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3921 CHURCH STREET ♦ CLARKSTON, GEORGIA 30021

(404) 296-6489 ♦ 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 MEETING AGENDA

TUESDAY, SEPTEMBER 3, 2024 - 7:00PM
IN-PERSON/ HYBRID

1. CALL TO ORDER

2. ROLL CALL

3. PRESENTATION/ ADMINISTRATIVE BUSINESS

To approve the following meeting minutes:

- A. 05/28/2024 – City Council Work Session Meeting
- B. 08/08/2024 – City Council Meeting
- C. 08/27/2024 – City Council Work Session Meeting

4. REPORTS

- A. Planning/Economic and Development Report
- B. City Manager’s Report
- C. City Attorney’s Report
- D. Council Remarks
- E. Mayor’s Report

5. PUBLIC COMMENTS

Any member of the public may address the Council during the time allotted for public comment. Each attendee will be allowed 3 minutes for comments at the discretion of the Presiding Officer. The public comment period will be limited to 40 minutes, and it is not a time for dialogue. If your public comment contains a series of questions, please submit those to the City Clerk in writing. This will facilitate follow-up by the council or staff. The City Council desires to allow an opportunity for public comment; however, the business of the city must proceed in an orderly, timely manner.

6. OLD BUSINESS

- A. To consider a resolution confirming the 2024 SPLOST II Resurfacing Project List.

7. CONSENT AGENDA

- A. To consider 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 consider 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 consider 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.



8. NEW BUSINESS

- A.** To defer 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 to the September 24 Work Session and October 1 City Council Meeting.
- B.** To consider 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 consider continuation of the audio-visual services by Ikon Filmworks until November 1, 2024, for the council work sessions, council meetings, and special called meetings in an amount not to exceed \$30,000 to be funded out of Professional Services.
- D.** To consider appointing a member to fill a vacancy on the Clarkston Historic Preservation Commission.

9. ADJOURNMENT

PUBLIC PARTICIPATION BY VIDEO CONFERENCE

The City of Clarkston, Georgia will conduct the City Council Meeting at 7:00 p.m. on Tuesday, September 3, 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_i5REc0znTsWF7h0Z_6d4rA

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

MINUTES OF A WORK SESSION
OF THE CITY COUNCIL OF CLARKSTON, GEORGIA
HELD BY TELECONFERENCE, ZOOM AUDIO/VIDEO
IN SAID CITY ON TUESDAY, MAY 28, 2024

On the 28th day of May 2024, at 7:00 p.m., the City Council of Clarkston, Georgia met in a Work Session in-person and by teleconference, Zoom Audio/Video in said City. Mayor Burks called the meeting to order. Mayor Beverly Burks and the following members of the City Council were present: Councilmembers Jamie Carroll, Yterenickia Bell (Virtually), Susan Hood, and Mark Perkins. Absent: Vice Mayor Debra Johnson. The following City staff were present: Tammi Saddler Jones (Interim City Manager); Dan Defnall (Finance Director); Christine Hudson (Police Chief); Lisa Cameron (Planning and Economic Development Director); Melissa Peñate (Interim City Clerk); and Stephen Quinn (City Attorney).

NOTE: Items appearing in these minutes are in the order they were discussed, not necessarily in the order they appeared on the agenda.

1. CALL TO ORDER

2. ROLL CALL

Present: Mayor Beverly H. Burks, Councilmembers Jamie Carroll, Susan Hood, and Mark Perkins.

Virtual: Councilmember Yterenickia Bell

Absent: Vice Mayor Debra Johnson

3. PUBLIC COMMENTS

Mayor Burks read the Resident Comment Policy.

4. PRESENTATION/ ADMINISTRATIVE BUSINESS

A. Presentation by the Clarkston Development Foundation (CDF) about the Early Learning Task Force and the Tell Me A Story Programs. Presented by Roberta.

5. OLD BUSINESS

A. To discuss an ordinance amending Chapter 3 of the Code, regarding alcoholic beverages, to allow “late night sales” for consumption on the premises subject to certain conditions.

Interim City Manager, Tammi Saddler Jones stated that the Mayor and Council asked for staff to submit information on what other cities are doing in regards to this item.

Avondale Estates, Decatur, Stone Mountain, Doraville, and Dunwoody were a few of the surrounding cities that were looked into.

The Council briefly discussed the item. Additional information is needed.

This item will be placed on the next City Council Meeting regular agenda.

- B. To discuss an ordinance to amend the City Charter to authorize the city manager to purchase certain goods and services and to enter into certain contracts on behalf of the City.

Interim City Manager Tammi Saddler Jones, stated that currently the City Manager has zero spending capability. The changes proposed an amount of \$25,000 spending limit.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

- C. Discuss approval of an ordinance by the City of Clarkston to amend Chapter 2 of the City Code regarding Administration to establish a new procurement policy and for other purposes.

Interim City Manager, Tammi Saddler Jones, stated that currently the City Manager has zero contracting authority. Staff recommends approval an Ordinance by the City of Clarkston to amend the Chapter 2 of the City Code, regarding Administration, to establish a new procurement policy; and for other purposes.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting regular agenda.

- D. Discuss an ordinance to repeal existing and adopt new Article III of Chapter 5 of the City's Code regarding Floodplain management and Flood Damage Prevention.

City Engineer, Larry Kaiser, stated that the Environmental Protection Division's (EPD) Municipal Separate Storm Sewer System (MS4) program requires that municipalities adopt an updated Floodplain Management/Flood Damage Prevention Ordinance.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting regular agenda.

6. NEW BUSINESS

- A. Discussion about approval for a Citywide Operational and Performance Assessment and the Implementation to be conducted by Maudlin & Jenkins, LLC for an amount not to exceed \$193,420 to be funded out of the general fund (\$138,560 for the Assessment and \$54,860 for the Implementation from the results of the Assessment).

Interim City Manager, Tammy Saddler Jones, stated that Maulding & Jenkins, LLC quoted the city \$193,420 for the Citywide Operational and Performance Assessment and the Implementation. Her recommendation is to postpone the contract and to pushout a

Request for Proposal.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting regular agenda.

B. Discussion of upcoming Special Called Election to fill a vacancy.

Interim City Manager, Tammi Saddler Jones, announced that on Thursday, March 7, 2024, City Councilmember Awet Eyasu effectively resigned from his seat on the Clarkston City Council by qualifying to run for the elected office of Dekalb County School Board Member.

The City of Clarkston City Council will need to declare the vacancy and call a special election to be held on November 5, 2024, to elect a person to serve the remainder of Mr. Eyasu's term of office through the end of 2027.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

C. Discussion to adopt Resolution Authorizing, Among Other Things, Amending the FY2023 Operating Budget from \$12,357,457 to \$12,469,977.

Finance Director Dan Defnall stated that as part of our annual audit review, the Georgia Department of Accounts and Audits (GDAA) monitors our budget vs. actuals reports at the legal level of control, which for the City of Clarkston is by fund and departmental level. This budget amendment is needed to correct the FY2023 Amended budget appropriations based on actual expenditures in FY2023 to be compliant with the GDAA.

The Fiscal Year 2023 General Fund total budgeted revenues were amended to \$7,516,880 in August 2023 with budgeted General Fund Expenditures budget of \$7,516,880. This final amendment to General Fund Revenues is a decrease of \$13,700 to General Fund expenditures and revenues to bring the final amended General Fund Budget amount to \$7,503,180 for both Revenues and Expenditures. These budget amendments are to reallocate budgeted line items between departments and specific line items.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

D. Discussion about approving a renewed contract from Sears Pool Management Consultants, Incorporated in the amount of \$75,825 to be funded out of the Parks Budget

Public Works Manager, Rodney Beck, stated that: The Sears Pool Management

Consultants, Incorporated will service the Milam Park pool operations and pool maintenance services for the Clarkston Community. In 2023 the City spent \$65,370 for pool operations and maintenance after the need to hire additional lifeguards during the summer. Also, in 2023 the City paid an additional \$11,057 to Sears Pool to provide a security officer at the pool.

The contract increase includes pay increases for lifeguards and additional lifeguards during the summer. No security costs have been allocated for 2024 as we anticipate hiring a Parks & Recreation Manager staff person assigned to assist with pool this year.

The pool will open for the season on May 23, 2024, and will close on September 2, 2024. The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

E. Discussion the adoption of Resolution to Declare Property Surplus for City of Clarkston

Interim City Manager, Tammi Saddler Jones, stated that the City of Clarkston's Public Works Department requests that the following vehicles be declared as obsolete and surplus the equipment's to be auctioned for sales: 2008 Ford Truck F150 VIN# 1FTRF12208KD52635; 2008 Ford Truck F150 Vin# 1FTRF12248KF00026.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

F. Discussion concerning Russell Landscaping Streetscape Right-of-Way Mowing Contract Extension and CSX Right-of-Way Mowing Addendum in the amount of \$70,000 to be funded out of the 40-4000-523140

Interim City Manager, Tammi Saddler Jones, stated that the city prepared a Request for Proposals (RFP) in early 2023 for a right-of-way maintenance of the streetscape project areas (areas (East Ponce de Leon, Market Street and Norman Road), including Rowland Street and the Church Street off-ramp landscape area.

City staff requested that Russell Landscaping's interest in extending the existing base contract and scope of work for 2024 (March 1st, 2024 to March 1st, 2025). Russell agreed with a 2% increase in the base contract due to labor costs.

Interim City Manager recommends approval of an amendment to the contract with Russell Landscaping in the amount of \$70,000 to be funded out of 40-4000-523140. The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

- G. Discuss the purchase of white and yellow roadway reflectors to be installed on a section of East Ponce de Leon to improve traffic safety in the amount of \$10,000 to be funded out of SPLOST.

Interim City Manager, Tammi Sadler Jones, stated that the city has observed and reported on vehicles exiting the roadway eastbound on East Ponce de Leon, from Mell Ave to Jolly Ave (1300 feet), for many years. Prior to the installation of the safety fence, landscaping and concrete curb and gutter as components of the Streetscape Project, vehicles would cross over the shoulder (little or no curb existed) and down the railroad embankment and occasionally would come to rest on or near the tracks.

With the streetscape project, cars exiting the roadway jump the curb and come in contact with the trees and/or the fencing. Since 2018, there have been at least 12 incidents of vehicles exiting the roadway in this section of East Ponce de Leon. The cost to the city (insurance claims) is well over \$50,000.

Interim City Manager recommends approval of the purchase of white and yellow roadway reflectors to be installed on a section of East Ponce de Leon to improve traffic safety in the amount of \$10,000 to be funded out of SPLOST.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

- H. Discussion concerning the next steps for the 40 Oaks Nature Preserve Farm House - Renovate or Demolish.

Interim City Manager, Tammi Saddler Jones, stated that the City purchased 40 Oaks Nature Preserve from Dekalb County in 2017. The 40 Oaks Farmhouse is located on this property and was in need of renovation. The cost of renovation is more than demolition.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting regular agenda.

- I. Discuss the Street Name Change Procedure to implement Resolution No. 2023-026 authorizing to change the name of Smith and Lincoln Streets to Patricia Davis Drive.

Lisa Cameron, Planning & Economic Development, stated that the Zoning Ordinance needs to be amended to include the process and procedures for a Street Name Change.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting regular agenda.

- J. Discuss the Resolution Designating the City Clerk as Open Records Officer.

Interim City Manager, Tammi Saddler Jones, stated that in an effort to improve the way the City handles open records requests, it is recommended by the City Attorney that the City Council approve a resolution designating the City Clerk as the “records custodian.”

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

- K. Discuss the 2024 Juneteenth Celebration scheduled for Saturday, June 15, 2024, from 10a.m. to 3 p.m.

Yolanda McGee requested that the Council establish a vendor fee for Juneteenth Celebration. Local businesses will be charged \$50.00 while businesses outside the city limits will be charged \$75.00. Vendors that are providing resources will not be charged.

The Council briefly discussed the item.

This item is an admin item, not to be on the next agenda.

- L. Discuss approval of a Resolution designating “Georgia Cities Week” from April 21 to April 27, 2024.

Interim City Manager, Tammi Saddler Jones, presented the council with the Georgia Municipal Association (GMA) “Georgia Cities Week” resolution. GMA sponsors the week from April 21 through the 27 to showcase and celebrate cities and their many services. This year’s theme is Soaring to New Heights. Economic Development Director, Jacob Bouie, is coordinating the week-long events for the city.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

- M. Discuss repealing of a resolution Council Chambers Capacity Limit in response to the COVID-19 pandemic.

City Attorney, Stephen Quinn, stated that during the COVID-19 pandemic, the Mayor and Council passed a resolution to minimize the number of attendees in the Council chambers. This resolution would repeal said resolution and allow the full capacity of 75 persons that was established by the Fire Marshall.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

7. EXECUTIVE SESSION

Called to order by Councilmember Carroll to discuss a real estate matter, seconded by Councilmember Perkins. Motion

Councilmember Carroll made a motion to adjourn the executive meeting, seconded by Councilmember Perkins at 9:53 p.m.

8. ADJOURNMENT

Councilmember Carroll made a motion to adjourn the meeting. Councilmember Perkins duly seconded the motion. Mayor Burks called for the vote and declared the meeting adjourned (4-0).

The meeting was adjourned at 9:55 p.m.

ATTEST:

Melissa Peñate, CMC
Interim City Clerk

Beverly H. Burks
Mayor

MINUTES OF A REGULAR MEETING
OF THE CITY COUNCIL OF CLARKSTON, GEORGIA
HELD IN-PERSON AND BY TELECONFERENCE, ZOOM AUDIO/VIDEO
IN SAID CITY ON THURSDAY, AUGUST 8, 2024

On the 8th day of August 2024, at 7:00 p.m., the City Council of Clarkston, Georgia met in regular session in-person and by teleconference, Zoom Audio/Video in said City. Mayor Beverly Burks called the meeting to order. The following members of the City Council were present: Vice Mayor Debra Johnson and Councilmembers Yterenickia Bell; Jamie Carroll; Mark Perkins; and Susan Hood. Absent: None. The following City staff were present: Tammi Saddler Jones (Interim City Manager); Dan Defnall (Finance Director); Christine Hudson (Police Chief); Lisa Cameron (Planning and Economic Development Director); Tomika R. Mitchell (City Clerk); and Stephen Quinn (City Attorney).

NOTE: Items appearing in these minutes are in the order they were discussed, not necessarily in the order they appeared on the agenda.

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2. ROLL CALL

All Councilmembers were present.

3. ADMINISTRATIVE BUSINESS/ PRESENTATION

A. To approve minutes the following meetings:

- 07/02/2024 – City Council Meeting
- 07/30/2024 – City Council Work Session Meeting

Councilmember Perkins made a motion to approve the minutes. Vice Mayor Johnson duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

4. REPORTS

A. Planning/Economic and Development Report.

- Attended the ConnectATL Summit in July to discuss the state moving forward from GV to NV.
- There are two applications for the vacancy on the Historic Preservation Commission.
- The Economic Development Department Initiative update along with Land Use Planning.

B. City Manager's Report

- Introduced new employees to the Mayor and Council.
- Chie Hudson gave an update on the steps the police department is taking to address gun violence.

C. City Attorney's Report

- No report.

D. Council Remarks

- The Councilmembers briefly gave an overview of meetings and events they attended, and projects they are currently working on.

E. Mayor's Report

- Mayor Burks gave a brief overview of meetings and events she attended and other news of the city.

5. PUBLIC COMMENTS

The following citizens presented public comments: Sean Waters, Lisa Williams, Dean Moore, Robyn Sands, Debby Gathmann, Robert Wynfrey, and Kathy Burrells.

6. OLD BUSINESS

- A. To consider an Ordinance No.493 amending Chapter 3 of the Code, regarding alcoholic beverages, to allow "late night sales" for consumption on the premises subject to certain conditions.

Councilmember Bell presented a brief overview of this item stating the item was deferred to the Public Safety and Legal Committee by the City Council. The committee held a meeting in July to discuss in detail next steps in regard to late night sales.

The Council briefly discussed the item.

Councilmember Carroll made a motion to table this item for 60 days. Councilmember Bell duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

7. CONSENT AGENDA

- A. To consider a Change Order for additional work scope at 1056 Vaughan Street driveway apron in the amount of \$2,840 to be funded out of SPLOST I.

Councilmember Perkins made a motion to approve the Consent Agenda. Councilmember Bell duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

8. NEW BUSINESS

- A. To consider a resolution approving a contract with Paryani Construction, Inc. to perform renovation work at 736 Park North for use as city administrative space for a term of six months in an amount not to exceed \$480,000, to be funded out of the General Fund, Federal Seizure Fund, and Tenant Improvement Allowance.

Interim City Manager, Tammi Saddler Jones stated this item was approval of a contract with Paryani Construction, Inc, a Statewide Contractor. for the renovations of some areas within the building located at 736 Park North for Use as City Administrative Space for a Term of six months in an amount not to exceed \$480,000 to be funded out of the General Fund, Federal Seizure Fund, and Tenant Improvement Allowance. The project cost is \$474,984, below the approved contract amount; the breakdown of the project cost is as followed:

- \$218,507 to be funded out of the General Fund
- \$165,060 to be funded out of the Tenant Improvement Allowance
- \$96,433 to be funded out of the Federal Seizure Fund

Councilmember Carroll made a motion to approve the resolution approving a contract with Paryani Construction, Inc. to perform renovation work at 736 Park North for use as city administrative space for a term of six months in an amount not to exceed \$480,000, to be funded out of the General Fund, Federal Seizure Fund, and Tenant Improvement Allowance. Councilmember Perkins duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

- B. To consider a resolution awarding a contract to the most responsive and responsible bidder, Southern Demolition, LLC for the demolition of the two-story house at Forty Oaks Nature Preserve in the amount of \$39,750 to be funded out of SPLOST II.

Will Moody, the city's Purchasing Consultant presented this item stating this was the first bid to conduct the demolition of this two-story structure and Southern Demolition, LLC was the lowest and most responsive; notations were made on what they would have to do including notifying the residents. The cost of \$39,750.00 for this project be paid from the SPLOST Fund.

The Council briefly discussed this item.

Councilmember Hood made a motion to table this item for the 90 days through the meeting on November 7th. This motion died due to the lack of a second to the motion.

Mr. Moody provided clarification on the 90 days.

Councilmember Hood made a motion to table this item until the November 7th Council meeting. Councilmember Carroll duly seconded the motion. Mayor Burks called for the vote and declared the motion failed (1-4). Vice Mayor Johnson and Councilmembers Bell, Carroll and Perkins voted "no".

Councilmember Bell asked Mr. Kaiser to give a timeline of what has been to date pertaining to the property.

Councilmember Perkins made a motion to postpone the consideration a resolution awarding a contract to the most responsive and responsible bidder, Southern Demolition, LLC for the demolition of the two-story house at Forty Oaks Nature Preserve in the amount of \$39,750 to be funded out of SPLOST II to October 1st Council meeting. Councilmember Hood duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (3-2). Vice Mayor Johnson and Councilmember Bell voted "no".

- C. To consider a resolution to adopt the City of Clarkston Livable Centers Initiative Greenway Trail Planning and transmit the study to the Atlanta Regional Commission.

Mr. Kaiser stated staff was recommending adoption of the resolution and study and allowing staff to move forward with preparing a scope of services for engineering, surveying and right-of-way acquisition and select a firm before the end of the year, to start in January Phase I of the Greenway Plan.

Sara with Atlanta Regional Commission gave a brief presentation with updates regarding the City of Clarkston Livable Centers Initiative Greenway Trail Planning.

Councilmember Bell made a motion to adopt the resolution to adopt the City of Clarkston Livable Centers Initiative Greenway Trail Planning and submit the study to the Atlanta Regional Commission. Councilmember Perkins duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

D. To consider the use of SPLOST II Funds in the amount of \$100,000 for the matching funds for the Atlanta United GA 100 Pitch Grant.

Parks and Recreation Director, Michael Duncan stated this grant is to assist in upgrading soccer fields, particularly for field lights which will help in expanding programs. Staff is requesting the \$100,000 match grant from SPLOST II category Cultural Facility, Recreational Facility, and Historical Facility.

Councilmember Bell provided clarification stating this was just for a letter of commitment for \$100,000.

E. Councilmember Bell made a motion to commit to a letter of commitment for the use of SPLOST II funds in the amount of \$100,000 for the matching funds for the Atlanta United GA 100 Pitch Grant for the application to the Authur Blank Foundation. Vice Mayor Johnson duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

F. To consider a resolution approving an agreement between the City of Clarkston and Shannon Willow Art, LLC to bring an art installation called “Heart of Mother Earth” at Trailside Green Park located on Church Street.

Shannon Willow, local artist of Clarkston introduced herself, giving an overview of the proposed art project called “Heart of the Mother Earth”. Ms. Willow would like to install the art sculpture at Trailside Green Park since the proposed art structure will be housed at a city owned park for up to 5 years. Ms. Willow was awarded a national grant to do the art sculpture in Clarkston. Ms. Willow is also requesting a stipend in the amount of \$1,500 for admin and labor cost.

Debbie Gathman and Kathy Burrells presented comments on this item.

Councilmember Bell made a motion to adopt a resolution approving an agreement between the City of Clarkston and Shannon Willow Art, LLC to bring an art installation called “Heart of Mother Earth” at Trailside Green Park located on Church Street. the in the amount of \$1,500

for admin and labor cost. Councilmember Perkins duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

9. ADJOURNMENT

Councilmember Perkins made a motion to adjourn. Councilmember Carroll duly seconded the motion. Mayor Burks called for the vote and declared the meeting adjourned (5-0).

The meeting adjourned at 8:55 p.m.

ATTEST:

Tomika R. Mitchell
City Clerk

Beverly H. Burks
Mayor

MINUTES OF A WORK SESSION
OF THE CITY COUNCIL OF CLARKSTON, GEORGIA
HELD BY TELECONFERENCE, ZOOM AUDIO/VIDEO
IN SAID CITY ON TUESDAY, AUGUST 27, 2024

On the 27th day of August 2024, at 7:00 p.m., the City Council of Clarkston, Georgia met in a Work Session in-person and by teleconference, Zoom Audio/Video in said City. Mayor Burks called the meeting to order. The following members of the City Council were present: Vice Mayor Debra Johnson and Councilmembers Yterenickia Bell; Mark Perkins; and Susan Hood. Absent: Jamie Carroll. The following City staff were present: Tammi Saddler Jones (Interim City Manager); Dan Defnall (Finance Director); Christine Hudson (Police Chief); Lisa Cameron (Planning and Economic Development Director); Tomika R. Mitchell (City Clerk); and Stephen Quinn (City Attorney).

NOTE: Items appearing in these minutes are in the order they were discussed, not necessarily in the order they appeared on the agenda.

1. CALL TO ORDER

2. ROLL CALL

Councilmember Jamie Carroll was absent.

Councilmember Perkins made a motion to remove Item 4B. Vice Mayor Johnson duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (4-0).

3. PUBLIC COMMENTS

Mayor Burks read the Resident Comment Policy.

4. PRESENTATION/ ADMINISTRATIVE BUSINESS

A. Presentation of an Investigator Award from the Clarkston Police Department to Detective Greg Feltman.

Sgt. Trumble presented an Investigator Award to Detective Greg Feltman for his hard work and professionalism which led to a break in a 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.

B. Presentation by CHA Consulting, Inc. regarding potential grant opportunities.

This item was removed per the motion made by Councilmember Perkins at the beginning of the meeting.

- C. Presentation by Davenport & Company, LLC on the SPLOST Plan of Finance for the 2024 Series Bond issue against future SPLOST II revenues.

First Vice Presidents, Ricardo Cornejo and Doug Gebhardt presented the SPLOST Plan of Finance and timelines to complete the SPLOST 2 2024 Series Bond.

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.

Interim City Manager, Tammi Saddler Jones stated Items 5A, 5B, and 5C were formally approved by City Council, however, it was recommended that a resolution be approved to formalize where the matching funds up to \$100,000 would come from.

This item will be placed on the Consent Agenda.

- 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.

Interim City Manager, Tammi Saddler Jones stated as the previous item, this item was approved back in January and staff is just identifying where the matching funds are coming from.

This item will be placed on the Consent Agenda.

- 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.

Interim City Manager, Tammi Saddler Jones stated the city was awarded \$1 million and would like to recognize that the city received the largest award for the state of Georgia for the “Safe Streets For All” (SS4A). Staff is recommending approval of the resolution for the matching funds in the amount of \$250,000 to be funded out of SPLOST II.

This item will be placed on the Consent Agenda.

- D. To discuss a resolution confirming the 2024 SPLOST II Resurfacing Project List.

Larry Kaiser from Collaborative Infrastructure stated the list of projects from the 2024 SPLOST II Resurfacing Project List was discussed at the Council Retreat and Work Session. Mr. Kaiser requested removal of three projects from the 2024 SPLOST II projects list, Jamieson Pl., College Ave., and Mauck St. and expressed the rationale for the request for the removal of these three roads.

The Council briefly discussed the item.

Mr. Kaiser will present the roads with a narrative to the City Council and the next Council meeting.

This item will be placed on the next Council agenda for further discussion.

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.

City Clerk, Tomika Mitchell stated 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.

The ARC shall consist of the Chief of Police or his/her designee and the Quality-of-Life Officer, the City Clerk and Planning & Development Manager.

The ARC shall review new licenses, renewals of licenses and make administrative recommendations to the Mayor and Council. The Mayor and Council shall make all final decisions regarding alcohol beverage licenses. The ARC determined that all of the required inspections and the required background check have 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. The subject application should be denied under Clarkston Code Sec. 3-54.

City Attorney, Stephen Quinn presented clarification on the current City Code of ordinance regarding alcohol license, focusing on Sections 3-70b and 3-54d.

The Council briefly discussed the item.

City Attorney, Stephen Quinn stated the Council had three options, repeal or modify the existing ordinance or deny the application. He then explained the appeal process of the application, if denied. If the Council would like to repeal the ordinance and staff will notify in writing stating, they agree to postpone the decision on their application.

Mr. Quinn stated the Council would need to decide next week to approve, deny, or defer the application, with the applicant's consent to defer this application. If deferred, it would be ready next Work Session with an ordinance amendment followed by a vote on this application.

Planning and Economic Development Director, Lisa Cameron spoke in regard to the Zoning Rewrite.

Business owner Mansi Patel and her representative Ms. Yvette Smiley presented comments on this item.

This item will be deferred to the next Council agenda for further discussion.

E. 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.

City Clerk, Tomika Mitchell stated the ARC determined that all of the required inspections and the required background check have been passed and the location complies with proximity requirements. The Code Compliance Division has measured the location and found the proximity requirements regarding schools, churches, libraries, parks and adult entertainment are met at this location. The application is for Beer/Wine/Malt beverages and Distilled Spirits by the drink at a restaurant.

City Attorney Stephen Quinn presented clarification on the current City Code of ordinance regarding alcohol license, focusing on Section 3-96, stating the City Council was free to approve or deny the application based on its merits.

The applicant's representative spoke pertaining to the City Code of Ordinance and the alcohol license.

The Council briefly discussed the item.

This item will be placed on the next Council agenda for further discussion.

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.

Interim City Manager, Tammi Saddler Jones stated 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, 2024, 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.

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.

The Council briefly discussed this item. Councilmember Bell recommended extending the services with Ikon Filmworks until November 1.

Ms. Saddler Jones stated if services continued until November 1, 2024, the amount would increase to an amount not to exceed \$30,000.

Councilmember Perkins recommended there be options for the budget and funds for additional months of services.

Councilmember Bell also recommended an internal staff person's responsibility to run the equipment for the meetings.

James Hammond from Ikon Filmworks will run the analytics regarding viewers from the City's YouTube channel.

This item will be placed on the next Council agenda for further discussion.

D. To discuss appointing a member to fill a vacancy on the Clarkston Historic Preservation Commission.

Interim City Manager, Tammi Saddler Jones stated the Planning and Economic Development Director, Lisa Cameron, had to leave but Ms. Cameron has provided the Council with one recommendation, Robyn Anderson Sands.

The Council briefly discussed the item.

Mr. Quinn provided clarity on approving one recommendation for the Clarkston Historic Preservation Commission.

Ms. Sands introduced herself to the Mayor and City Council and expressed why she was interested in being a part of the commission.

This item will be placed on the next Council agenda for further discussion.

7. ADJOURNMENT

Councilmember Hood made a motion to adjourn the meeting. Councilmember Perkins duly seconded the motion. Mayor Burks called for the vote and declared the meeting adjourned (4-0).

The meeting adjourned at 8:46 p.m.

ATTEST:

Tomika R. Mitchell
City Clerk

Beverly H. Burks
Mayor

City of Clarkston's Interim City Manager's Contracts Log \$10,000 to \$25,000

Service	Vendor	Amount	Effective Dates	Approval Date	PROCUREMENT PROCESS	Comments
Stormwater Management Program (SWMP)	Integrated Science & Engineering	\$10,000	Due to the Environmental Protection Division by 12/21/2024	08/21/2024	<ul style="list-style-type: none"> Obtained proposal from vendor based upon current work pending by vendor Presentation by ISE to Mayor, City Council, and Staff at the March 15, 2024 Submitted to, reviewed and approved by the City Attorney 08/21/2024 	Due by 12/08/2024
Athletic Coordinator	Marla Hale	\$10,000	08/26/2024 to 12/31/2024	08/26/2024	<ul style="list-style-type: none"> Recommendation received from Parks & Rec Manager Submitted to, reviewed and approved by the City Attorney 08/26/2024 	Fall Youth Soccer Program Winter Youth Basketball Program

[Template]
GEORGIA READS DAY PROCLAMATION

WHEREAS: Literacy is not just an education issue but an economic, workforce, and quality of life issue. It is also a predictor of future educational achievement, economic status, and lifelong health and well-being.

WHEREAS: In 2023, 61% of Georgia rising fourth graders did not read proficiently, and research shows that children who are proficient readers by the end of third grade are four times more likely to graduate from high school than their peers who are not reading on grade level.

WHEREAS: The General Assembly recognized the importance of literacy skills with the passage of two bills in 2023: SB 211, that created the Georgia Council on Literacy, and HB 538, that requires comprehensive education reforms for reading instruction in the science of reading.

WHEREAS: Understanding that collaborative efforts and strategic partnerships must be undertaken to effectively address literacy issues, the Georgia Municipal Association (GMA) and its nonprofit organization, Georgia City Solutions, members of the Georgia General Assembly, and football champion now turned children’s author, Malcolm Mitchell, partnered with the Georgia Council on Literacy to launch “Georgia Reads” at the 2024 GMA Annual Convention.

WHEREAS: Community involvement is essential to literacy improvements and “Georgia Reads” will include recognizing 10 community partnerships that have increased literacy in the past three to five years as Georgia Reads Communities.

WHEREAS: September 30, 2024, marks a date when all Georgians are encouraged to create awareness about the importance of reading and encourage community partnerships to promote future literacy improvements.

WHEREAS: Together we can improve Georgia’s economic vitality one book at a time.

THEREFORE: I, [Insert Mayor’s Name], do hereby proclaim September 30, 2024 as **[Insert City Name] READS DAY** and encourage all residents, businesses, and community partners to help promote and elevate literacy as a community priority.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this ____ day of _____, 2024.

_____ [INSERT NAME], Mayor



CITY OF CLARKSTON

ITEM NO: 6A

WORK SESSION/ CITY COUNCIL MEETING

ACTION TYPE: Approval

HEARING TYPE: Council Meeting

AGENDA ITEM SUMMARY SHEET

MEETING DATE: September 3, 2024

SUBJECT: To consider 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 consider 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**

8/28/2024

**RE-ALLOCATION OF SPLOST II FUNDING
RESURFACING PROJECTS**

PROJECTS TO BE RESURFACED IN FUTURE YEARS

NAME	FROM	TO	LENGTH (ft)	PVMT. CONDITION RATING	EST. COSTS
College Ave	Rogers Street	Market Street	1075	5	\$55,000
Mauck Street	Church Street	Dead End	700	5	\$36,000

SHARED PROJECT FUNDING WITH DEKALB

Jamieson Place	Market Street	North Indian Creek	580	4	35,000 (assume 50% cty. share)
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ESTIMATED RE-ALLOCATION OF FUNDS = \$108,500

**POTENTIAL PROJECTS TO ADD
TO THE 2024
SPLOST II RESURFACING PROGRAM**

NAME	FROM	TO	LENGTH (ft)	PVMT. CONDITION RATING	EST. COSTS
Casa Woods Lane (west)	Casa Drive	Cul-de-Sac	820	4	\$42,000
Casa Woods Lane (east)	Casa Drive	Cul-de-Sac	420	5	\$22,000
Rogers Street	Norman Road	Cul-de-Sac	1155	6	\$59,000
Lovejoy Street	Rowland Street	Church Street	215	4	\$11,000
Bacon Street (not recommended – future storm water improvement)	Jolly Ave	Pecan Street	465	6	\$24,000
Orchard Street	Jolly Ave	Pecan Street	580	6	\$30,000
Smith Street	Jolly Ave	North Indian Cr	730	6	\$37,000

NOTE: streets with pavement condition rating of 6 were included. No more streets rated from 1-5 are available for resurfacing

STREETS RATED 4 & 5 = \$75,000
STREETS RATED 4, 5 & 6 = \$225,329
STREETS RATED 4, 5 & 6 (excluding Bacon St) = \$201,329

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
				Subtotal	357,000	
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
				Subtotal	202,000	
Maclaren St	Market St	Dead End	1650	4	84,375	Mill and Resurface
Clydedale Dr	Cranford Dr	Cleavemark Dr	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
				Subtotal	225,375	
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 after 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
				Subtotal	214,000	
TOTAL					998,375	

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

8/28/2024

**RE-ALLOCATION OF SPLOST II FUNDING
RESURFACING PROJECTS**

PROJECTS TO BE RESURFACED IN FUTURE YEARS

NAME	FROM	TO	LENGTH (ft)	PVMT. CONDITION RATING	EST. COSTS
College Ave	Rogers Street	Market Street	1075	5	\$55,000
Mauck Street	Church Street	Dead End	700	5	\$36,000

SHARED PROJECT FUNDING WITH DEKALB

Jamieson Place	Market Street	North Indian Creek	580	4	35,000 (assume 50% cty. share)
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ESTIMATED RE-ALLOCATION OF FUNDS = \$108,500

**POTENTIAL PROJECTS TO ADD
TO THE 2024
SPLOST II RESURFACING PROGRAM**

NAME	FROM	TO	LENGTH (ft)	PVMT. CONDITION RATING	EST. COSTS
Casa Woods Lane (west)	Casa Drive	Cul-de-Sac	820	4	\$42,000
Casa Woods Lane (east)	Casa Drive	Cul-de-Sac	420	5	\$22,000
Rogers Street	Norman Road	Cul-de-Sac	1155	6	\$59,000
Lovejoy Street	Rowland Street	Church Street	215	4	\$11,000
Bacon Street (not recommended – future storm water improvement)	Jolly Ave	Pecan Street	465	6	\$24,000
Orchard Street	Jolly Ave	Pecan Street	580	6	\$30,000
Smith Street	Jolly Ave	North Indian Cr	730	6	\$37,000

NOTE: streets with pavement condition rating of 6 were included. No more streets rated from 1-5 are available for resurfacing

STREETS RATED 4 & 5 = \$75,000
STREETS RATED 4, 5 & 6 = \$225,329
STREETS RATED 4, 5 & 6 (excluding Bacon St) = \$201,329



Casa Woods Ln West

Casa Woods Ln East

Rogers St.

Bacon St

Smith St

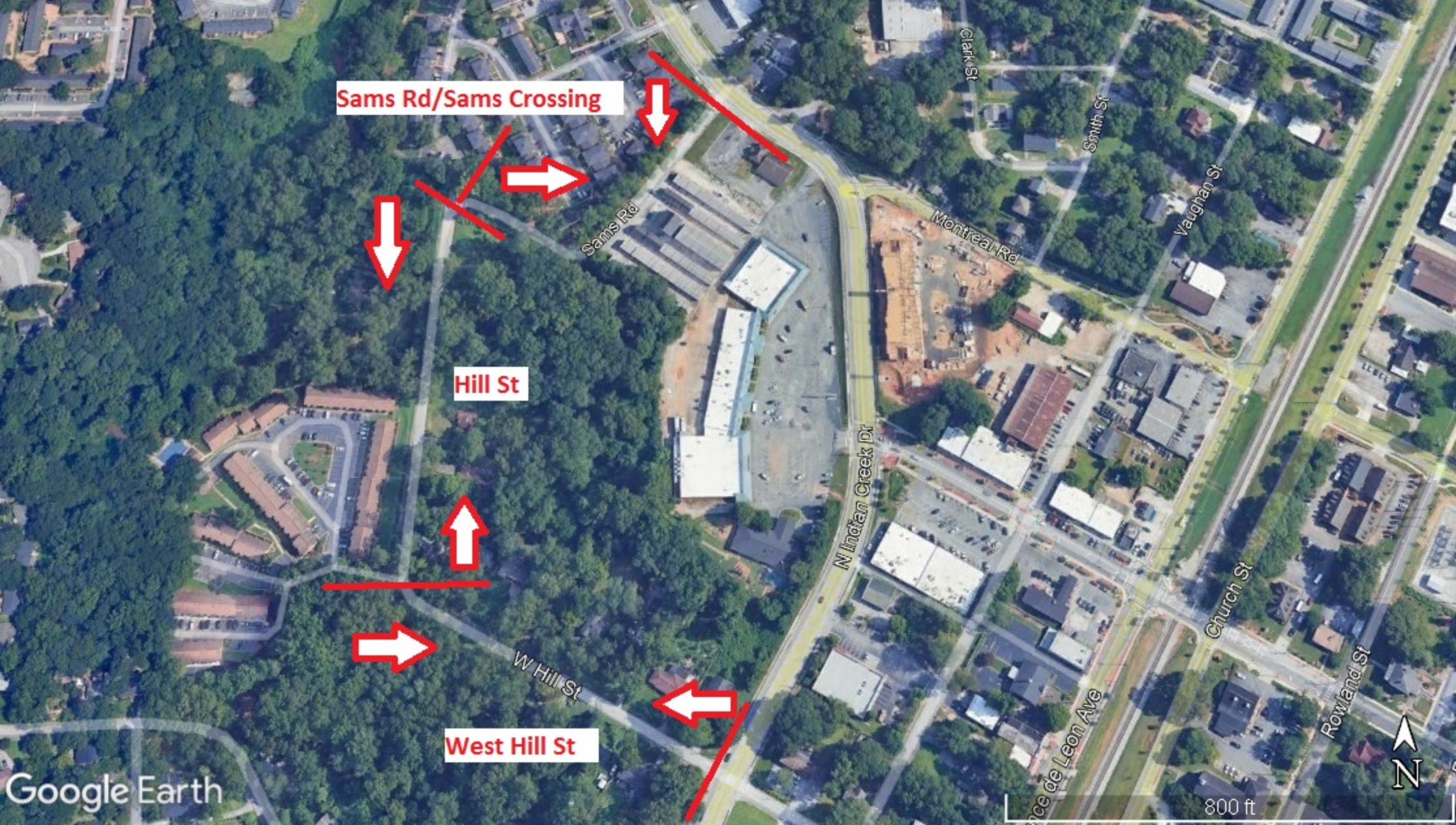
Orchard St

285

Google Earth

1000 ft

N



Sams Rd/Sams Crossing

Hill St

West Hill St





Clydedale Dr

Cleavemark Dr

Cranford Drive





Jolly Ave

Mell Ave



Pecan St

Pecan St

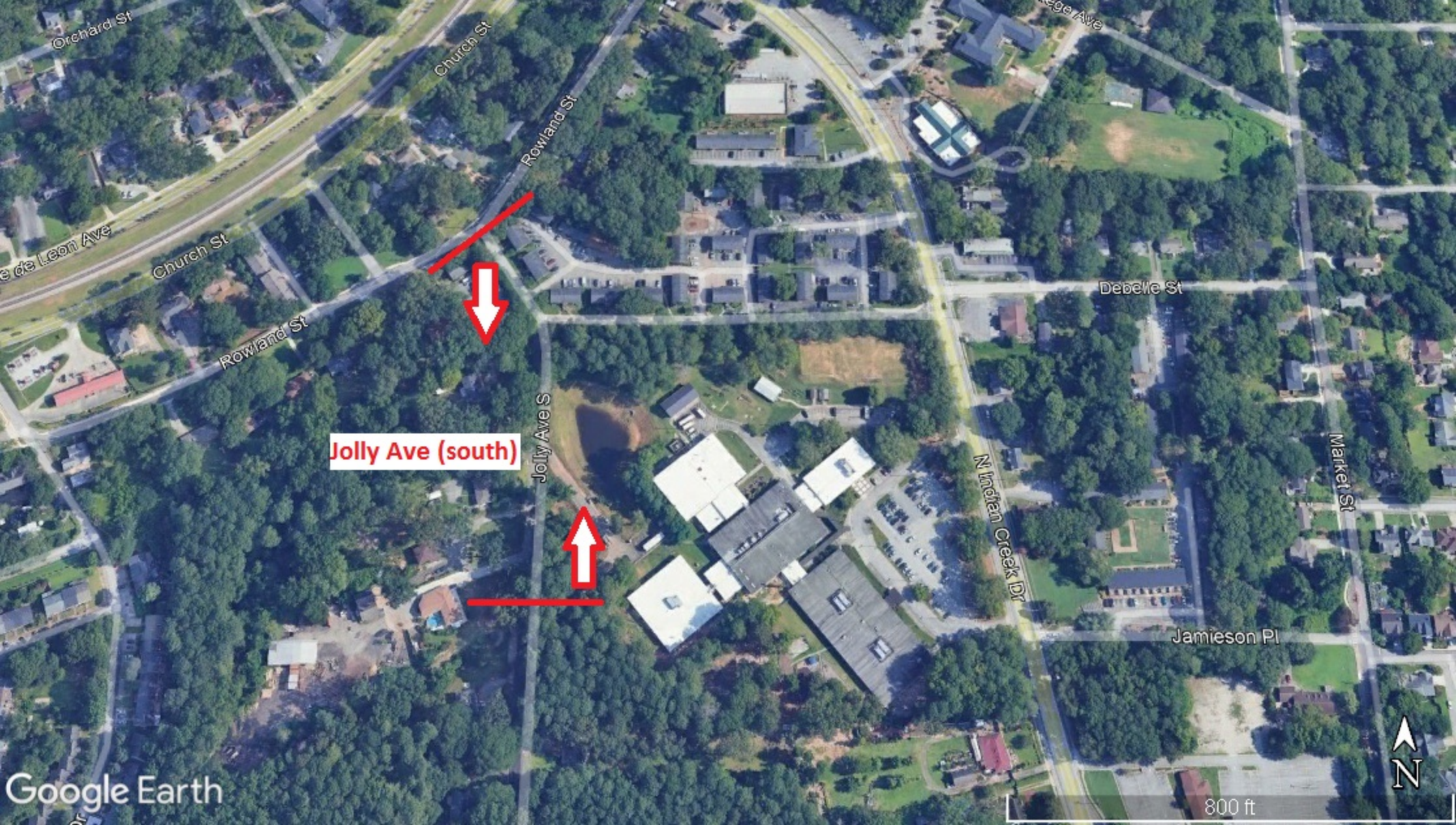
Pecan St

Jolly Ave



E Ponce de Leon Ave





Orchard St

Church St

Rowland St

College Ave

de Leon Ave

Church St

Rowland St

Debel's St

Jolly Ave (south)

Jolly Ave S

N Indian Creek Dr

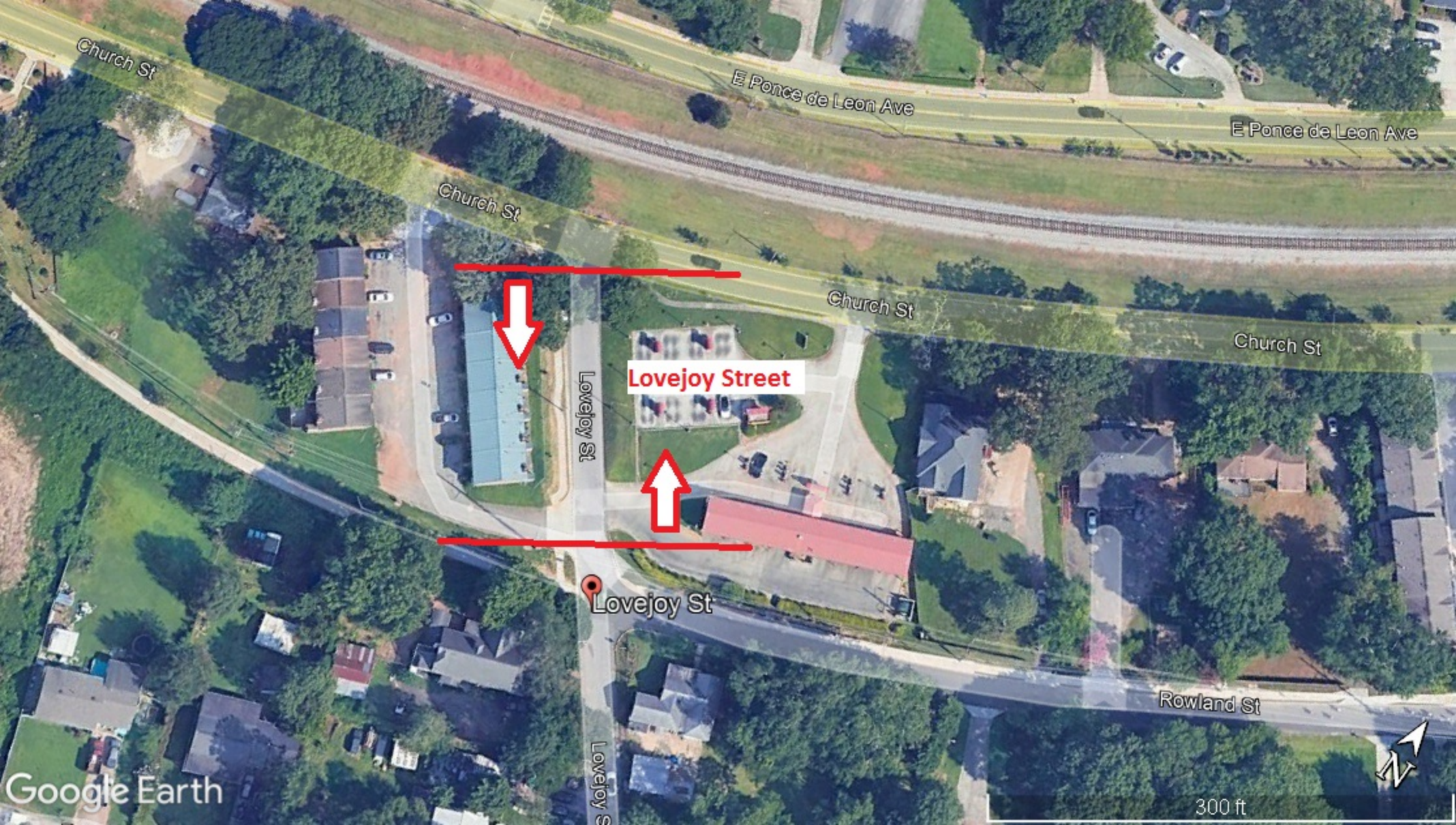
Market St

Jamieson Pl

Google Earth

800 ft





Church St

E Ponce de Leon Ave

E Ponce de Leon Ave

Church St

Church St

Church St

Lovejoy Street

Lovejoy St

Lovejoy St

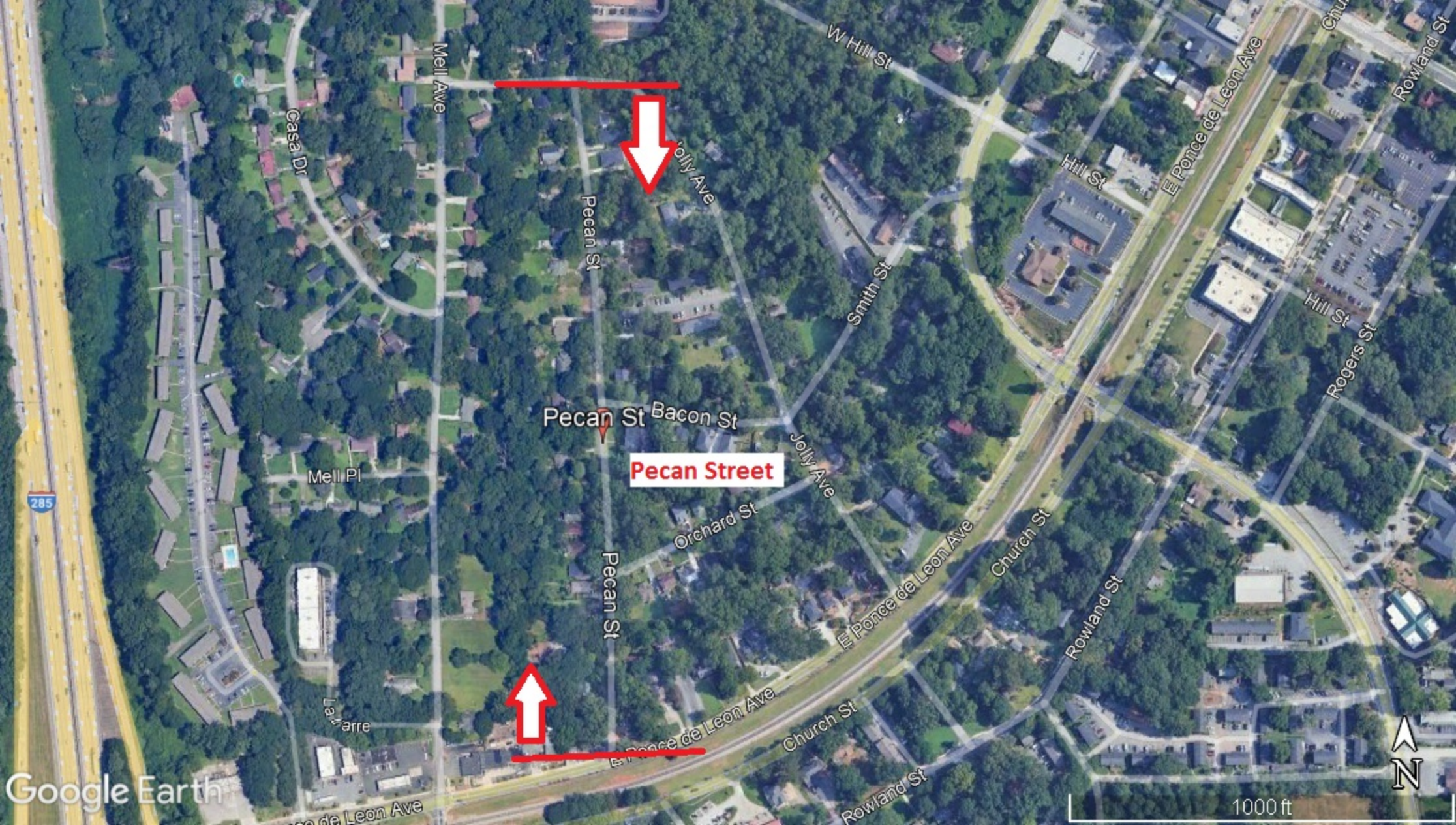
Rowland St

Lovejoy St

Google Earth

300 ft





285

Pecan Street

Google Earth

1000 ft





Casa Woods Ln West

Casa Woods Ln East

Rogers St.

Bacon St

Smith St

Orchard St

Google Earth

1000 ft





CITY OF CLARKSTON

ITEM NO: 7A

WORK SESSION MEETING

MEETING TYPE:
Council Meeting

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Approval

MEETING DATE: September 3, 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.

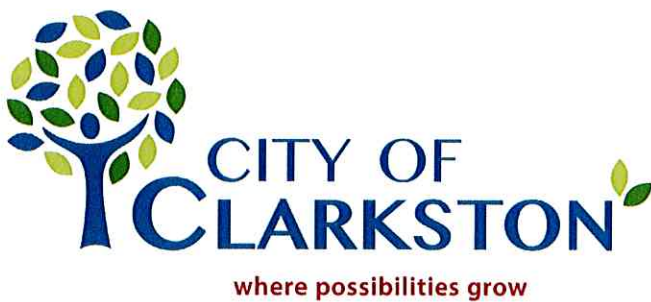
SO RESOLVED this _____ day of _____, 2024

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:
Council Meeting

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Approval

MEETING DATE: September 3, 2024

SUBJECT: To consider 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 consider 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: 7C

WORK SESSION/ CITY COUNCIL MEETING

HEARING TYPE:
Council Meeting

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Approval

MEETING DATE: September 3, 2024

SUBJECT: To consider 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.

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING: YES NO

ATTACHMENT: YES NO
Pages: 3

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

PURPOSE: To consider a 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: 8A

CLARKSTON CITY COUNCIL WORK SESSION

HEARING TYPE:
Council Meeting

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Defer

MEETING DATE: September 3, 2024

SUBJECT: To defer 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 to the September 24 Work Session and October 1 City Council Meeting.

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: Mansi Patel consented to deferring her alcohol license application for Mansi 7311, LLC dba Lulu’s Package located at [3900 E. Ponce De Leon Ave., Clarkston, GA 30021](#) to the September 24th City Council Work Session and October 1st City Council Meeting. At the City Council’s discretion, this item may be deferred to the upcoming Work Session in September.

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>LD</i>	Change of ownership / Use already in place
Police Department	7-25-24	<i>C. Hood Approve</i>	
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 Harover 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 [REDACTED]
Business Ad [REDACTED]
Telephone N [REDACTED] Number of years known 4

Name Tulsi Patel
Residence [REDACTED]
Business [REDACTED]
Telephone [REDACTED] Number of years known 8


Name Shivani Patel
Residence [REDACTED]
Business Ad [REDACTED]
Telephone [REDACTED] 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.

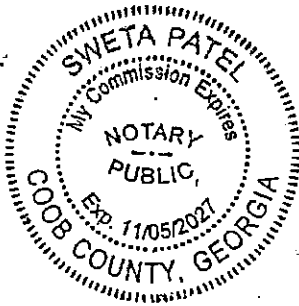

Applicant's Signature (full name in ink)

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 5th 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

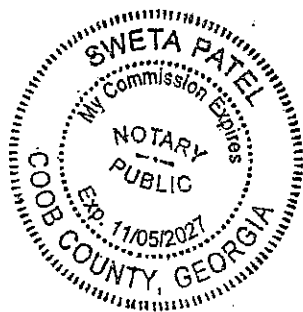
MANSI PATEL
Print or Type Name

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 5th 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.)

C
 NEAREST PACKAGE STORE:
 JB LIQUOR STORE
 4228 EAST PONCE DE LEON AVE.
 CLARKSTON, GA. 20021
 DISTANCE: 1,454 YDS. (4,394 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:

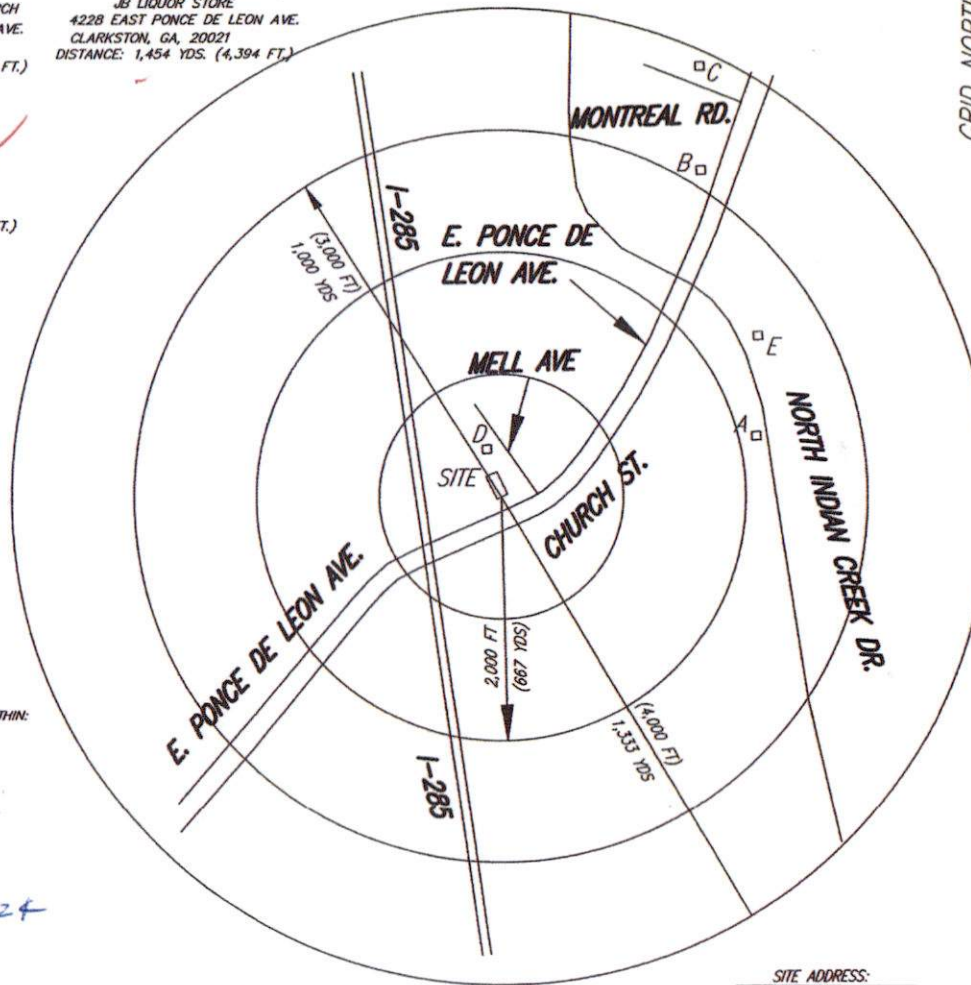
- 200 YARDS OF ANY CHURCH
- 200 YARDS OF ANY SCHOOL GROUNDS
- 200 YARDS OF ANY ALCOHOL TREATMENT CENTER
- 200 YARDS OF ANY PRIVATE RESIDENCE
- 500 YARDS OF ANY EXISTING RETAIL PACKAGE LIQUOR STORE
- 200 YARDS OF ANY ADULT ENTERTAINMENT ESTABLISHMENT
- 200 YARDS OF ANY LIBRARY

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.



GRID NORTH



05-31-2024

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

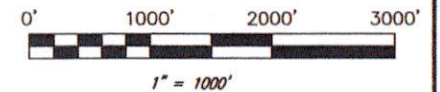
FOR
 LULU'S PACKAGE STORE
 LAND LOT 66
 18TH DISTRICT
 DEKALB COUNTY, GEORGIA
 CITY OF CLARKSTON
 TAX I.D. 18-097-01-124

OWNER:
 MANSI DEVANG PATEL
 MANSI 7311 LLC

APPLICANT:
 YVETTE SMYJLE
 PHONE: 678-691-8215

DATE: 05-31-2024

GRAPHIC SCALE



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

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:
 4154 EAST PONCE DE LEON AVE.
 CLARKSTON, GA. 20021
 DISTANCE: 1,159 YDS. (3,477 FT.)

C
 NEAREST LIQUOR STORE:
 4228 EAST PONCE DE LEON AVE.
 CLARKSTON, GA. 20021
 DISTANCE: 1,454 YDS. (4,394 FT.)

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

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

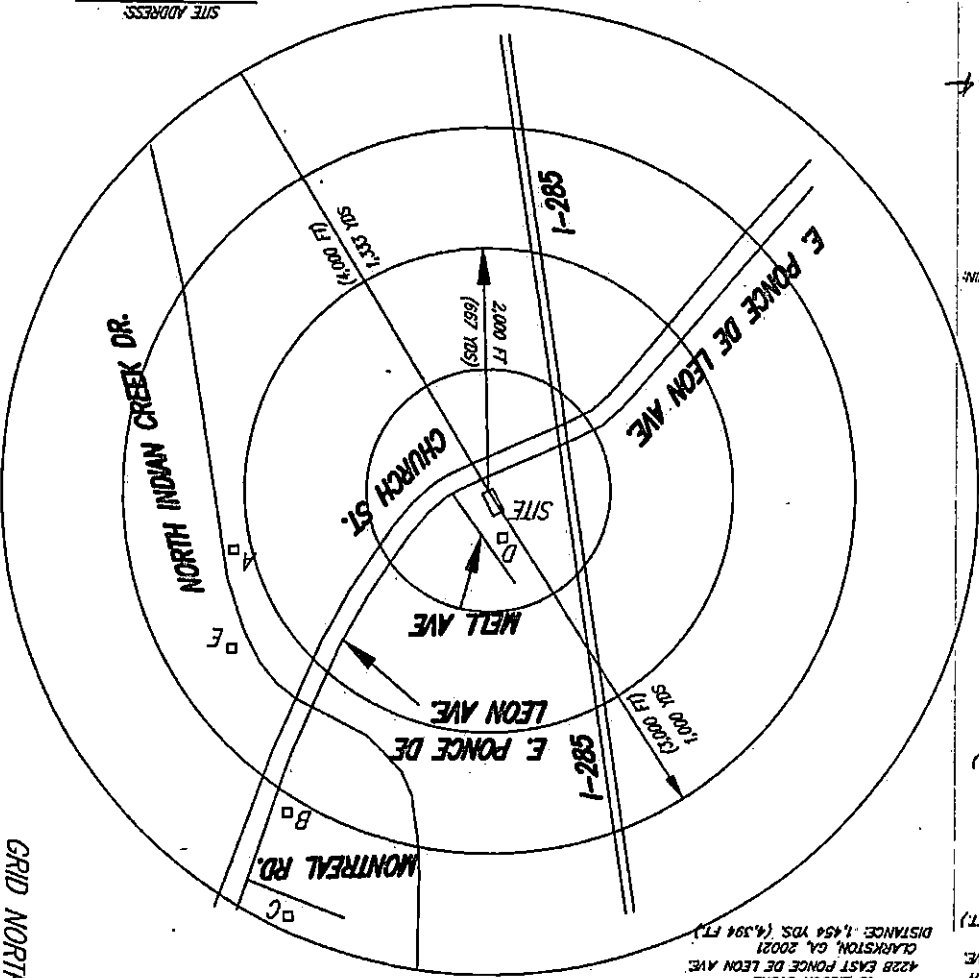
NEAREST ALCOHOL TREATMENT CENTER:
 524 MEDLOCK RD., #210
 DECATUR, GA. 30030
 DISTANCE: 5,104 YDS. (15,312 FT.)

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 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

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 8th 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

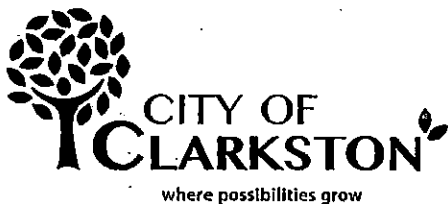
8-1-22
Type or Print Date Moved into the Above Address

[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

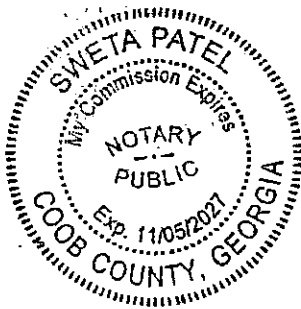
12/05/2023
DATE



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

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

MANSI PATEL
APPLICANT

LULU'S PACKAGE STORE
NAME OF BUSINESS

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- 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

CITY OF CLARKSTON

ITEM NO: 8B

CLARKSTON CITY COUNCIL WORK SESSION

HEARING TYPE:
Council Meeting

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Approval

MEETING DATE: September 3, 2024

SUBJECT: To consider 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 at a restaurant. 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 and recommends approval.

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 CAFE,

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 *SPM*
 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			7-19, waiting for survey, state license evidence of ownership.
Planning & Development			
Police Department			
Quality of Life Officer			
City Manager			

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 19th 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

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: _____ School: _____

Library: _____ Public Recreation: _____

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: _____

3. Driver's License Number: _____

4. Date of Birth: 1981

Place of Birth: _____

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: _____

Native Country: _____

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 8 yrs

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.

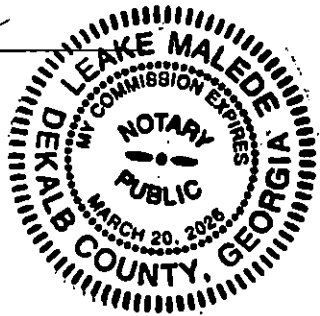
[Signature]
Applicant's Signature (full name in ink)

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 19th day of July, 2024
[Signature]
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.



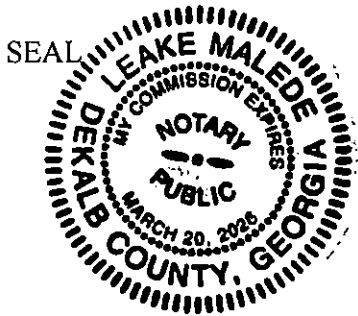
APPLICANT SIGNATURE

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⑆ 334012964359⑈0350

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

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

ORGANIZER(S)

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

OPTIONAL PROVISIONS

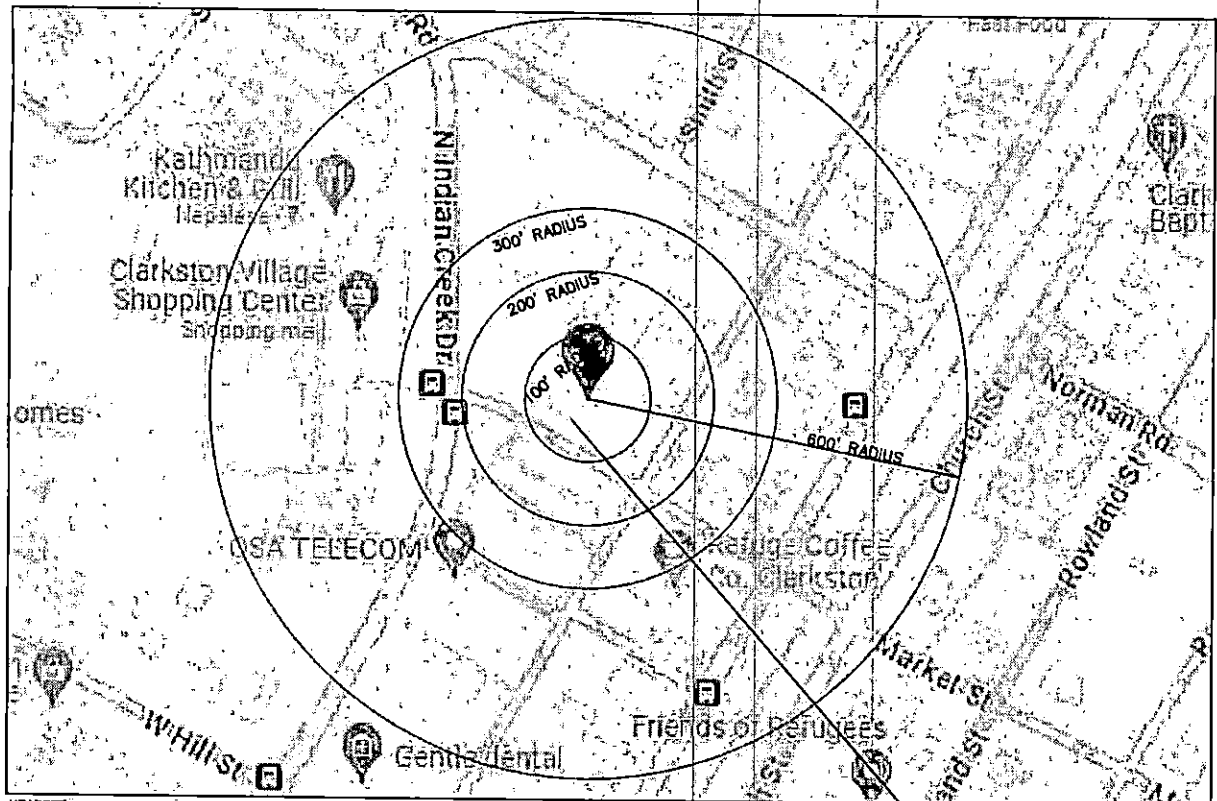
N/A

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

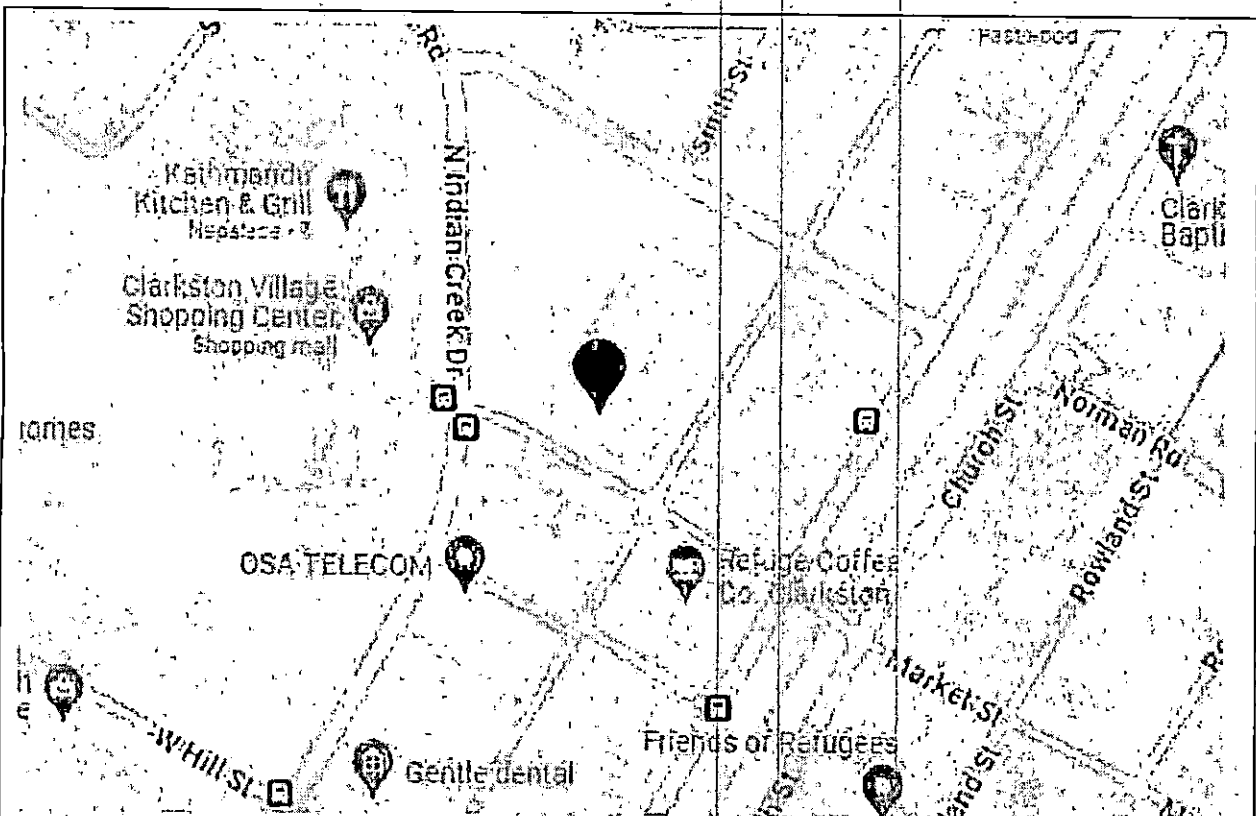
CLARKSTON

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: 8C

CLARKSTON CITY COUNCIL MEETING

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Approval

HEARING TYPE:
Council Meeting

MEETING DATE: September 3, 2024

SUBJECT: To consider approval of the continuation of the audio-visual services by Ikon Filmworks until November 1, 2024 for the council work sessions, council meetings, and special called meetings in an amount not to exceed \$30,000 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 approve continuation of the audio-visual services by Ikon Filmworks until November 1, 2024 for council work sessions, council meetings, and special called meetings in an amount not to exceed \$30,000 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 November 1, 2024 for council work sessions, council meetings, and special called meetings in an amount not to exceed \$30,000 to be funded out of Professional Services.



CITY OF CLARKSTON

ITEM NO: 8D

WORK SESSION/ CITY COUNCIL MEETING

HEARING TYPE:
Council Meeting

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Approval

MEETING DATE: September 3, 2024

SUBJECT: To consider appointing 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: _____

[Handwritten Signature] *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, 1st edition November 2010, 2nd 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