 in matching funds, utilizing current Special Purpose Local Option Sales Tax (SPLOST) funding.

The City of Clarkston recognizes the importance of the Georgia 100 Initiative in supporting healthy, vibrant communities. Our commitment to this initiative underscores our dedication to Clarkston's youth and our citizens. By leveraging SPLOST funding, we aim to maximize the impact of the grant and contribute to the success of this valuable program.

The City of Clarkston is proud to be a partner in this endeavor and we look forward to the positive outcomes that will result from this collaboration.

Please consider this letter as an official guarantee of our matching funds commitment. Should you require any further information or documentation, do not hesitate to contact LaStacia Evans at 404-296-6489 or levans@cityofclarkston.com.

Thank you for your attention to this matter. We are excited about the prospects of the Georgia 100 Initiative and are eager to support its success.

Sincerely,

Beverly H. Burks  
Mayor  
404-296-6489  
bburks@cityofclarkston.com

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:  
Work Session

BUSINESS AGENDA / MINUTES

ACTION TYPE:  
Discussion

MEETING DATE: AUGUST 27, 2024

**SUBJECT:** To discuss a resolution committing matching funds to the proposed projects for the 2023 and 2024 Local Maintenance & Improvement Grant (LMIG) funding in the amount of \$61,332.95 to be funded out of SPLOST II.

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages:

INFORMATION CONTACT: Tammi Saddler Jones,  
Interim City Manager  
PHONE NUMBER: 404 296 6489

**PURPOSE:** To discuss a resolution committing matching funds to the proposed projects for the 2023 and 2024 Local Maintenance & Improvement Grant (LMIG) funding in the amount of \$61,332.95 to be funded out of SPLOST II.

**NEED/ IMPACT:** The Office of Local Grants forwarded the FY 2024 Local Maintenance Improvement Grant (LMIG) award letters to the mayors and the chairpersons of all the local governments within the state. The FY 2024 LMIG award letter contains information on how to apply for the LMIG funds, and the total award amount.

The formula amount for the Fiscal Year 2024 program is \$110,910.68 with a local match of \$33,273.20 (30%). The total project budget will be \$144,183.88.

Council will need to decide with you want to rollover the FY 2024 LMIG allotment or if you want to put the 2 years of funding into action by determining what specific projects you would like to do 2024. It is my understanding that Council rolled over the FY 2023 LMIG funds. The formula amount for the Fiscal Year 2023 program is \$93,532.50 with a local match of \$28,059.75 (30%). The total project budget for FY 2023 is \$121,592.25.

With an approved list of projects, the mayor will sign a cover letter with a notarized LMIG application. The entire LMIG package will be submitted online before the application deadline of February 2024.

**RECOMMENDATION:** N/A



RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION BY THE CLARKSTON CITY COUNCIL TO COMMIT MATCHING FUNDS FROM SPLOST II IN THE AMOUNT OF \$61,332.95 TOWARDS ROAD PROJECTS PURSUANT TO THE LOCAL MAINTENANCE IMPROVEMENT GRANT (“LMIG”) PROGRAM.**

**WHEREAS**, the Georgia Office of Local Grants annually offers funding to local governments for road improvement and maintenance; and

**WHEREAS**, State funding of LMIG projects is contingent upon local matching funds according to a formula published by the Office of Local Grants; and

**WHEREAS**, the City of Clarkston was offered \$93,532.50 in State LMIG funding for FY 2023, which requires a local match of \$28,059.75 (30%), and the City elected to “roll over” these LMIG funds to FY 2024 (as permitted by the LMIG program); and

**WHEREAS**, the City of Clarkston has been offered an additional \$110,910.68 in LMIG funding for FY 2024 with a local match of \$33,273.20 (30%) required; and

**WHEREAS**, the City Council desires to accept State LMIG funding for 2023 and 2024.

**NOW THEREFORE, BE IT RESOLVED** that the City of Clarkston City Council does hereby express its commitment to perform road improvements under the 2023 and 2024 LMIG programs for a total project amount of \$265,776.13, of which \$61,332.95 will be funded by the City from its SPLOST II funds.

**BE IT FURTHER RESLOVED** that the Mayor is hereby authorized to sign an application for LMIG funding that is consistent with this resolution to the Georgia Office of Local Grants.

SO RESOLVED this \_\_\_\_\_ day of \_\_\_\_\_, 2024

CLARKSTON CITY COUNCIL

---

Mayor Beverly H. Burks

ATTEST:

---

Tomika Mitchell, City Clerk



CITY OF CLARKSTON

ITEM NO: 5C

WORK SESSION/ CITY COUNCIL MEETING

HEARING TYPE:  
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:  
Review/Discussion

MEETING DATE: AUGUST 27, 2024

**SUBJECT:** Review/Discuss Resolution for Local Match Funding for the Safe Streets for All (SS4A) Infrastructure Investment Jobs Act (IIJA) Grant Award

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages: 3

INFORMATION CONTACT: Larry Kaiser, PE  
PHONE NUMBER: 404-909-5619

**PURPOSE:** Approve Resolution to Provide Local Match Funding of \$250,000 for the Federal Highway Administration “Safe Streets for All” (SS4A) Safety Action Planning Grant

**NEED/ IMPACT:** Local match is identified, programmed and approved by City Council and Mayor as a SPLOST II funded project

**RECOMMENDATION:** Staff recommends adoption of the attached resolution which specifies the local financial match for the Infrastructure Investment Jobs Act (IIJA) “Safe Streets For All” (SS4A) Transportation Planning Grant

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLARKSTON, GEORGIA COMMITTING TO THE LOCAL FINANCIAL MATCH FOR THE INFRASTRUCTURE INVESTMENT JOBS ACT (IIJA) “SAFE STREETS FOR ALL” (SS4A) TRANSPORTATION PLANNING GRANT IN THE AMOUNT OF \$250,000 TO BE FUNDED OUT OF SPLOST II.

**WHEREAS**, the [Bipartisan Infrastructure Law](#) (BIL), also referred to as the Infrastructure Investment Jobs Act (IIJA) established the Safe Streets and Roads for All (SS4A) discretionary program with \$5 billion in appropriated funds over 5 years, 2022-2026 , and

**WHEREAS**, the SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries, and

**WHEREAS**, the SS4A program supports the development of a comprehensive safety action plan (referred to as an “Action Plan”) that identifies the most significant roadway safety concerns in a community and the implementation of projects and strategies to address roadway safety issues; whereby Action Plans are the foundation of the SS4A grant program, and

**WERHEAS**, the SS4A requires an eligible Action Plan be in place before applying to implement projects and strategies, and

**WHEREAS**, the City of Clarkston received a \$1,000,000 SS4A Safety Action Planning grant, which requires \$250,000 of local matching funds, for a total grant amount of \$1,250,000, and

**WHEREAS**, the development of the SS4A Safety Action Planning Grant will include a Vision Zero Plan with the goal of eliminating or greatly reducing pedestrian and vehicular accidents citywide, and

**WHEREAS**, the Vision Zero Plan will include the evaluation of low-cost and high impact strategies to significantly reduce or eliminate pedestrian and vehicular accidents within a specified time period, and

**WHEREAS**, the City will ensure that Diversity, Equity and Inclusion are planning elements that will be woven throughout the planning document as community outreach occurs citywide, and

**NOW, THEREFORE, BE RESSOLVED**, by the Mayor and City Council of the City of Clarkston that the City agrees to fund the local match requirement of \$250,000, and

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

**IN WITNESS WHEREOF**, this Resolution has been duly adopted by the Mayor and Council of the City of Clarkston, Georgia.

PASSED, APPROVED and RESOLVED this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
Beverly H. Burks, Mayor

ATTEST:

\_\_\_\_\_  
Tomika R. Mitchell, City Clerk



CITY OF CLARKSTON

ITEM NO: 5D

WORK SESSION/ CITY COUNCIL MEETING

ACTION TYPE: Review/Discussion

HEARING TYPE: Work Session

AGENDA ITEM SUMMARY SHEET

MEETING DATE: August 27, 2024

SUBJECT: Review/Discuss a resolution confirming the 2024 SPLOST II Resurfacing List

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages: 2

INFORMATION CONTACT: Larry Kaiser, PE  
PHONE NUMBER: 404-909-5619

PURPOSE: Obtain confirmation on the 2024 SPLOST II Resurfacing Project List

NEED/ IMPACT: To discuss the removal of 3 projects from the 2024 SPLOST II projects based on the 2024 Retreat Presentation

RECOMMENDATION: Staff recommended at the 2024 retreat the removal of Mauck Street, Jamieson Place and College Avenue from the resurfacing list to be advertised to-bid this fall. The retreat handout is attached as reference. The rational for the removal of these three roads is as follows:

- Mauck St – the city has received numerous site plans over the past 5 years for new development on the northeast and northwest corners of Mauck and Church streets. The availability of developable land is very minimal in the city and as such, these parcels will become more attractive to the point where the development community will accept a lower yield in order to meet the city’s development standards. When development occurs, approximately 40% of the entire road will be affected through utility work, widening and various other infrastructure improvements; whereby this 40% of the roadway will be replaced by the city or the developer in the future.
- Approximately 50% of the Jamieson Place roadway is in unincorporated DeKalb County. The centerline of the street marks the city/county line. Asking the county to fund 50% of the work is an option staff could pursue if so requested.
- College Ave. has been identified by staff and council as a street that may require traffic calming. This street has also received complaints from 2 property owners regarding street runoff damaging their front yards. Resurfacing should occur concurrently with the construction of traffic calming and resetting of the existing granite curb.

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION BY THE CLARKSTON CITY COUNCIL TO APPROVE A LIST OF LOCAL STREETS TO BE RESURFACED USING SPLOST II FUNDS.**

**WHEREAS**, the City Council desires to use SPLOST II funds to resurface certain local streets; and

**WHEREAS**, the City Council has identified the streets (or portions thereof) listed on Exhibit A hereto as being in need of resurfacing; and

**WHEREAS**, a public procurement process is required to establish the most responsible and responsive bidder to perform the resurfacing work.

**NOW THEREFORE, BE IT RESOLVED** that the City of Clarkston City Council does hereby adopt and approve the list of streets (or portions thereof) attached hereto as Exhibit A to be resurfaced using SPLOST II funds.

**BE IT FURTHER RESLOVED** that the city manager is hereby directed to cause a public solicitation of bids to be published to identify the most responsive and responsible vendor to perform such resurfacing work.

**BE IT FURTHER RESLOVED** that any prior action of the City Council approving streets for resurfacing using SPLOST II funds is hereby repealed to the extent that it conflicts with this resolution.

SO RESOLVED this \_\_\_\_\_ day of \_\_\_\_\_, 2024

CLARKSTON CITY COUNCIL

\_\_\_\_\_  
Mayor Beverly H. Burks

ATTEST:

\_\_\_\_\_  
Tomika Mitchell, City Clerk

# **EXHIBIT A**

## **List of Streets (or portions thereof) to be Resurfaced**

# EXHIBIT D

## PAVEMENT CONDITIONS AND ESTIMATED REPAIR COSTS

Name	From	To	Length (feet)	Road Rating	Est. Cost	Comments
Jolly St. (north)	East Ponce de Leon	Mell Ave	1970	2- East Ponce to Bacon 1 – Bacon to Pecan 3- Pecan to Mell	151,000	Recommend pavement base repair in the “1” section and mill and resurface all of Jolly Ave; additional cost for pavement base repair in the roadway curve
Pecan St	East Ponce de Leon	Jolly Ave	1730	2	89,000	Mill and Resurface
Lester St	Clark St	Smith St	290	2	15,000	Mill and Resurface
Clark St	Smith St	Dead End	870	2	45,000	Mill and Resurface; included in 2024 LMIG submittal
Lincoln St	Smith St	Clark St	370	2	19,000	Mill and Resurface
Smith St	Lincoln St	Montreal Rd	730	2	38,000	Mill and Resurface; included in 2024 LMIG submittal
				<b>Subtotal</b>	<b>357,000</b>	
Tribble St	Clark St	Dead End	250	3	13,000	Mill and Resurface; included in 2024 LMIG submittal
Cleavemark Dr	Norman Road	Dead End	1450	3	74,000	Mill and Resurface
Hill St	N. Indian Cr.	West Hill St.	765	3	39,000	Mill and Resurface
West Hill Street	Hill St	Sams Road	758	3	39,000	Mill and Resurface
Sams Crossing	Montreal Rd	West Hill St	711	3	37,000	Mill and Resurface
				<b>Subtotal</b>	<b>202,000</b>	
Maclaren St	Market St	Dead End	1650	4	84,375	Mill and Resurface
Clydedale Dr	Cranford Dr	Rogers St	1260	4	65,000	Mill and Resurface
Cranford Dr	Rogers St	Cleavemark Dr	890	4	46,000	Mill and Resurface
Jamieson Pl.	Market St	North Indian Cr.	580	4	30,000	Mill and Resurface
				<b>Subtotal</b>	<b>225,375</b>	
Jolly Ave (S)	Rowland St	City Limits	950	5	49,000	Mill and Resurface
College Ave	Market St	Rogers St	1075	5	55,000	Mill and Resurface; complaints regarding street runoff in front yards and speeding – recommend resurfacing <b>after</b> curb is reset and traffic calming is installed
Casa Dr	Mell Ave	Bridge	1450	5	74,000	Mill and Resurface
Mauck St	Church St	Dead End	700	5	36,000	Mill and Resurface; do not recommend work due to potential for development near Church St
				<b>Subtotal</b>	<b>214,000</b>	
<b>TOTAL</b>					<b>998,375</b>	

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

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



CITY OF CLARKSTON

ITEM NO: 6A

CLARKSTON CITY COUNCIL WORK SESSION

HEARING TYPE:  
Work Session

BUSINESS AGENDA / MINUTES

ACTION TYPE:  
Discussion

MEETING DATE: August 27, 2024

SUBJECT: To discuss a change of ownership alcohol license application for Mansi 7311, LLC d/b/a Lulu’s Package located at 3900 E. Ponce De Leon Ave., Clarkston, GA 30021.

DEPARTMENT: Alcohol Review Committee

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages:

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

PURPOSE: The Alcohol Review Committee (ARC) has received and reviewed an ownership change application for alcohol beverage package store for Beer/Wine/Malt Beverages and Distilled Spirits. The location to be considered for this alcohol beverage license is Mansi 7311, LLC d/b/a Lulu’s Package located at 3900 E. Ponce De Leon Ave., Clarkston, GA 30021.

NEED/ IMPACT: The new owner Mansi 7311, LLC d/b/a Lulu’s Package located at 3900 E. Ponce De Leon Ave. has made application for an alcohol beverage, license for Beer/Wine/Malt beverages and Distilled Spirits for retail package sales. The ARC determined that all of the required inspections and the required background check has been passed and the location complies with proximity requirements.

However, the City Code has not allowed new licenses for the package sale of alcohol since July 3, 2016 (with the exception of certain specialty uses – "growler shop," "specialty wine shop," "grocery store" "retail delivery shop" – that do not apply here). City Code Section 3-54 allowed existing (a/k/a “grandfathered”) package stores to transfer their license to a new owner prior to January 1, 2023. This ability to transfer such licenses to a new owner expired twenty months ago.

RECOMMENDATIONS: The subject application should be denied under Clarkston Code Sec. 3-54.

## New Alcohol Beverage License Application

**Instructions:** This application must be typed or printed legibly and executed under oath. Each question must be fully answered. If space provided is not sufficient to answer the question please use a separate sheet of paper. Holding an alcohol beverage license with the City of Clarkston is a privilege.

New       Amendment

Date: \_\_\_\_\_

Contact Name: Mansi Patel Phone: [REDACTED]

Business/Trade Name: Mansi 7311 LLC.

D/B/A: Lulu's Package.

Business Address: 3900 E. Ponce De Leon Avenue, Clarkston, GA 30021

Emergency Contact Name: Devang Patel Phone: [REDACTED]

**TYPE OF BUSINESS**

- Convenience Store
- Grocery Store
- Package Store
- Manufacturer
- Specialty Beverage Store
- Restaurant
- Wholesale
- Other: \_\_\_\_\_

**TYPE OF LICENSE AND FEES**

Retail Dealers On-Premise Consumption/Retail Dealers Package

- Beer/Malt Beverages \$750
  - Wine \$750
  - Beer/Wine/Malt Beverages \$1,000
  - Distilled Spirits \$2,500
  - Wholesale Wine or Beer/Malt \$350
  - Wholesale Beer/Wine/Malt \$450
  - Wholesale Distilled Spirits (City) \$5,000, No location in City \$450
  - Administrative (Investigative Application) Fee (applicable to all Licenses) \$200.00
- Employee Work Permit Initial/Renewal \$50.00 (per employee) Must apply Clarkston Municipal Courts Office (404-292-9465)

**FOR OFFICE USE ONLY**

Department	Date	Approve/Deny	Comments
City Clerk			
Planning & Development	7/31/24	<i>SC</i>	Change of ownership / Use already in place
Police Department	7-25-24	<i>C. Hood</i> Approve	
Quality of Life Officer	6-6-24	<i>SS</i>	See attachment - legal non-compliance
City Manager			

*Compliance*

**APPLICANT INFORMATION**

Please submit a passport photograph of owner(s) with completed application.

Full Name: Mansi Patel Date of Birth: [REDACTED] 1991  
 Current Address: [REDACTED]

Name of Agent or Representative (if different from Applicant): \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_

Address of Applicant (if different for the past 5 years):  
[REDACTED] - April 2018 to November 2022

Have you ever been arrested?  Yes  No (If yes, explain) \_\_\_\_\_

**BUSINESS INFORMATION**

Type of business entity:  Sole Proprietorship  Partnership  Corporation  Other

Has an Occupational Tax Certificate been obtained and paid for at said business?  Yes  No (If not issued by the City of Clarkston please include a copy with application.)

Federal Tax ID Number: 93-2824693 State Tax ID Number: 20292359418

Do you own the property?  Yes  No (If no, please provide name, address, and contact number for the landlord. A copy of the Lease must be attached to this application.) \_\_\_\_\_

Name each person(s) having a financial interest in the Establishment.

Full Name	Position	Social Security Number	Address	% of Interest
Mansi Patel	owner	[REDACTED]	[REDACTED]	100

Have you or anyone with interest in the establishment ever or do you currently hold an alcohol beverage license with any other municipality, county, or state?  Yes  No

If so, have you or anyone holding interest in the establishment ever been placed on probation or had your license revoked?  Yes  No (If yes, please explain on separate sheet of paper and attach hereto.)

**ALCOHOLIC BEVERAGE PERSONNEL STATEMENT  
OWNERS/MANAGERS/ASSISTANT MANAGERS**

For Official Use Only

Type of License: \_\_\_\_\_

Business: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Instructions: This personnel statement must be executed under oath or affirmation by every person having any ownership or profit sharing interest in, or managing any place of business applying for license from the City of Clarkston, Georgia to sell or deal in alcoholic beverages or distilled spirits! Please type or print clearly in ink. If not legible, Statement will not be accepted. Each question must be fully answered. If the space provided is not sufficient, answer the question on a separate sheet and indicate in the space provided that such separate sheet is attached. A personnel statement, including two (2) passport-size photographs and two (2) fingerprint cards are required by Questions 31 and 32, for all owners/managers/assistant managers and must be submitted with every license application.

1. Mansi Patel \_\_\_\_\_  
Full Name of Applicant and Address

2. Social Security Number: \_\_\_\_\_

3. Driver's License Number: \_\_\_\_\_

4. Date of Birth: 1991 Place of Birth: India

5. U.S. Citizen A copy of verifiable identification must be provided at the time of application. Copy of driver's license or State photo ID card.  
a. ( ) by birth  
b. (X) Naturalized

Date: 09/31/2021 Place: Chicago, Illinois Court: US District Court Northern District of Illinois

Petition Number: \_\_\_\_\_ Certificate Number: \_\_\_\_\_

Derived Parent Certificate Number(s) \_\_\_\_\_

Alien Registration Number: \_\_\_\_\_

Native Country: India Date of Port Entry: Chicago, Illinois

6. How long have you been a legal resident of Georgia? 1 Years 2 Months

7. Marital Status ( ) Single (X) Married ( ) Widowed ( ) Divorced ( ) Separated

8. If married, give spouse's full name Devang Patel

9. Physical Description of Applicant Asian Race Female Sex 5'-3" Height 125 Weight  
31 Age Black Hair Color Brown Eyes

10. Education and training specific to restaurant/alcohol field. Masters of Science in Management  
DePaul University, Chicago, IL

11. Have you ever used or been known by any other name ( ) yes (X) No

12. List maiden name, names by former marriages, former names changed legally or otherwise, aliases or nicknames. For each, list the period which you were known by this name. \_\_\_\_\_

13. Are you registered to vote in the state of Georgia ( ) yes (X) No  
County Registered \_\_\_\_\_ Number of years registered \_\_\_\_\_

14. For the last calendar year, did you file and pay any County property tax  Yes ( ) No

15. For the last calendar year, did you file and pay any City property tax  Yes ( ) No

Name of City Hanover Park, Illinois

16. Employment record for the past ten (10) years (Give most recent experience first, is self-employed give details)

- | From     | To       | Employer                          | Occupational Duties                              | Reason for Leaving     |
|----------|----------|-----------------------------------|--|------------------------|
| a. 04/23 | Present  | Twist                             | Treasury Solutions Onboarding Service Specialist | Currently employe      |
| b. 04/20 | to 01/23 | J.P. Morgan Chase Bank, N.A.      | Closing specialist                               | Relocate to Georgia    |
| c. 06/19 | to 09/19 | Christopher Glass & Aluminum Inc. | marketing Associate                              | went back to India     |
| d. 02/19 | to 06/19 | Taubensee Steel & Wire Co.        | Administrator                                    | Contract ended         |
| e. 06/17 | to 01/18 | Anto Natural Foods                | social media marketing & PR Intern               | Internship ended       |
| f. 04/16 | to 12/16 | office max                        | Store Associate                                  | started master school. |
| g.       |          |                                   |  |                        |
| h.       |          |                                   |  |                        |

17. List, with your most recent place of residence first, all of your residences for the past ten (10) years

- | Date From/To         | Street | City | State |
|----------------------|--------|------|-------|
| a. 11/2022 - Present |        |      |       |
| b. 04/18 - 11/2022   |        |      |       |
| c. 12/2015 - 04/2018 |        |      |       |
| d. 12/1991 - 12/2015 |        |      |       |
| e.                   |        |      |       |

18. Military Service ( ) Yes  No List Serial Number \_\_\_\_\_ Branch of Service \_\_\_\_\_  
Period of Service \_\_\_\_\_ Date of Discharge \_\_\_\_\_ Type of Discharge \_\_\_\_\_

19. Have you ever been convicted of a felony relating to violence, illegal substances, gambling, theft or alcohol use, or of a crime opposed to decency and morality, or who has been convicted of a crime involving violation of the ordinances of the city or any other city or county relating to the use, sale, taxability, or possession of malt beverages, wine or liquor, or violations of the laws of the state and federal government pertaining to the manufacture, possession, transportation or sale of malt beverages, wine or intoxicating liquors, or the taxability thereof within ten (10) years preceding this application? Yes \_\_\_\_\_ No

20. Full name of dealer and trade name, if any, submitting application of which this personnel statement is a part.

Mansi 7311 LLC dba Lulu's Package

21. Position of applicant in dealer's business. Owner

22. Does applicant have any ownership/profit sharing interest in the business?  Yes ( ) No

State annual salary of applicant or the estimated annual profit or compensation derived from this business.

50,000

23. Do you have any financial interest in any bar, lounge, tavern, restaurant, or other place of business where alcoholic beverages are sold and consumed on the business premises? ( ) Yes (X) No if yes, explain

24. Do you have any financial or are you employed in any wholesale or retail liquor business other than the business submitting the license application of which this personnel statement is a part? ( ) Yes (X) No if yes, give names and locations and amount of interest in each.

25. Do you have any financial interest or are you employed in any business engaged in distilling, bottling, rectifying or selling (wholesale, retail or manufacturing) alcoholic beverages in this state or outside this state which has not otherwise been disclosed in the statement. ( ) Yes (X) No If yes, explain

26. Have you ever had any financial interest in an alcoholic beverage business which was denied a permit? ( ) Yes (X) No if yes, explain

27. Has any alcoholic beverage business in which you hold or have held any financial interest or have been employed, ever been cited for any violation for the rules and regulations of the State Revenue Commission relating to the sale or distribution of distilled spirits? ( ) Yes (X) No If yes, explain

28. Have you ever been denied a bond by a commercial surety company? ( ) Yes (X) No if yes, explain

29. Are you related by blood, marriage or adoption to any persons engaged in any business handling alcoholic beverages, whiskeys or liquors in the State of Georgia. ( ) Yes (X) No

30. Personal References. Give three (3) personal references, not relatives (i.e., former employees, fellow employees or school teachers who are responsible adults, business or professional men or women) who have known you well during the past five (5) years.

Name Tamanna Patel  
Residence \_\_\_\_\_  
Business Ad \_\_\_\_\_  
Telephone N \_\_\_\_\_ Number of years known 4

Name Tulsi Patel  
Residence \_\_\_\_\_  
Business \_\_\_\_\_  
Telephone \_\_\_\_\_ Number of years known 8


Name Shivani Patel  
Residence \_\_\_\_\_  
Business Ad \_\_\_\_\_  
Telephone \_\_\_\_\_ Number of years known 8

31. Attach two (2) passport-size photographs (front view). Write name on back of photographs and also the name of dealer submitting a license application. Initial here if such photographs are attached. MP

32. There must be submitted with this personal statement the fingerprints of applicant on two (2) fingerprint cards, which will be furnished to the City of Clarkston. Initial here that such fingerprint cards are attached. \_\_\_\_\_

**Verification**

I, Mansi Patel, applicant, do solemnly swear, subject to criminal penalties for false swearing, that the statements and answers made by me to the foregoing questions in this application for a City of Clarkston license as a dealer in alcoholic beverage and distilled spirits are true, and no false or fraudulent statements or answer is made therein to procure the granting of such license. I hereby submit for an Alcoholic Beverage Privilege License Personnel Statement for the City of Clarkston. I do hereby swear or affirm that the information provided herein is true, complete and accurate, and I understand that any inaccuracies may be considered just cause for invalidation of this statement and any related application. I certify that neither I, nor any of the other owners of the retail or wholesale establishment, nor the manager of such establishment has been convicted or has plead guilty or entered a plea of nolo contendere to any crime, misdemeanor, and/or felony involving moral turpitude, lottery, or illegal possession or sale of narcotics or liquors within a period of ten (10) years immediately prior to the filing of such application. I understand the City of Clarkston reserves the right to enforce any and all ordinances regardless of payment of license fees and further that it is my/our responsibility to conform to said ordinance in full. I hereby acknowledge that all requirements shall be adhered to. I can read the English language and I freely and voluntarily have completed this application. I understand that it is a felony to make false statements or writings to the City of Clarkston pursuant to O.C.G.A. §16-10-20.

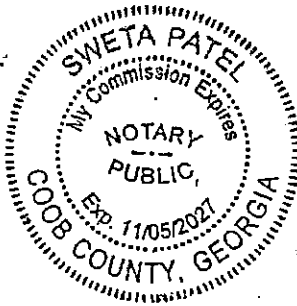
  
Applicant's Signature (full name in ink)

MANSI PATEL  
Applicant's Name (Print or Type)

I certify that MANSI PATEL (name of applicant) personally appeared before me, and that he signed his name to the foregoing statements and answers made therein, and under oath, has sworn that said statements and answers are true.

This 5<sup>th</sup> day of December, 2023 :

  
Notary Public



Seal:

Provide name, address, Social Security Number, and phone number for each Manager if different from owner. A passport photograph, Personnel Statement, and Background Check must be submitted for each manager.

Full Name	Position	Social Security Number	Address	% of Interest
N/A				

If new application for Retail Sale, attach a surveyor's plat and state the straight line distance from property line of school, church, library, or public recreation area to the wall of the building where alcohol beverages are sold.

Church: 1,159 yds (3,477 ft.) School: 1,290 yds (3,869 ft.)

Library: 1,168 yds (3,503 ft.) Public Recreation: 4,224 yds (12,672 ft.)

**VERIFICATION OF APPLICATION**

I hereby make application for an Alcohol Beverage License for the City of Clarkston. I understand that holding this license is a privilege. I do hereby affirm and swear that the information provided herein is true, complete and accurate, and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application. I understand the City of Clarkston reserves the right to enforce any and all ordinances regardless of payment of license fee and further that it is my/our responsibility to conform with said ordinances in full. I hereby acknowledge that all requirements shall be adhered to. I can read the English language and I freely and voluntarily have completed this application. I understand that it is a felony to make false statements or writings to the City of Clarkston pursuant to O.C.G.A. §16-10-20.

*[Handwritten Signature]*

Signature of Applicant or Agent

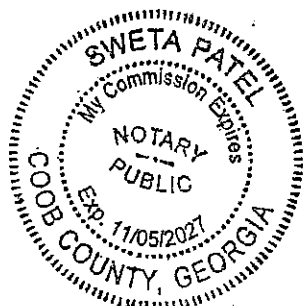
MANSI PATEL  
Print or Type Name

I certify that MANSI PATEL (name of applicant) personally appeared before me, and that he signed his name to the foregoing statements and answers made therein, and under oath, has sworn that said statements and answers are true.

This 5<sup>th</sup> day of December, 2023.

*[Handwritten Signature]*  
Notary Public

My commission expires on: 5 NOV 2027





**A** ✓  
 NEAREST SCHOOL GROUNDS:  
 ATLANTA AREA SCHOOL FOR THE DEAF  
 890 N. INDIAN CREEK DR.  
 CLARKSTON, GA. 30021  
 DISTANCE: 1,290 YDS. (3,869 FT.)

**B** ✓  
 NEAREST CHURCH GROUNDS:  
 CHRIST COMMUNITY AME CHURCH  
 4154 EAST PONCE DE LEON AVE.  
 CLARKSTON, GA. 20021  
 DISTANCE: 1,159 YDS. (3,477 FT.)

**D** ✓  
 NEAREST PRIVATE RESIDENCE:  
 (SINGLE FAMILY)  
 906 MELL AVE.  
 CLARKSTON, GA. 30021  
 DISTANCE: 247 YDS. (740 FT.)

**E** ✓  
 NEAREST LIBRARY:  
 CLARKSTON LIBRARY  
 951 NORTH INDIAN CREEK DR.  
 CLARKSTON, GA. 30021  
 DISTANCE: 1,168 YDS. (3,503 FT.)

THE LOCATION BELOW NOT SHOWN GRAPHICALLY  
 DUE TO DISTANCE FROM SITE.

NEAREST PUBLIC PARK:  
 FRIENDSHIP PARK  
 4399 EAST PONCE DE LEON AVE.  
 CLARKSTON, GA. 30021  
 DISTANCE: 4,224 YDS. (12,672 FT.)

NEAREST ALCOHOL TREATMENT CENTER:  
 ALCOHOL AND DRUG EVALUATION  
 524 MEDLOCK RD., #210  
 DECATUR, GA. 30030  
 DISTANCE: 5,104 YDS. (15,312 FT.)

NEAREST ADULT ENTERTAINMENT:  
 STROKERS  
 1253 BROCKETT RD.  
 CLARKSTON, GA. 30021  
 DISTANCE: 2,640 YDS. (7,920 FT.)

**SURVEYOR'S CERTIFICATION**  
 I CERTIFY THAT BEER, WINE AND LIQUOR PACKAGE SALES ARE NOT WITHIN:

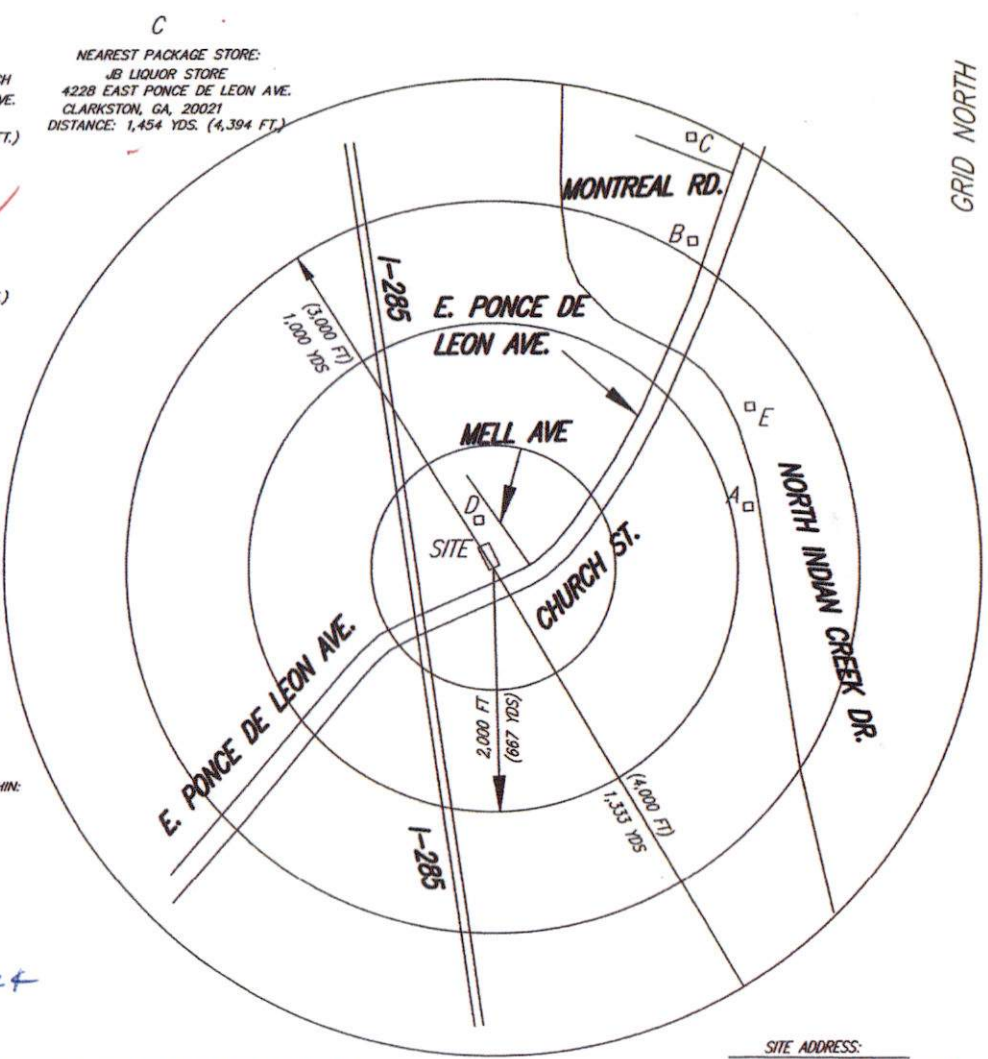
- 200 YARDS OF ANY CHURCH
- 200 YARDS OF ANY SCHOOL GROUNDS
- 200 YARDS OF ANY ALCOHOL TREATMENT CENTER
- 200 YARDS OF ANY PRIVATE RESIDENCE
- 500 YARDS OF ANY EXISTING RETAIL PACKAGE LIQUOR STORE
- 200 YARDS OF ANY ADULT ENTERTAINMENT ESTABLISHMENT
- 200 YARDS OF ANY LIBRARY

*Julian D. Grace*  
 SURVEYOR SIGNATURE

05-31-2024  
 DATE

**SURVEY NOTES:**

1. DISTANCES SHOWN ARE MEASURED FROM THE FRONT DOOR OF THE STRUCTURE FROM WHICH ALCOHOLIC BEVERAGES ARE TO BE SOLD TO THE FRONT DOOR OF THE FACILITY TO BE AFFECTED TRAVELING BY THE MOST DIRECT ROUTE. THE DISTANCE TO THE SCHOOL IS MEASURED TO NEAREST PROPERTY LINE OF THE SCHOOL GROUNDS.
2. THIS SURVEY IS TO CONTINUE A ALCOHOLIC BEVERAGE LICENSE FOR BEER, WINE AND LIQUOR RETAIL PACKAGE SALES FOR AN EXISTING LICENSED ESTABLISHMENT.



**SITE ADDRESS:**  
 3900 EAST PONCE DE LEON AVE.  
 CLARKSTON, GEORGIA 30021



**J.D. GRACE**  
 LAND SURVEYING, LLC  
 2300 KIMBROUGH COURT  
 ATLANTA, GA 30350  
 CELL: (770) 733-4649  
 OFFICE: (678) 587-0100  
 jdgrace13@yahoo.com

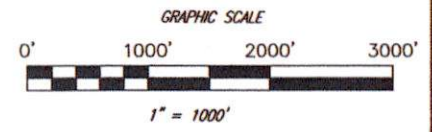
**ALCOHOLIC BEVERAGE SURVEY**

FOR  
 LULU'S PACKAGE STORE  
 LAND LOT 66  
 18TH DISTRICT  
 DEKALB COUNTY, GEORGIA  
 CITY OF CLARKSTON  
 TAX I.D. 18-097-01-124

**OWNER:**  
 MANSI DEVANG PATEL  
 MANSI 7311 LLC

**APPLICANT:**  
 YVETTE SMYJLE  
 PHONE: 678-691-8215

DATE: 05-31-2024



**A**  
 NEAREST SCHOOL GROUNDS:  
 ATLANTA AREA SCHOOL FOR THE DEAF  
 CHRIST COMMUNITY AVE CHURCH  
 4154 EAST PONCE DE LEON AVE.  
 CLARKSTON, GA. 20021  
 DISTANCE: 1,290 YDS. (3,869 FT.)

**B**  
 NEAREST CHURCH GROUNDS:  
 NEAREST PRIVATE RESIDENCE:  
 (SINGLE FAMILY)  
 CLARKSTON LIBRARY  
 951 NORTH INDIAN CREEK DR.  
 CLARKSTON, GA. 30021  
 DISTANCE: 247 YDS. (740 FT.)

**C**  
 NEAREST PUBLIC PARK:  
 FRIENDSHIP PARK  
 4399 EAST PONCE DE LEON AVE.  
 CLARKSTON, GA. 30021  
 DISTANCE: 4,224 YDS. (12,672 FT.)

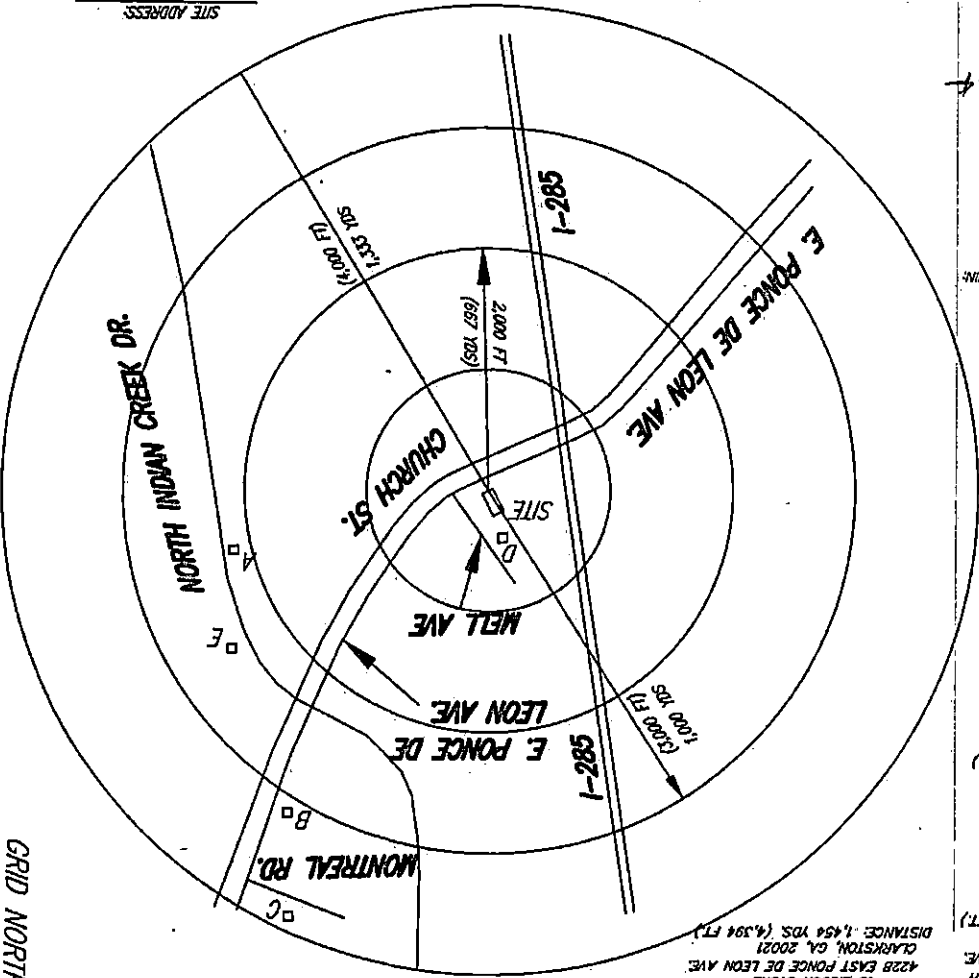
**D**  
 NEAREST ALCOHOL TREATMENT CENTER:  
 ALCOHOL AND DRUG EVALUATION  
 524 MEDLOCK RD., #210  
 DECATUR, GA. 30030  
 DISTANCE: 5,104 YDS. (15,312 FT.)

**E**  
 NEAREST ADULT ENTERTAINMENT:  
 STROKERS  
 1253 BROCKETT RD.  
 CLARKSTON, GA. 30021  
 DISTANCE: 2,640 YDS. (7,920 FT.)

SURVEYOR'S CERTIFICATION  
 I CERTIFY THAT BEER, WINE AND LIQUOR PACKAGE SALES ARE NOT WITHIN:  
 -200 YARDS OF ANY CHURCH  
 -200 YARDS OF ANY SCHOOL GROUNDS  
 -200 YARDS OF ANY ALCOHOL TREATMENT CENTER  
 -200 YARDS OF ANY PRIVATE RESIDENCE  
 -500 YARDS OF ANY EXISTING RETAIL PACKAGE LIQUOR STORE  
 -200 YARDS OF ANY ADULT ENTERTAINMENT ESTABLISHMENT  
 -200 YARDS OF ANY LIBRARY

SURVEYOR SIGNATURE: *[Signature]*  
 DATE: 05-31-2024

SURVEY NOTES  
 1. DISTANCES SHOWN ARE MEASURED FROM THE FRONT DOOR OF THE STRUCTURE FROM WHICH ALCOHOLIC BEVERAGES ARE TO BE SOLD TO THE FRONT DOOR OF THE FACILITY TO BE AFFECTED TRAVELING BY THE MOST DIRECT ROUTE.  
 2. THIS SURVEY IS TO CONTINUE A ALCOHOLIC BEVERAGE LICENSE FOR BEER, WINE AND LIQUOR RETAIL PACKAGE SALES FOR AN EXISTING LICENSED ESTABLISHMENT.



SITE ADDRESS:  
 3908 EAST PONCE DE LEON AVE.  
 CLARKSTON, GEORGIA 30021

GRAPHIC SCALE  
 0' 1000' 2000' 3000'  
 1" = 1000'

DATE: 05-31-2024

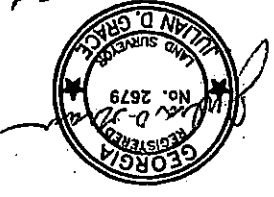
OWNER:  
 MANSI DEVANG PATEL  
 APPLICANT:  
 MANSI 2311 LLC  
 WETTE SMILE  
 PHONE: 678-691-8215

**ALCOHOLIC BEVERAGE SURVEY**

FOR  
 LULU'S PACKAGE STORE  
 LAND LOT 66  
 18TH DISTRICT  
 DEKALB COUNTY, GEORGIA  
 CITY OF CLARKSTON  
 TAX I.D. 18-097-01-124

J.D. GRACE  
 LAND SURVEYING, LLC  
 2300 KIMBOROUGH COURT  
 ATLANTA, GA 30350  
 CELL: (770) 733-4649  
 OFFICE: (678) 587-0100  
 jdgrace013@yahoo.com

05-31-2024



**BACKGROUND CHECK OWNERS/MANAGERS**

An Alcohol Permit Applications must include a background check for all owners, partners and managers.

Application must be made to the City of Clarkston Police Department, Municipal Courts, 3921 Church Street, Clarkston, GA 30021, (404) 292-9465

Hours: 9:00a.m. to 4:00p.m. Monday through Friday

Fees:

Owner/Manger Permits are \$50.00 which includes processing of Criminal History record

Payment Forms: Cash or Credit Card

Name: Mansi Patel Date: 12/05/2023

Business: Mansi 7311 LLC DBA Lulus Package Store Title: owner

Are you an Owner or Manager?  Manager  Owner  Partner

If you are an Owner/ Manager have you obtained Personnel Statement from City Hall?  Yes  No

Do you consent to the Clarkston Police Department checking your criminal history?  Yes  No

Have you ever been convicted or has plead guilty or entered a plea of nolo contendere to any crime, misdemeanor, and/or felony involving moral turpitude, lottery, or illegal possession or sale of narcotics or liquors within a period of ten (10) years immediately prior to the filing of such application.  Yes, Please Explain.  No

Are you currently serving probation?  Yes, Please Explain  No

**For Official Use Only**

**City Hall:**

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_ ID Paid:  Yes  No

**Police Department:**

Criminal History Record Checked?  Yes  No

Applicant is able to obtain Permit?  Yes  No, If no, please state reason for denial.

Permit No. \_\_\_\_\_

Signed By: \_\_\_\_\_ Date: \_\_\_\_\_ Name: \_\_\_\_\_

Please Print Name

REGISTERED AGENT CONSENT AND INFORMATION FORM

CITY OF CLARKSTON OFFICE OF THE CITY CLERK

Sec. 3-6(l) All licensed establishments must have and continuously maintain in DeKalb County a registered agent upon whom any process, notice or demand required or permitted by law or under this chapter to be served upon the licensee or owner may be served. This person must be a resident of DeKalb County. The licensee shall file the name of such agent, along with the written consent of such agent with the city.

I, Patel Jatin Kumar G, do hereby consent to serve as the Registered Agent for the licensee, owners, officers, and/or directors thereof and to perform all obligations of such agency under the Alcoholic Beverage Ordinance of the city of Clarkston, Georgia. I understand the basic purpose is to have and continuously maintain a Registered Agent upon which any process, notice, or demand required or permitted by law or under said ordinance to be served upon the licensee or owner may be served. I understand that the Registered Agent must be a citizen of the United States and a resident of DeKalb County Georgia. I hereby authorize the Clarkston Police Department to obtain and review copies of any criminal and/or driver's histories in my name or any alias used by me in the past or at the present. I understand that this information may be used against me during the course of the Clarkston Police Department's investigation. I further certify that I will notify the City of Clarkston Office of the City Clerk of any changes effecting my status and/or position with this company.

This 8<sup>th</sup> day of December, 2023.

[Signature]  
Signature of Agent

Patel Jatin Kumar G  
Type or Print Name of Agent

[Redacted]  
Type or Print Agent's Home Address

[Redacted]  
Type or Print City, State and Zip Code

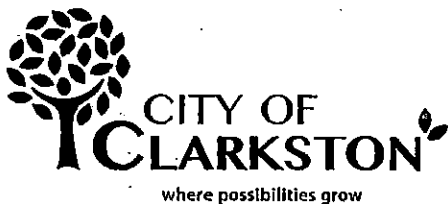
8-1-22  
Type or Print Date Moved into the Above Address

[Redacted]  
Type or Print Social Security Number

[Redacted]  
Type or Print Driver's License Number

[Redacted] 1987  
Type or Print Date of Birth

[Redacted]  
Type or Print Area Code and Phone Number



## FINGERPRINTS NON-CRIMINAL JUSTICE APPLICANT'S PRIVACY RIGHTS

As an applicant that is the subject of a Georgia only or a Georgia and Federal Bureau of Investigation (FBI) national fingerprint/biometric-based criminal history record check for a non-criminal justice purpose (such as an application for a job or license, immigration or naturalization, security clearance, or adoption), you have certain rights which are discussed below.

- You must be provided written notification that your fingerprints/biometrics will be used to check the criminal history records maintained by the Georgia Crime Information Center (GCIC) and the FBI, when a federal record check is so authorized.
- If your fingerprints/biometrics are used to conduct a FBI national criminal history check, you are provided a copy of the Privacy Act Statement that would normally appear on the FBI fingerprint card.
- If you have a criminal history record, the agency making a determination of your suitability for the job, license, or other benefit must provide you the opportunity to complete or challenge the accuracy of the information in the record.
- The agency must advise you of the procedures for changing, correcting, or updating your criminal history record as set forth in Title 28, Code of Federal Regulations (CFR), Section 16.34.
- If you have a Georgia or FBI criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the agency denies you the job, license or other benefit based on information in the criminal history record.
- In the event an adverse employment or licensing decision is made, you must be informed of all information pertinent to that decision to include the contents of the record and the effect the record had upon the decision. Failure to provide all such information to the person subject to the adverse decision shall be a misdemeanor [O.C.G.A. § 35-3-34(b) and §35-3-35(b)].

You have the right to expect the agency receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of state and/or federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.

If the employment/licensing agency policy permits, the agency may provide you with a copy of your Georgia or FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, information regarding how to obtain a copy of your Georgia, FBI or other state criminal history may be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

If you decide to challenge the accuracy or completeness of your Georgia or FBI criminal history record, you should send your challenge to the agency that contributed the questioned information. Alternatively, you may send your challenge directly to GCIC provided the disputed arrest occurred in Georgia. Instructions to dispute the accuracy of your criminal history can be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

### PRIVACY ACT STATEMENT

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal-justice agencies; and agencies responsible for national security or public safety.

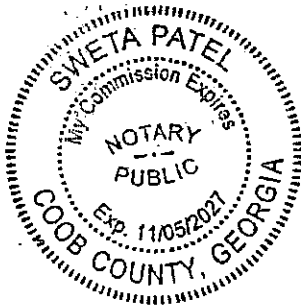
  
\_\_\_\_\_  
APPLICANT SIGNATURE

12/05/2023  
DATE

  
\_\_\_\_\_  
NOTARY SIGNATURE

12/05/2023  
DATE

SEAL





where possibilities grow


- 1. I authorize DeKalb County Police Department to conduct a fingerprint based criminal history record check of me, as a part of my City of Clarkston alcohol application.
- 2. I understand that DeKalb County Police Department will send my fingerprints to the Georgia Crime Information Center for a search of criminal history information in its files and to the Federal Bureau of Investigation for a search of its files when a federal record check is so authorized.
- 3. I understand that the electronic results of this fingerprint check will be received by DeKalb County Police Department and forwarded to the agency responsible for determining my suitability for the position for which I have applied.
- 4. I further understand that DeKalb County Police Department will not maintain a copy of my record and that DeKalb County Police Department meets all confidentiality and security requirements for handling and dissemination of state and federal criminal history record information.

DeKalb Police Headquarters  
3630 Camp Circle, Decatur, GA 30032- ground floor

Monday-Thursday 8:00-11:00am and 1:00 – 4:00pm

Must bring Photo ID, (Driver's License or US Passport) and \$5.00

Name: Mansi Patel

Signature: 

Date: 12/05/2023

# DeKalb County Police

Support Services Division  
Permits, Taxi, Wrecker Unit  
3630 Camp Circle  
Decatur, GA 30032  
404-297-3934

DATE: 12/11/23

TO: Shennetha Smith, City of Clarkston  
Municipal Code Compliance Officer  
1055 Rowland St  
Clarkston, GA 30021  
Office: 404-296-6489  
Mobile: 678-939-7916  
Email: [ssmith@cityofclarkston.com](mailto:ssmith@cityofclarkston.com)

JATIN KUMAR PATEL  
APPLICANT

LULU'S PACKAGE STORE  
NAME OF BUSINESS

3900 E. PONCE DE LEON AVE. CLARKSTON, GA 30021  
BUSINESS LOCATION

**CHECK ONE:**

- NEW BUSINESS
- NEW LOCATION
- NEW LICENSEE
- NEW OWNERSHIP
- LICENSE CHANGE

**CHECK ONE:**

- PACKAGE STORE
- RESTAURANT
- APARTMENT
- DRIVE-IN GROCERY
- SUPERMARKET
- GAS STATION W/ GROC

- COUNTRY CLUB
- V.F.W.
- EAGLES
- AMERICAN LEGION)
- B.P.O.E. (ELKS)
- OTHER:

A RECORD CHECK HAS BEEN MADE AND THE RESULTS ARE AS FOLLOWS:

NO ARREST RECORD (GA)

ARREST RECORD (GA)

COMMENTS:

SINCERELY,

KATRINA WILLIAMS  
SUPPORT SERVICES DIVISION  
DEKALB COUNTY POLICE DEPARTMENT



# DeKalb County Police

Support Services Division  
Permits, Taxi, Wrecker Unit  
3630 Camp Circle  
Decatur, GA 30032  
404-297-3934

DATE: 12/11/23

TO: Shennetha Smith, City of Clarkston  
Municipal Code Compliance Officer  
1055 Rowland St  
Clarkston, GA 30021  
Office: 404-296-6489  
Mobile: 678-939-7916  
Email: [ssmith@cityofclarkston.com](mailto:ssmith@cityofclarkston.com)

MANSI PATEL  
APPLICANT

LULU'S PACKAGE STORE  
NAME OF BUSINESS

3900 E. PONCE DE LEON AVE. CLARKSTON, GA 30021  
BUSINESS LOCATION

**CHECK ONE:**

- NEW BUSINESS
- NEW LOCATION
- NEW LICENSEE
- NEW OWNERSHIP
- LICENSE CHANGE

**CHECK ONE:**

- PACKAGE STORE
- RESTAURANT
- APARTMENT
- DRIVE-IN GROCERY
- SUPERMARKET
- GAS STATION W/ GROC

- COUNTRY CLUB
- V.F.W.
- EAGLES
- AMERICAN LEGION)
- B.P.O.E. (ELKS)
- OTHER:

A RECORD CHECK HAS BEEN MADE AND THE RESULTS ARE AS FOLLOWS:

NO ARREST RECORD (GA)

ARREST RECORD (GA)

COMMENTS:

SINCERELY,

KATRINA WILLIAMS  
SUPPORT SERVICES DIVISION  
DEKALB COUNTY POLICE DEPARTMENT



**DeKalb County Fire Rescue Plan Review  
Non-Residential Certificate of Completion**



**Project**

**TYPE: Non-Residential**

**Dekalb FMO Permit Number: 3151470**

**Project: Lulu's Package Store**

**Work Type: FIRE MARSHAL SPECIAL WORKTYPE Construction Type: Type III**

**Occupancy Type: Mercantile**

**Maximum Occupancy Load: 102**

**Property**

**Address: 3900 E. Ponce de Leon Ave. Clarkston, GA 30021**

**PARCEL ID: N/A**

**LOT#: N/A**

**Zoning:**

**Rezoning: N/A**

**Land Use: N/A**

**Census:**

**District:**

**Applicant's Detail:**

**Owner: Mansi D. Patel**

**Contact No. [REDACTED]**

**This certifies that the work authorized by the permit indicated above to the building, structure, or system is completed and approved.**

**This certificate does not grant authority to occupy a building or structure prior to the issuance of Certificate of Occupancy.**

**In accordance with chapter 7, article ii, division 2, section 7-33(f) of the DeKalb county code, this certificate may be revoked by the Director of Development or his/her duly authorized representative for either one or more of the following:**

- (1) changes or alterations in the type of permitted use or occupancy without approval.**
- (2) changes or violations of the conditions of the certificate without approval.**
- (3) alterations, additions, or improvements to the building, structure, or systems without approval.**

**Special Stipulations and/or Conditions (If Applicable)**

**Date: 4/22/2024**

**Issued By: Fire Inspector J. Clark, #547**

**Fire Marshal's Office**

**Zoning and Code Compliance Review of:  
Mansi 73II LLC DBA Lulu's Package Store  
3900 E. Ponce De Leon Ave  
Clarkston, GA 30021**

The property is located in the NC-1 zoning district. According to the Zoning Ordinance, package stores are not a permitted use in the NC-1 district. Nevertheless, since this is a change of ownership, Article VIII, Sec. 801. – Nonconforming Use of the City Code “permit these nonconformities to continue until they are removed, but not to encourage their continuance.”

**Article 3, Chapter 1, Sec. 3-55 (a-f). – states the proximity of establishment to school ground, church, library, public park, or adult entertainment establishment.**

- (a) The **proximity** requirement has been met. There are no school grounds within 100 yards of the establishment property line.
- (b) The **proximity** requirement has been met. The entrance from the place of business for the retail sale of beer, malt beverages or wine in original packages is 207 yards to a public park located at 3677 Church St Clarkston, GA 30021.

The **proximity** requirement has been met. There are no churches located within 200 yards of the entrance to the place of business for the retail sale of beer, malt beverages or wine in original packages.

- (c) The **proximity** requirement has been met. There are no libraries located within 200 yards of the entrance to the place of business for the retail sale of beer, malt beverages or wine in original packages.

The **proximity** requirement is **NOT** in compliance with this section of the City Code. The entrance from 3900 E. Ponce De Leon Ave to the entrance of Marathon located at 3874 E. Ponce De Leon Ave is 142.3 yards. This is an existing establishment licensed for the retail sale of beer, malt beverages or wine in original packages.

The **proximity** requirement is **NOT** in compliance with this section of the City Code. The entrance from 3900 E. Ponce De Leon Ave to the entrance of Texaco 3906 E. Ponce De Leon Ave is 109.3 yards. This is an existing establishment licensed for the retail sale of beer, malt beverages or wine in original packages.

- (d) The **proximity** requirement has been met. There are no known adult entertainment establishments located within 166 yards of the entrance of the establishment.
- (e) The **proximity** requirement has been met. The entrance from 3900 E. Ponce De Leon Ave to the entrance of the single-family residence located at 901 Mell Ave Clarkston, GA is 184.667 yards.

Shennetha Smith,  
Municipal Code Compliance Officer  
Office: 404-296-6489  
Mobile: 678-939-7916  
Email: [ssmith@cityofclarkston.com](mailto:ssmith@cityofclarkston.com)

CITY OF CLARKSTON

ITEM NO: 6B

CLARKSTON CITY COUNCIL WORK SESSION

HEARING TYPE:  
Work Session

BUSINESS AGENDA / MINUTES

ACTION TYPE:  
Discussion

MEETING DATE: August 27, 2024

SUBJECT: To discuss a change of ownership alcohol license application for Yetayal Enterprise, LLC d/b/a Ponce Café located at 3652 Market St., Suite C2, Clarkston, GA 30021

DEPARTMENT: Alcohol Review Committee

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages:

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

PURPOSE: The Alcohol Review Committee (ARC) has received and reviewed an ownership change application for serving alcohol beverages (Beer/Wine/Malt Beverages and Distilled Spirits) at the restaurant known as Ponce Cafe. The proposed new owner is Yetayal Enterprise, LLC d/b/a Ponce Café. This restaurant is located at 3652 Market St., Suite C2, Clarkston, GA 30021.

NEED/ IMPACT: The new owner Yetayal Enterprise, LLC d/b/a Ponce Café located at 3652 Market St., Suite C2 has made application for an alcohol beverage, license for Beer/Wine/Malt beverages and Distilled Spirits by the drink. The ARC determined that all the required inspections have been performed and the required background check has been passed.

The Code Compliance Division has measured the location and found the proximity requirements with regard to schools, churches, libraries, parks and adult entertainment are met at this location.

RECOMMENDATIONS: The ARC found that the applicant meets the background check requirements and that the location meets the proximity requirements for alcohol sales by the drink. However, under Clarkston Code Sec. 3-6, the City Council is vested with the final authority to make this licensing decision.

## New Alcohol Beverage License Application

**Instructions:** This application must be typed or printed legibly and executed under oath. Each question must be fully answered. If space provided is not sufficient to answer the question please use a separate sheet of paper. Holding an alcohol beverage license with the City of Clarkston is a privilege.

Date: 07/19/2024       New       Amendment

Contact Name: Yetayal Tesfaye Abebie      Phone: [REDACTED]

Business/Trade Name: Yetayal Enterprise LLC.

D/B/A: PONCE CAFEE,

Business Address: 3652 market st ste c2, Clarkston, GA 30021

Emergency Contact Name: Melak Bishaw      Phone: [REDACTED]

**TYPE OF BUSINESS**

- Convenience Store
- Grocery Store
- Package Store
- Manufacturer
- Specialty Beverage Store
- Restaurant
- Wholesale
- Other: \_\_\_\_\_

**RECEIVED**  
 JUL 19 2024 *JRM*  
 CITY OF CLARKSTON

**TYPE OF LICENSE AND FEES**

- Retail Dealers On-Premise Consumption/Retail Dealers Package
- Beer/Malt Beverages \$750
  - Wine \$750
  - Beer/Wine/Malt Beverages \$1,000
  - Distilled Spirits \$2,500
  - Wholesale Wine or Beer/Malt \$350
  - Wholesale Beer/Wine/Malt \$450
  - Wholesale Distilled Spirits (City) \$5,000, No location in City \$450
  - Administrative (Investigative Application) Fee (applicable to all Licenses) \$200.00
- Employee Work Permit Initial/Renewal \$50.00 (per employee) Must apply Clarkston Municipal Courts Office (404-292-9465)

**FOR OFFICE USE ONLY**

Department	Date	Approve/Deny	Comments
City Clerk	8/1/24	<i>JRM</i>	7-19, waiting for survey, state license evidence of ownership. *Received *JRM
Planning & Development	8/1/24	<i>Compliance</i>	change of ownership; use already
Police Department			
Quality of Life Officer			
City Manager			

**APPLICANT INFORMATION**

Please submit a passport photograph of owner(s) with completed application.

Full Name: Yetayal Tesfave Abebie Date of Birth: [REDACTED] 1981

Current Address: [REDACTED]

Name of Agent or Representative (if different from Applicant): \_\_\_\_\_

Phone: Leake Malede

Address: [REDACTED]

Address of Applicant (if different for the past 5 years):

[REDACTED]  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been arrested?  Yes  No (If yes, explain) \_\_\_\_\_

**BUSINESS INFORMATION**

Type of business entity:  Sole Proprietorship  Partnership  Corporation  Other

Has an Occupational Tax Certificate been obtained and paid for at said business?  Yes  No (If not issued by the City of Clarkston please include a copy with application.)

Federal Tax ID Number: 99-3967453 State Tax ID Number: 308-993032

Do you own the property?  Yes  No (If no, please provide name, address, and contact number for the landlord. A copy of the Lease must be attached to this application.) H&I Investment Realty  
2300 Compton place, suwanee, GA 30024

Name each person(s) having a financial interest in the Establishment.

Full Name	Position	Social Security Number	Address	% of Interest
Yetayal Tesfave Abebie	OWNER/MANAGER			
Yetayal T Abebie	OWNER	[REDACTED]	[REDACTED]	100 %

Have you or anyone with interest in the establishment ever or do you currently hold an alcohol beverage license with any other municipality, county, or state?  Yes  No

If so, have you or anyone holding interest in the establishment ever been placed on probation or had your license revoked?  Yes  No (If yes, please explain on separate sheet of paper and attach hereto.)

REGISTERED AGENT CONSENT AND INFORMATION FORM

CITY OF CLARKSTON OFFICE OF THE CITY CLERK

Sec. 3-6(1) All licensed establishments must have and continuously maintain in DeKalb County a registered agent upon whom any process, notice or demand required or permitted by law or under this chapter to be served upon the licensee or owner may be served. This person must be a resident of DeKalb County. The licensee shall file the name of such agent, along with the written consent of such agent with the city.

I, LEAKE MALEDE, do hereby consent to serve as the Registered Agent for the licensee, owners, officers, and/or directors thereof and to perform all obligations of such agency under the Alcoholic Beverage Ordinance of the city of Clarkston, Georgia. I understand the basic purpose is to have and continuously maintain a Registered Agent upon which any process, notice, or demand required or permitted by law or under said ordinance to be served upon the licensee or owner may be served. I understand that the Registered Agent must be a citizen of the United States and a resident of DeKalb County Georgia. I hereby authorize the Clarkston Police Department to obtain and review copies of any criminal and/or driver's histories in my name or any alias used by me in the past or at the present. I understand that this information may be used against me during the course of the Clarkston Police Department's investigation. I further certify that I will notify the City of Clarkston Office of the City Clerk of any changes effecting my status and/or position with this company.

This 19<sup>th</sup> day of JULY, 20 24.

[Signature]  
Signature of Agent

LEAKE MALEDE  
Type or Print Name of Agent

[Redacted]  
Type or Print Agent's Home Address

[Redacted]  
Type or Print City, State and Zip Code

06-1, 1994  
Type or Print Date Moved into the Above Address

[Redacted]  
Type or Print Social Security Number

[Redacted]  
Type or Print Driver's License Number

[Redacted] 1958  
Type or Print Date of Birth

[Redacted]  
Type or Print Area Code and Phone Number

Provide name, address, Social Security Number, and phone number for each Manager if different from owner. A passport photograph, Personnel Statement, and Background Check must be submitted for each manager.


Full Name	Position	Social Security Number	Address	% of Interest
N/A	N/A	N/A	N/A	N/A

If new application for Retail Sale, attach a surveyor's plat and state the straight line distance from property line of school, church, library, or public recreation area to the wall of the building where alcohol beverages are sold.

Church: 528 YARD School: 1232 YARD  
 Library: 880 YARD Public Recreation: 880 YARD

**VERIFICATION OF APPLICATION**

I hereby make application for an Alcohol Beverage License for the City of Clarkston. I understand that holding this license is a privilege. I do hereby affirm and swear that the information provided herein is true, complete and accurate, and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application. I understand the City of Clarkston reserves the right to enforce any and all ordinances regardless of payment of license fee and further that it is my/our responsibility to conform with said ordinances in full. I hereby acknowledge that all requirements shall be adhered to. I can read the English language and I freely and voluntarily have completed this application. I understand that it is a felony to make false statements or writings to the City of Clarkston pursuant to O.C.G.A. §16-10-20.

  
 \_\_\_\_\_  
 Signature of Applicant or Agent

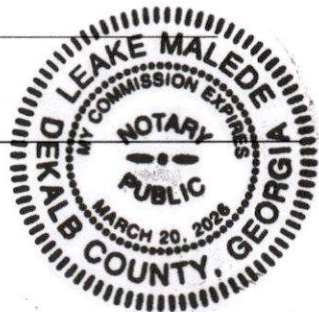
Yetayal Tesfaye Abebie  
 \_\_\_\_\_  
 Print or Type Name

I certify that Yetayal Tesfaye Abebie (name of applicant) personally appeared before me, and that he signed his name to the foregoing statements and answers made therein, and under oath, has sworn that said statements and answers are true.

This 19 day of July, 2024.

Leake Malede  
 \_\_\_\_\_  
 Notary Public

My commission expires on: \_\_\_\_\_





**BACKGROUND CHECK OWNERS/MANAGERS**

An Alcohol Permit Applications must include a background check for all owners, partners and managers.

Application must be made to the City of Clarkston Police Department, Municipal Courts, 3921 Church Street, Clarkston, GA 30021, (404) 292-9465

Hours: 9:00a.m. to 4:00p.m. Monday through Friday

Fees:

Owner/Manger Permits are \$50.00 which includes processing of Criminal History record

Payment Forms: Cash or Credit Card

Name: Yetayal Tesfaye Abebie Date: 07/19/2024

Business: Yetayal Enterprise LLC, DBA PONCE CAFE Title: OWNER/MANAGER

Are you an Owner or Manager?  Manager  Owner  Partner

If you are an Owner/ Manager have you obtained Personnel Statement from City Hall?  Yes  No

Do you consent to the Clarkston Police Department checking your criminal history?  Yes  No

Have you ever been convicted or has plead guilty or entered a plea of nolo contendere to any crime, misdemeanor, and/or felony involving moral turpitude, lottery, or illegal possession or sale of narcotics or liquors within a period of ten (10) years immediately prior to the filing of such application.  Yes, Please Explain  No

Are you currently serving probation?  Yes, Please Explain  No

**For Official Use Only**

**City Hall:**

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_ ID Paid:  Yes  No

**Police Department:**

Criminal History Record Checked?  Yes  No

Applicant is able to obtain Permit?  Yes  No, If no, please state reason for denial.

Permit No. \_\_\_\_\_

Signed By: \_\_\_\_\_ Date: \_\_\_\_\_ Name: \_\_\_\_\_  
Please Print Name

**ALCOHOLIC BEVERAGE PERSONNEL STATEMENT**  
**OWNERS/MANAGERS/ASSISTANT MANAGERS**

For Official Use Only

Type of License: \_\_\_\_\_

Business: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Instructions: This personnel statement must be executed under oath or affirmation by every person having any ownership or profit sharing interest in, or managing any place of business applying for license from the City of Clarkston, Georgia to sell or deal in alcoholic beverages or distilled spirits. Please type or print clearly in ink. If not legible, Statement will not be accepted. Each question must be fully answered. If the space provided is not sufficient, answer the question on a separate sheet and indicate in the space provided that such separate sheet is attached. A personnel statement, including two (2) passport-size photographs and two (2) fingerprint cards are required by Questions 31 and 32, for all owners/managers/assistant managers and must be submitted with every license application.

1. Yetayal Tesfaye Abebie

Full Name of Applicant and Address

2. Social Security Number: [REDACTED]

3. Driver's License Number: [REDACTED]

4. Date of Birth: [REDACTED] 1981

Place of Birth: [REDACTED]

5. U.S. Citizen A copy of verifiable identification must be provided at the time of application. Copy of driver's license or State photo ID card.

a.  by birth

b.  Naturalized

Date: 06/07/2013

Place: Atlanta

Court: Federal Court Atlanta

Petition Number: \_\_\_\_\_

Certificate Number: 35982245

Derived Parent Certificate Number(s) \_\_\_\_\_

Alien Registration Number: [REDACTED]

Native Country: [REDACTED]

Date of Port Entry: washington, Dc

6. How long have you been a legal resident of Georgia?

16 Years 6 Months

7. Marital Status

Single

Married

Widowed

Divorced

Separated

8. If married, give spouse's full name \_\_\_\_\_

9. Physical Description of Applicant

Blk Race

M Sex

\_\_\_\_\_ Height

\_\_\_\_\_ Weight

\_\_\_\_\_ Age

\_\_\_\_\_ Hair Color

\_\_\_\_\_ Eyes

10. Education and training specific to restaurant/alcohol field.

5 YEARS BARTENDER & RESTAURANT MANAGEMENT EXPERIENCE.

11. Have you ever used or been known by any other name

yes  No

12. List maiden name, names by former marriages, former names changed legally or otherwise, aliases or nicknames. For each, list the period which you were known by this name. N/A

13. Are you registered to vote in the state of Georgia

yes  No

County Registered DEKALB

Number of years registered 8yrs

14. For the last calendar year, did you file and pay any County property tax  yes ( ) No

15. For the last calendar year, did you file and pay any City property tax ( ) Yes  No  
Name of City \_\_\_\_\_

16. Employment record for the past ten (10) years (Give most recent experience first, is self-employed give details)

	From	To	Employer	Occupational Duties	Reason for Leaving
a.	04/01/2017	present	Mercy & Grace LLC	Truck driver	change corrior
b.	2013-2017		Crown & Ciyt.Cab	Taxi Driver	left for better pay
c.					
d.					
e.					
f.					
g.					
h.					

17. List, with your most recent place of residence first, all of your residences for the past ten (10) years

	Date From/To	Street	City	State
a.	07/01/2011 to Present			
b.				
c.				
d.				
e.				

18. Military Service ( ) Yes  No List Serial Number \_\_\_\_\_ Branch of Service \_\_\_\_\_  
Period of Service \_\_\_\_\_ Date of Discharge \_\_\_\_\_ Type of Discharge \_\_\_\_\_

19. Have you ever been convicted of a felony relating to violence, illegal substances, gambling, theft or alcohol use, or of a crime opposed to decency and morality, or who has been convicted of a crime involving violation of the ordinances of the city or any other city or county relating to the use, sale, taxability, or possession of malt beverages, wine or liquor, or violations of the laws of the state and federal government pertaining to the manufacture, possession, transportation or sale of malt beverages, wine or intoxicating liquors, or the taxability thereof within ten (10) years preceding this application? \_\_\_\_\_ Yes  No

20. Full name of dealer and trade name, if any, submitting application of which this personnel statement is a part.  
Yetayal Tesfaye Abebie

21. Position of applicant in dealer's business. OWNER/MANAGER

22. Does applicant have any ownership/profit sharing interest in the business? ( ) Yes  No

State annual salary of applicant or the estimated annual profit or compensation derived from this business.  
\_\_\_\_\_

23. Do you have any financial interest in any bar, lounge, tavern, restaurant, or other place of business where alcoholic beverages are sold and consumed on the business premises? ( ) Yes (✓) No if yes, explain \_\_\_\_\_

24. Do you have any financial or are you employed in any wholesale or retail liquor business other than the business submitting the license application of which this personnel statement is a part? ( ) Yes (✓) No if yes, give names and locations and amount of interest in each. \_\_\_\_\_

25. Do you have any financial interest or are you employed in any business engaged in distilling, bottling, rectifying or selling (wholesale, retail or manufacturing) alcoholic beverages in this state or outside this state which has not otherwise been disclosed in the statement. ( ) Yes (✓) No If yes, explain \_\_\_\_\_

26. Have you ever had any financial interest in an alcoholic beverage business which was denied a permit? ( ) Yes (✓) No if yes, explain \_\_\_\_\_

27. Has any alcoholic beverage business in which you hold or have held any financial interest or have been employed, ever been cited for any violation for the rules and regulations of the State Revenue Commission relating to the sale or distribution of distilled spirits? ( ) Yes (✓) No If yes, explain \_\_\_\_\_

28. Have you ever been denied a bond by a commercial surety company? ( ) Yes (✓) No if yes, explain \_\_\_\_\_

29. Are you related by blood, marriage or adoption to any persons engaged in any business handling alcoholic beverages, whiskeys or liquors in the State of Georgia. ( ) Yes (✓) No

30. Personal References. Give three (3) personal references, not relatives (i.e., former employees, fellow employees or school teachers who are responsible adults, business or professional men or women) who have known you well during the past five (5) years.

Name Melak Bishaw  
Residence \_\_\_\_\_  
Business Address \_\_\_\_\_  
Telephone Number \_\_\_\_\_ Number of years known 10 yrs

Name Leake Malede  
Residence \_\_\_\_\_  
Business Address \_\_\_\_\_  
Telephone Number \_\_\_\_\_ Number of years known 5yrs

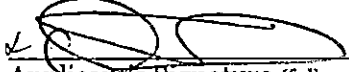
Name Tewodros A.Habte  
Residence \_\_\_\_\_  
Business Address \_\_\_\_\_  
Telephone Number \_\_\_\_\_ Number of years known 10

31. Attach two (2) passport-size photographs (front view). Write name on back of photographs and also the name of dealer submitting a license application. Initial here if such photographs are attached. YA \_\_\_\_\_

32. There must be submitted with this personal statement the fingerprints of applicant on two (2) fingerprint cards, which will be furnished to the City of Clarkston. Initial here that such fingerprint cards are attached. YA \_\_\_\_\_

**Verification**

I, \_\_\_\_\_, applicant, do solemnly swear, subject to criminal penalties for false swearing, that the statements and answers made by me to the foregoing questions in this application for a City of Clarkston license as a dealer in alcoholic beverage and distilled spirits are true, and no false or fraudulent statements or answer is made therein to procure the granting of such license. I hereby submit for an Alcoholic Beverage Privilege License Personnel Statement for the City of Clarkston. I do hereby swear or affirm that the information provided herein is true, complete and accurate, and I understand that any inaccuracies may be considered just cause for invalidation of this statement and any related application. I certify that neither I, nor any of the other owners of the retail or wholesale establishment, nor the manager of such establishment has been convicted or has plead guilty or entered a plea of nolo contendere to any crime, misdemeanor, and/or felony involving moral turpitude, lottery, or illegal possession or sale of narcotics or liquors within a period of ten (10) years immediately prior to the filing of such application. I understand the City of Clarkston reserves the right to enforce any and all ordinances regardless of payment of license fees and further that it is my/our responsibility to conform to said ordinance in full. I hereby acknowledge that all requirements shall be adhered to. I can read the English language and I freely and voluntarily have completed this application. I understand that it is a felony to make false statements or writings to the City of Clarkston pursuant to O.C.G.A. §16-10-20.

  
Applicant's Signature (full name in ink)

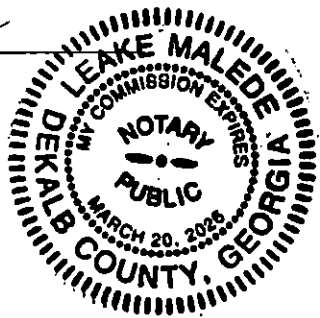
YETAYAL TESFAYE ABEBIO  
Applicant's Name (Print or Type)

I certify that YETAYAL TESFAYE ABEBIO (name of applicant) personally appeared before me, and that he signed his name to the foregoing statements and answers made therein, and under oath, has sworn that said statements and answers are true.

This 19<sup>th</sup> day of July, 2024

  
Notary Public

Seal:





## FINGERPRINTS NON-CRIMINAL JUSTICE APPLICANT'S PRIVACY RIGHTS

As an applicant that is the subject of a Georgia only or a Georgia and Federal Bureau of Investigation (FBI) national fingerprint/biometric-based criminal history record check for a non-criminal justice purpose (such as an application for a job or license, immigration or naturalization, security clearance, or adoption), you have certain rights which are discussed below.

- You must be provided written notification that your fingerprints/biometrics will be used to check the criminal history records maintained by the Georgia Crime Information Center (GCIC) and the FBI, when a federal record check is so authorized.
- If your fingerprints/biometrics are used to conduct a FBI national criminal history check, you are provided a copy of the Privacy Act Statement that would normally appear on the FBI fingerprint card.
- If you have a criminal history record, the agency making a determination of your suitability for the job, license, or other benefit must provide you the opportunity to complete or challenge the accuracy of the information in the record.
- The agency must advise you of the procedures for changing, correcting, or updating your criminal history record as set forth in Title 28, Code of Federal Regulations (CFR), Section 16.34.
- If you have a Georgia or FBI criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the agency denies you the job, license or other benefit based on information in the criminal history record.
- In the event an adverse employment or licensing decision is made, you must be informed of all information pertinent to that decision to include the contents of the record and the effect the record had upon the decision. Failure to provide all such information to the person subject to the adverse decision shall be a misdemeanor [O.C.G.A. § 35-3-34(b) and §35-3-35(b)].

You have the right to expect the agency receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of state and/or federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.

If the employment/licensing agency policy permits, the agency may provide you with a copy of your Georgia or FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, information regarding how to obtain a copy of your Georgia, FBI or other state criminal history may be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

If you decide to challenge the accuracy or completeness of your Georgia or FBI criminal history record, you should send your challenge to the agency that contributed the questioned information. Alternatively, you may send your challenge directly to GCIC provided the disputed arrest occurred in Georgia. Instructions to dispute the accuracy of your criminal history can be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

### PRIVACY ACT STATEMENT

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

  
\_\_\_\_\_  
APPLICANT SIGNATURE

07/19/2024  
DATE

  
\_\_\_\_\_  
NOTARY SIGNATURE

07/19/2024  
DATE





I authorize DeKalb County Police Department to conduct a fingerprint based criminal history record check of me, as a part of my City of Clarkston alcohol application.

I understand that DeKalb County Police Department will send my fingerprints to the Georgia Crime Information Center for a search of criminal history information in its files and to the Federal Bureau of Investigation for a search of its files when a federal record check is so authorized.

I understand that the electronic results of this fingerprint check will be received by DeKalb County Police Department and forwarded to the agency responsible for determining my suitability for the position for which I have applied.


I further understand that DeKalb County Police Department will not maintain a copy of my record and that DeKalb County Police Department meets all confidentiality and security requirements for handling and dissemination of state and federal criminal history record information.

DeKalb Police Headquarters  
3630 Camp Circle, Decatur, GA 30032- ground floor

Monday-Thursday 8:00-11:00am and 1:00 – 4:00pm

Must bring Photo ID, (Driver's License or US Passport) and \$5.00

Name: Yitayal Tesfaye Abebie

Signature: 

Date: 07/19/2024



YETAYAL T ABEBIE  
1400 SAXONY SQ  
STONE MOUNTAIN, GA 30083-1220

350

64-5/610 GA  
15337

07/19/2020  
Date

Pay To The Order Of CITY of CLARKSON \$ 3700.00  
Three thousand seven hundred & no/100 Dollars

**BANK OF AMERICA**

ACH R/T 061000052

For Alcohol license - New



⑆061000052⑆ 33401296435900350

Harland Clarke

**RECEIPT** DATE 7-19-2020 No. 557307

RECEIVED FROM Yetayal Enterprises LLC \$ 3700.00  
Three thousand seven hundred & no/100 DOLLARS

FOR RENT  
 FOR Alcohol license (change of owner ship)

ACCOUNT		<input type="radio"/> CASH
PAYMENT	<u>3700.00</u>	<input checked="" type="radio"/> CHECK
BAL DUE		<input type="radio"/> MONEY ORDER
		<input type="radio"/> CREDIT CARD

FROM \_\_\_\_\_ TO \_\_\_\_\_  
BY [Signature] 3-11

# STATE OF GEORGIA

Secretary of State

Corporations Division

313 West Tower

2 Martin Luther King, Jr. Dr.

Atlanta, Georgia 30334-1530

## CERTIFICATE OF ORGANIZATION

I, **Brad Raffensperger**, the Secretary of State and the Corporation Commissioner of the State of Georgia, hereby certify under the seal of my office that

**Yetayal Enterprise LLC**  
a Domestic Limited Liability Company

has been duly organized under the laws of the State of Georgia on **06/29/2024** by the filing of articles of organization in the Office of the Secretary of State and by the paying of fees as provided by Title 14 of the Official Code of Georgia Annotated.

WITNESS my hand and official seal in the City of Atlanta  
and the State of Georgia on **07/11/2024**.



*Brad Raffensperger*

Brad Raffensperger  
Secretary of State

**ARTICLES OF ORGANIZATION**

\*Electronically Filed\*  
Secretary of State  
Filing Date: 6/29/2024 11:35:40 AM

**BUSINESS INFORMATION**

**CONTROL NUMBER** 24132554  
**BUSINESS NAME** Yetayal Enterprise LLC  
**BUSINESS TYPE** Domestic Limited Liability Company  
**EFFECTIVE DATE** 06/29/2024

**PRINCIPAL OFFICE ADDRESS**

**ADDRESS** 3652 Market st ste C2, Clarkston, GA, 30021, USA

**REGISTERED AGENT**

<b>NAME</b>	<b>ADDRESS</b>	<b>COUNTY</b>
Yetayal Tesfaye Abebie	1400 Saxony square, stone mountain, GA, 30083, USA	Dekalb

**ORGANIZER(S)**

<b>NAME</b>	<b>TITLE</b>	<b>ADDRESS</b>
Yetayal Tesfaye Abebie	ORGANIZER	1400 saxony square, stone mountain, GA, 30083, USA

**OPTIONAL PROVISIONS**

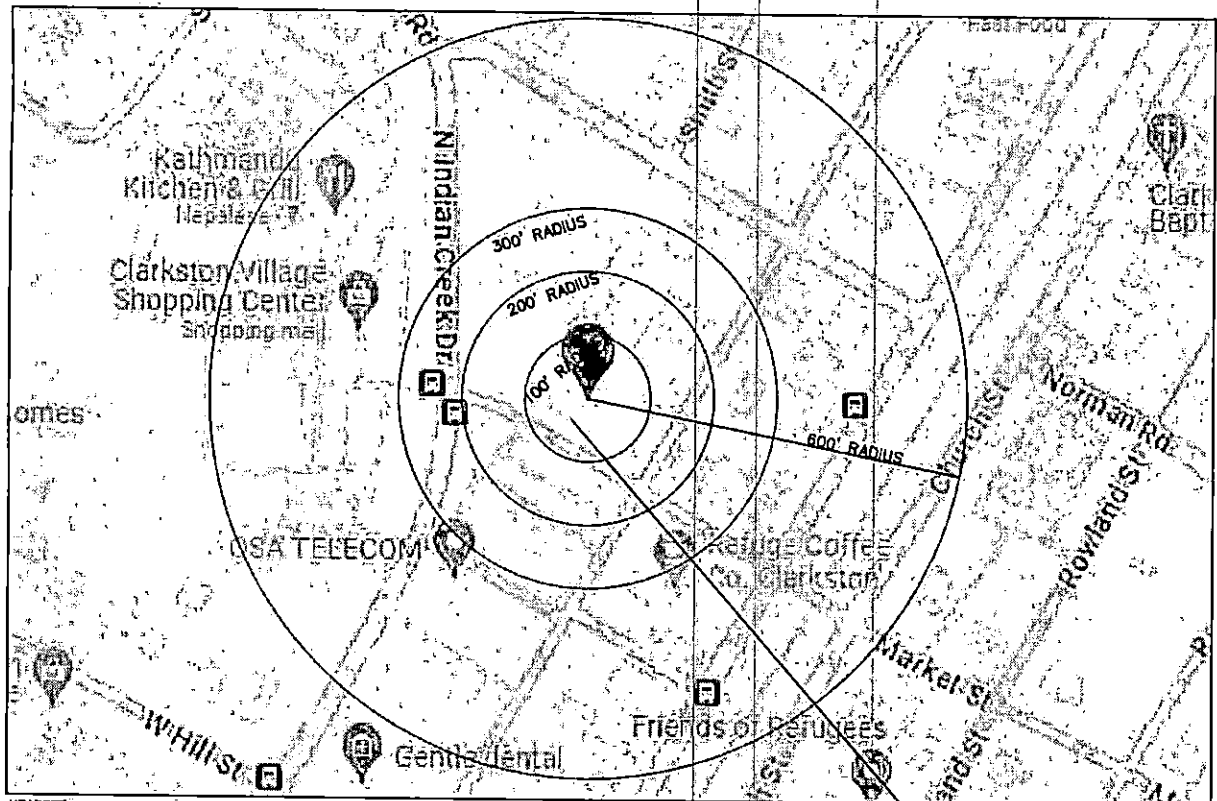
N/A

**AUTHORIZER INFORMATION**

**AUTHORIZER SIGNATURE** Yetayal Tesfaye Abebi  
**AUTHORIZER TITLE** Organizer



NOTE: DISTANCES ARE MEASURED IN A STRAIGHT LINE FOLLOWING STANDARD MEANS OF TRAVEL, FROM FRONT DOOR OF ESTABLISHMENT TO FRONT DOOR OR PROPERTY LINE OF RELEVANT BUSINESSES



FRONT DOOR OF  
3652 MARKET ST.  
SUITE # C  
CLARKSTON, GA 30021,  
UNITED STATES

**NEAREST:**

- CLOSEST SCHOOL: MILES 0.7 = 1232 YARDS STRAIGHT LINE 2589.99  
ATLANTA AREA SCHOOL FOR THE DEAF  
390 N. INDIAN CREEK DR. CLARKSTON GA. 30021
- CLOSEST CHURCH: MILES 0.3 = 538 YARDS STRAIGHT LINE 920.18  
CLARKSTON FIRST BAPTIST CHURCH  
3939 CHURCH ST. CLARKSTON GA. 30021
- CLOSEST PUBLIC LIBRARY: MILES 0.5 = 880 YARDS STRAIGHT LINE 1548.02  
CLARKSTON LIBRARY  
951 N. INDIAN CREEK DR. CLARKSTON GA. 30021
- CLOSEST RECREATION AREA: MILES 0.5 = 880 YARDS STRAIGHT LINE 2417.66  
FRIENDSHIP PARK  
4399 E. PONCE DE LEON AVE. 30021

PROPERTY ADDRESS:  
3652 MARKET ST,  
SUITE # C  
CLARKSTON, GA 30021

0 200  
SCALE 1" = 200'

LIQUOR LICENSE SURVEY  
FOR: YETAYAL ENTERPRISE LLC.  
DBA. PONCE CAFE  
YETAYAL T. ABEBIE

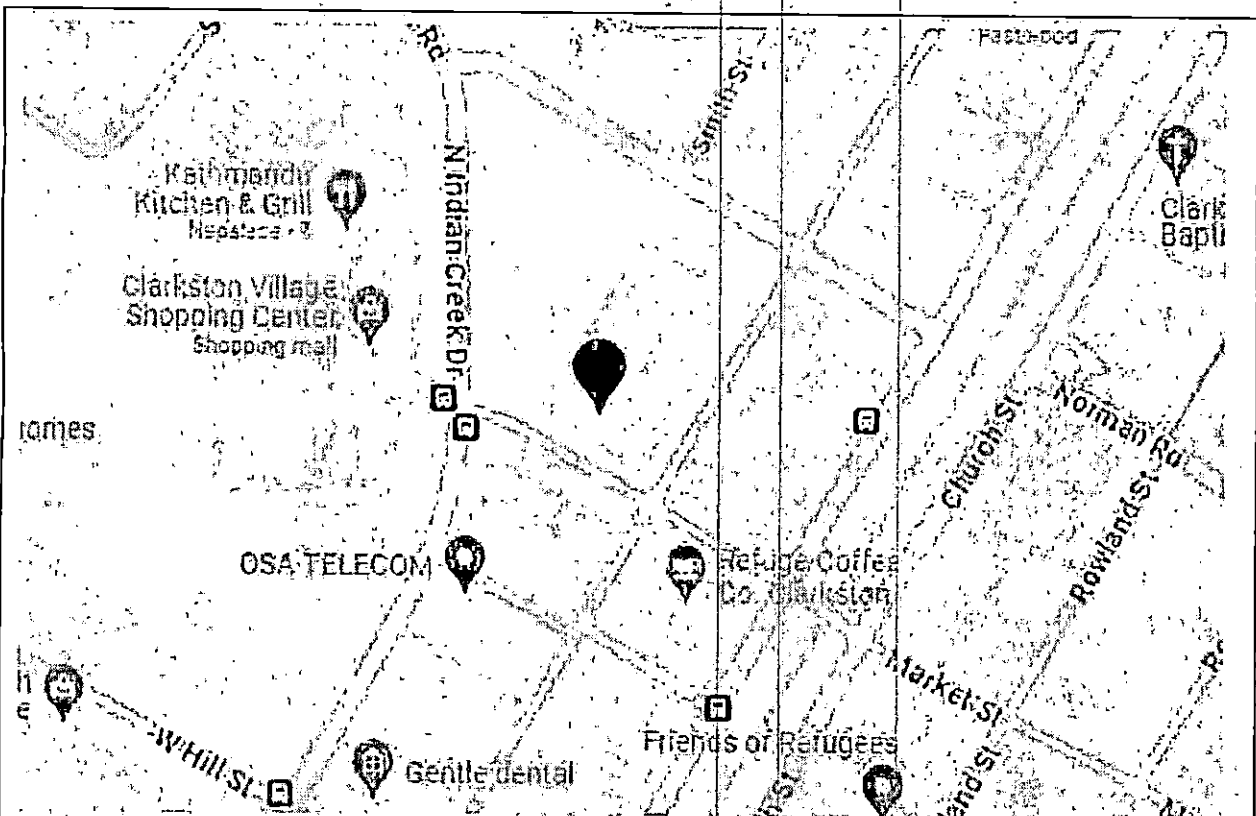
CLARKSTON

DeKALB COUNTY, GEORGIA      DATE 07-30-2024



SURVEY SYSTEMS & ASSOC., INC.  
660 LAKE DR, SW, SNELLVILLE, GA 30039  
COA # LSF000867

JOBORDERS@SURVEYSATLANTA.COM  
FAX (404)760-0011  
PHONE (404)760-0010



- CLOSEST SCHOOL: MILES 0.7 = 1232 YARDS STRAIGHT LINE 2589.99  
ATLANTA AREA SCHOOL FOR THE DEAF  
890 N. INDIAN CREEK DR. CLARKSTON GA. 30021
- CLOSEST CHURCH: MILES 0.3 = 528 YARDS STRAIGHT LINE 920.18  
CLARKSTON FIRST BAPTIST CHURCH  
3999 CHURCH ST. CLARKSTON GA. 30021
- CLOSEST PUBLIC LIBRARY: MILES 0.5 = 880 YARDS STRAIGHT LINE 1548.02  
CLARKSTON LIBRARY  
951 N. INDIAN CREEK DR. CLARKSTON GA. 30021
- CLOSEST RECREATION AREA: MILES 0.5 = 880 YARDS STRAIGHT LINE 2417.66  
FRIENDSHIP PARK  
4399 E. PONCE DE LEON AVE. 30021


**Zoning and Code Compliance Review of:  
Yetayal Enterprise LLC DBA Ponce Cafe  
3652 Market St Ste C2  
Clarkston, GA 30021**

The property is located in the Town Center zoning district. According to the Zoning Ordinance, eating and drinking establishments are a permitted use in the Town Center district.

**Article 3, Chapter 1, Sec. 3-55 (a-f). – states the proximity of establishment to school ground, church, library, public park, or adult entertainment establishment.**

(a) The **proximity** requirement has been met. There are no school grounds within 100 yards of the establishment property line.

(b) The **proximity** requirement has been met. There are no public park grounds within 100 yards of the establishment property line.

The **proximity** requirement has been met. The entrance from the place of business for the retail sale of beer, malt beverages or wine in original packages is 181 yards to church located at 4162 East Ponce De Leon Ave

(c) The **proximity** requirement has been met. There are no libraries located within 200 yards of the entrance to the place of business for the retail sale of beer, malt beverages or wine in original packages.

The **proximity** requirement is **NOT** in compliance with this section of the City Code. The entrance from 3652 Market St Ste C2 to the entrance of Lambadina cafe located at 3652 Market St Ste E is 26 yards. This is an existing establishment licensed for the retail sale of beer, malt beverages or wine in original packages.

(d) The **proximity** requirement has been met. There are no known adult entertainment establishments located within 100 yards of the entrance of the establishment.

(e) The **proximity** requirement has been met. The entrance from 3652 Market St Ste C2 to the entrance of the single-family residence located at 3600 W Hill St Clarkston, GA is 269 yards.

CITY OF CLARKSTON

ITEM NO: 6C

CLARKSTON CITY COUNCIL MEETING

BUSINESS AGENDA / MINUTES

ACTION TYPE:  
Discussion

HEARING TYPE:  
Work Session

MEETING DATE: August 27, 2024

**SUBJECT:** To discuss continuation of the audio-visual services by Ikon Filmworks until October 1, 2024 for the council work sessions, council meetings, and special called meetings in an amount not to exceed \$25,000 to be funded out of Professional Services.

DEPARTMENT: City Administration

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages:

INFORMATION CONTACT: Tammi Saddler Jones  
PHONE NUMBER: 404-296-6489

**PURPOSE:** To discuss continuation of the audio-visual services by Ikon Filmworks until October 1, 2024, for council work sessions, council meetings, and special called meetings in an amount not to exceed \$25,000 to be funded out of Professional Services.

**NEED/ IMPACT:** The City engaged the services of Ikon Filmworks in November 2023 to provide audio visual services for council work sessions and regular council meeting. The City Council approved for the services to be continued from January 1, 2024, through August 1, 2024.

With this in mind, a Request for Proposal (RFP) to obtain bids from companies was posted on July 12 to Georgia Procurement Registry, BidNet and the City’s Website. It closed on July 30, 2024, and only 2 bids were received. On August 2, 2024, it was subsequently discovered that the Georgia Procurement Registry failed to “go live” with our solicitation on their website. As a result, we had to reject the two bids received and re-advertise the bid.

The Bid was re-opened on August 8 and will close on September 4, 2024. A mandatory pre-bid meeting was scheduled for Thursday, August 22, 2023, where multiple vendors attended. We expect to have a recommendation for the award of the AV Services Bid to the most responsive and most responsive bidder included on the September 24, 2024, work session and the October 1, 2024, city council meeting with an effective date of on or around October 8, 2024.

**RECOMMENDATIONS:**

Staff recommends approval of the continuation of the audio-visual services by Ikon Filmworks until October 1, 2024, for council work sessions, council meetings, and special called meetings in an amount not to exceed \$25,000 to be funded out of Professional Services.



CITY OF CLARKSTON

ITEM NO: 6D

WORK SESSION/ CITY COUNCIL MEETING

HEARING TYPE:  
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:  
Discussion

MEETING DATE: AUGUST 27, 2024

**SUBJECT:** The City Council to appoint a member to fill the vacancy on the Clarkston Historic Preservation Commission.

DEPARTMENT: PLANNING & ECONOMIC DEVELOPMENT

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages:

INFORMATION CONTACT: Lisa Cameron  
PHONE NUMBER: (404) 296-6489

**PURPOSE:** To fill a vacancy on the Clarkston Historic Preservation Commission to conduct the role and responsibilities of preserving the historical, cultural, and aesthetic heritage of the City as established in the Zoning Ordinance.

**NEED/ IMPACT:** Historic preservation not only maintains, restores, and rehabilitates historic and cultural resources for future generations, but also identifies what is unique about a community and creates a sense of place. Preserving sites and structures with historical significance can also revitalize traditional downtowns, spur tourism, and create a vibrant local economy.

Pursuant to Chapter 15-33 of the City Code, the commission shall consist of three (3) members, two (2) appointed by the city council, and one (1) appointed by the mayor. All members shall be residents of Clarkston and shall be individuals who have demonstrated special interest, experience or education in history, architecture, or the preservation of historic resources.

**RECOMMENDATION:** The city council appoint by vote.





### HISTORIC PRESERVATION COMMISSION APPLICATION

First Name: Robyn		Last Name: Sands	
Home Address: [REDACTED]			Years in Clarkston: 4
Phone Number: [REDACTED]	Cell <input checked="" type="checkbox"/>	Home <input type="checkbox"/>	E-mail: [REDACTED]
Work (if applicable) Company: Oracle Corp		Title: Systems Architect	
Work Phone Number:		E-mail:	

List your Background, Experience, and number of years (Planning Professional – 4yr, Architecture – 2 yr., History – 2 yr., etc):

My bachelors degree is in Operations Management/Research, plus I have a master's degree in Quality Engineering. My majors and career were selected because I was a young single mother and needed a job that paid well. Although my first choice of a major was art and literature, I needed to make the sensible choice and back then, no one was telling young girls they could be architects.

Fortunately building data systems contains hints of building structures and I thrive on solving complex problems.

Please explain why you are, interested in serving on the Commission. Be sure to include any pertinent professional and/or community experience.

My main qualification is a love of history and a long standing appreciation of architecture and design. My family moved to Orange, CA when I was 13, near the historic district, so I was surround by beautiful, old buildings, and my appreciation of them has never left me. My photos from my travels likely contains more photos of structures anything else, as I find the differences in buildings and homes in various cities, states and countries to be fascinating and a strong reflection of how the people of that area live.

Are you willing and available to attend training sessions on-site and/or off-site if provided by the City?

Yes     No

**\*\*Please attach your resume with this application\*\***

I understand that I am applying for appointment to a Commission office for the City of Clarkston; that the appointing authority may require an interview prior to consideration for appointment; that if appointed, I will be required to uphold the City's charter and ordinances; that I may be removed from office for any reason permitted by law or City charter. I agree to comply at all times with all requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in this application are true to the best of my knowledge.

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Aug 6 2024

# Robyn Anderson Sands

Mobile: [REDACTED]

## SUMMARY

I am a performance-focused data analyst, database architect and engineer with 35 years of experience working with data and database products. I am seeking an opportunity to work with a strong team to solve complex system, data and software issues, and a role that will allow me to continue to develop my skills while sharing my knowledge and experience with my team members and customers, with a primary goal of serving the needs of customers and the community.

I have worked with Oracle database products for most of my career, from version 7.0 through 19c, but also have experience with Druid, Hive, HBase, HDFS, MySQL, SQL Server, Sybase and DB2, as well as SAP and PeopleSoft ERP products. I have presented at multiple Oracle user group and database performance conferences, and have co-authored three books in the Oracle Expert series published by Apress. My background in aerospace manufacturing and quality engineering gives me a unique perspective on database design, with a focus on building reliable, scalable and consistently performing database systems requiring a minimal amount of maintenance and support.

## EXPERIENCE

### Oracle Corporation

*February 2021 to present*

#### Systems Architect

- Optimized complex queries and underlying data structures to ensure reliable performance for customers of varying sizes.
- Worked with multiple teams and provided detailed information for new techniques to achieve common goals.
- Research and test various big data system and observability tools.

### Apple, Inc.

*October 2016 to February 2021*

#### ICT-5

- Optimized the existing large scale Oracle Exadata system, application design and query code, stabilizing systems, improving performance and minimizing requirements for ongoing support.
- Ongoing optimization of Apache Druid implementation.
- Queries and data analysis using various data sources including Druid, Hive and MySQL.
- Planned system capacity requirements for future production builds to ensure performance targets were achieved.
- Research and test various big data system and observability tools.

### Oracle Corporation

*June 2011 to October 2016*

#### Database Performance Engineer

Oracle Development, Real-World Performance team

- Competitive benchmarks and proof of concept testing
  - o Exceeded customer requirements and achieved technical wins for all assigned competitive projects.
  - o Designed scalable platforms and queries for benchmarks to produce accurate data with the fastest runtimes.
- Performance escalations with top Oracle customers
  - o Resolved performance related issues for Oracle's largest Exadata customers, including revisions to customer code.
  - o Evaluated performance of customer systems, provided recommendations for system, database design and application modifications resulting in performance gains ranging from 30x to 2000x.

- Performance consultant to internal application development teams
  - o Tested Oracle developed products, identified targets for improvement
  - o Provided internal teams with functional examples of recommended code changes
  - o Supported developers by providing feedback throughout the product redesign
- Identification of performance bugs within Oracle products.
- Instructor for RWP performance courses.

## **Cisco Systems**

*January 2003 to June 2011*

### **System Design Architecture Manager**

*Nov 2007 to June 2011*

Database architect for the embedded database providing the geo-location, device identification and billing data for AT&T's MicroCell product, using the Oracle 11g database with the Spatial, Data Guard and Diagnostic packages. Translated customer's requirements to a schema and code design capable of supporting long-term capacity expectations, and documented the design and performance targets for SQL, PL/SQL and Java developers. Managed the remote development team writing the database application code, and verified the code met requirements prior to implementation. Coordinated work with the hardware and front-end architects to integrate the database into the total system architecture.

Developed an internal performance measurement tool to record individual process performance over time, creating an information store that can be used with the Oracle Diagnostic Pack to isolate system resource bottlenecks. This tool provides historical process performance data, supporting the team's ability to troubleshoot an issue long after it occurred and identify a solution to prevent its reoccurrence. Also provided performance and capacity testing expertise to demonstrate the database's capability under the anticipated long-term requirements, exceeding all customer expectations.

Evaluated the database design of existing products developed by Scientific Atlanta's System Software Engineering team. Tested and implemented changes to improve both performance and scalability. Changes included a new partitioning strategy with tools to create, maintain and purge older partitions without impacting data availability or system performance. Also redesigned schema statistics collection methods, determining the unique characteristics of the data and creating a custom but automated method to provide reliable information to the cost based optimizer. These improvements eliminated several reoccurring performance issues, resulting in a more consistent product for the customer and fewer customer support issues.

Researched new product concepts and database tools for large scale analysis of click stream advertising data for a future product. Provided information to developers to improve their ability to write code capable of performing to requirements.

### **IT Architect** (Scientific Atlanta)

*Jan 2003 to Nov 2007*

Provided database expertise for all enterprise Oracle database systems, including the SAP, data warehouse and the Agile application databases. Developed a new approach to measuring performance by tracking variance in completion times to target application code creating bottlenecks in the system. Produced a measurable and significant reduction in the total processing time for the nightly job processes and reduced the job exceptions requiring intervention by Operations and on call support teams. Championed and led a Root Cause project to focus on resolving the underlying issues that led to repeat system outages, reducing after hours support calls from a high of 130 per month to less than 20 per month in 6 months.

Served as the project and technical leader for two major Oracle upgrades. Led a cross-functional team in planning, testing and upgrading of all enterprise databases from Oracle 8i to Oracle 9i, and later managed a subsequent project to upgrade all systems from Oracle 9i to Oracle 10g. Coordinated the efforts of database administration and application development teams to identify and resolve all issues related to the upgrade, and worked with third party vendors to ensure all changes were implemented successfully without any negative impact on application functionality or performance. Received an award for Exceptional Leadership from the CIO.

Served as Technical Lead on the DST 2007 project for all layers of enterprise IT products and services, including database, operating system, application and network system changes required to support the

Energy Policy Act of 2005. Coordinated work across multiple teams to ensure that all application and system changes were implemented correctly to mitigate impact of the change on systems and end users.

### **iTeam Technologies, Inc.**

*August 2001 to December 2005*

#### **Principal Database Consultant**

Evaluated customer data and system needs, and recommended appropriate solutions. Provided database administration services, including installation, configuration, capacity planning, logical and physical designs, backup and recovery strategies, performance tuning, security and system/network troubleshooting. Assisted in the development of database standards and appropriate documentation. Designed a consumer opinion tracking and reporting database. Supported the implementation of an e-commerce storefront with an Oracle database backend. Customized the database, extending the design to track more detailed customer information. Designed and implemented an interface to the customer's mainframe ordering system to expedite the ordering process and integrate purchase information with the accounting system using SQL, PL/SQL and Perl.

### **Lend Lease Real Estate Investments**

*November 1999 to August 2001*

#### **Senior Database Administrator, Architecture Group**

Provided database expertise for system design, development and production phases of a global PeopleSoft project supporting over 10,000 employees throughout the United States, the United Kingdom, and Australia. This implementation was exceptionally complex, requiring integration of the US and AsiaPac Human Resources modules, in addition to multiple data conversion and migration projects following four large corporate acquisitions. Responsible for database system design, capacity planning, performance tuning and backup/recovery implementation, and disaster recovery testing/validation. Provided problem analysis and troubleshooting expertise for databases, SQL and PL/SQL code and the PeopleSoft application software.

### **Emory University, Information Technology Division**

*April 1998 to November 1999*

#### **Database Administrator**

Key member of a cross-functional team responsible for development and implementation for a major PeopleSoft system comprised of both the Human Resource and Student Administration modules. Provided development support including change control and code migrations. Assisted developers by measuring performance and providing information to optimize code and improve system resource usage. Ensured systems were consistently deployed and configured to maximize system availability and performance.

Provided database expertise for campus-wide Oracle database systems used by both Emory employees and students. Key member of a cross-functional team tasked with the implementation of a new facilities management system and migration from the legacy mainframe system. Designed a community events database and supported the Cold Fusion web implementation. Implemented the NetID database for campus wide DNS resolution. Provided database administration support including installations, configuration, upgrades, backup/recovery and performance tuning.

### **Lockheed Martin Aeronautical Systems**

*June 1989 to April 1998*

#### **Senior Engineering Technologist**

Responsible for the analysis/implementation of major modules within Enterprise Product Data Management system and coordination across functional areas to achieve process re-engineering. Designed and developed a multi-user database system for communication of problem reports to Engineering from both Operations and Engineering groups, using Oracle7, SQL and the Developer 2000 tool set. Responsible for both the logical and physical database design. The resulting system supported C-130J personnel from engineering through the flight line, and it remained in use through at least 2003.

Supported F-22 program with production scheduling data, analysis and special studies. Completed design, development and implementation of database applications to gain visibility of operations requirements resulting from released Engineering. Designed and implemented a database toolset to perform capacity studies for the F-22 composite fabrication processes through 2012. Developed a schedule simulation program to perform change analysis over a ten-year time period, which later served as a model to restructure the logical and physical database design for Lockheed's inventory control system.

## **PUBLICATIONS**

### **Expert PL/SQL Practices: for Oracle Developers and DBAs**

Co-Author  
Apress, July 2011

### **Pro Oracle SQL**

Co-Author  
Apress, 1<sup>st</sup> edition November 2010, 2<sup>nd</sup> edition October 29, 2013

### **Expert Oracle Practices, Oracle Database Administration from the Oak Table**

Co-Author  
Apress, January 2010

### **An Industrial Engineer's Approach to Managing Oracle Databases**

SELECT Journal, Volume 16 Second Quarter 2009

## **EDUCATION**

### **Master of Science, Quality Engineering**

Southern College of Technology, Marietta, GA

### **Bachelor of Science, Operations Management/Research, Cum Laude**

California State Polytechnic University, Pomona, CA

## **CERTIFICATIONS**

### **Project Management Professional**

Project Management Institute, 2007