

**CITY OF CHAMBLEE GEORGIA
CITY COUNCIL WORK SESSION MINUTES
Thursday, August 11, 2011 - 6:00 p.m.**

Work Session

Mayor Clarkson called the Work Session to order at 6:00 p.m.

Council Members present were: Mr. Scott Taylor, Mr. Dan Zanger, Mr. Tom Hogan, Mrs. Leslie Robson, and Mr. Mark Wedge.

Staff Members present were: Dr. Niles Ford, City Manager; Marc Johnson, Chief of Police; Tillman Hannon, Director of Public Works; Joel Holmes, Director of Parks and Recreation; Travis Sims, Finance Director; and Nancy Williams, City Clerk.

Announcements and Presentations

The Mayor announced there would be a public hearing on Tuesday, August 16, 2011, to receive public comments about changes to the City's Comprehensive Plan - Short Term Work Program (STWP).

Staff Action Items

City Clerk

1. Minutes – June 23, 2011 - Public Hearing (1 of 3) 2011 Millage Rate
2. Minutes – July 5, 2011, 11:30 a.m. - Public Hearing (2 of 3) 2011 Millage Rate
3. Minutes – July 5, 2011, 6:30 p.m. - Public Hearing (3 of 3) 2011 Millage Rate
4. Minutes – July 5, 2011 – Special Called Meeting
5. Minutes – July 11, 2011 – Special Called Meeting
6. Minutes – July 14, 2011 – City Council Work Session
7. Minutes – July 19, 2011 – Regular City Council Meeting

Minutes of the meetings held in July were submitted to the City Council. No changes were requested. The City Council will adopt the Minutes at the regular meeting scheduled on August 16, 2011.

Police Department

1. 2011 Byrne Memorial Justice Assistance Grant – Public Comments

The Mayor opened the floor for public comments concerning the 2011 Byrne Memorial Justice Assistance Grant. There were no public comments. This item will move forward on the agenda for the Regular Council Meeting on August 16, 2011.

Development Director

1. Comprehensive Plan Short Term Work Program (STWP) & Report of Accomplishment

Ms. Michelle Alexander, Pond and Company, submitted a memo with a draft of the short-term work program to the City Council and asked that the documents be entered into the official record. A copy is attached to these minutes herein as "Attachment A".

Ms. Alexander discussed the proposed changes to the Short Term Work Program with the City Council and answered their questions about the changes.

Ms. Alexander said a hearing would be held next Tuesday, August 16th, to receive public comments concerning the proposed changes to the Comprehensive Plan, Short Term Work Program (STWP).

2. Comprehensive Plan Status Update

Ms. Alexander provided the City Council with a brief update on the status of changes to the Comprehensive Plan. She said a workshop was held with the Mayor and City Council to review the results of the assessment, market study and proposed changes to the character areas for the development map. Next month, Council will review a draft of the Comprehensive Plan, which will be available by August 31st. There will be a public hearing in September concerning the Comprehensive Plan.

Mayor and Council Items

Mayor Eric Clarkson

1. Compensation for Elected Officials

Mayor Clarkson said the Mayor and City Council had not received a pay increase in several years. He asked the Council if they wanted to consider a pay increase due to the annexation that just took place and the amount of work that the elected officials put into the job.

Mr. Wedge said he agreed that the issue should be considered.

Mr. Zanger agreed and said he would only support an increase if the City employees also received raises.

Mayor Clarkson said he would discuss the issue with the City Attorney. This item will move forward on the agenda for consideration at the regular meeting scheduled for August 16, 2011.

Councilmember Thomas Hogan

1. Taste of Chamblee

Mr. Hogan said the planning of the Taste of Chamblee is going very well. They expect 12,000 – 15,000 people in attendance. Mr. Hogan said he would ask the City Council to waive the permit fees for this event. This item will move to the agenda for the regular meeting scheduled for August 16, 2011.

Councilmember Mark Wedge

1. Neighborhood Wooden Entrance Signs: Appropriate Funds to Paint and Repair

Mr. Wedge suggested that some of the wooden subdivision entrance signs in the city needed to be repainted or repaired. Mr. Hannon said he had money in the budget for these repairs.

Citizen Comments

Ms. Becky Craven asked for the City Council to give an update on the status of Chamblee Plaza.

Mayor Clarkson said staff could discuss this with her after the meeting. He explained that the City was required to publish an agenda prior to the meeting and if the Council were to discuss items not on the agenda, they would be in violation of the Open Meetings Law.

Mr. Brian Baker said he was counting on the City Council to come through with a streetscape for the mid-city district. He also supported a raise in pay for the Mayor and City Council.

Ms. Evelyn Kennedy said she did not support raises for the Mayor and City Council.

Mr. Tom Scott said the land at North Shallowford and Longview was owned by DeKalb County and it was their responsibility to maintain that land; however the land has always been maintained by neighbors or the homeowners association. He said that after the annexation, he asked the City to maintain the land and he was happy that this has been done. He also said he did not feel it was an appropriate time for the City Council to approve a salary increase.

Ms. Patricia Brower had questions about the Comprehensive Plan. Ms. Alexander said she would answer her questions after the meeting.

Councilman Hogan invited everyone to attend the Chamblee Business Association meeting next week.

Mayor Clarkson declared the meeting adjourned by consent, at 7:10 p.m.

Nancy Williams, City Clerk

Attest: _____
Mayor Eric R. Clarkson

" ATTACHMENT A "

POND	Pond & Company, Inc.		
	Architects Engineers Planners	3500 Parkway Lane Suite 600 Norcross, GA 30092	P 678.336.7740 F 678.336.7744 www.pondco.com

MEMORANDUM

To	Mayor and City Council	Pond Project No.	1110
Company	City of Chamblee	Copies to	Niles Ford
From	Michelle M. Alexander		File
Date	August 11, 2011		
Subject	STWP - Consolidated proposed amendments to draft		

This memo presents the consolidated set of comments received by City Manager for the STWP discussion. City Manager received comments from City Staff and elected officials to amend the draft Short Term Work Program and/or the Report of Accomplishment, under the Discussion Item this evening (August 11).

The STWP draft is included in agenda packets for public hearing on Tuesday, August 16, 2011. Upon closing of the public hearing on Tuesday, Council and Mayor may wish to vote to transmit the draft and include amendments provided below and/or as may emerge as appropriate to officials given information received via public comment.

Council member Tom Hogan

Items to add or refine to STWP (need target years, too):

- Add: 5-year Public Works Plan
- Add: Work toward obtaining some sort of credible certification for obtaining energy efficiency standards and work toward achieving a renewable energy standard (15% by 2015?)
- Refine: The City does not need a marketing strategy. The City needs a **communication** strategy (website, electronic newsletter, facebook page, Twitter (for Parks & Rec)
- Add: Prepare a mission statement regarding economic development and revisit the job description of our incoming Development Director, so that there are clear expectations
- Postpone/Refine: I think we need to postpone LU.10 until it becomes relevant again.
- Add: Research and partner with Doraville regarding the establishment of an Opportunity Zone
- Add: Create a task force to research and report on the best option for a Urban Redevelopment Authority

Items to delete from/add to/discuss in Report of Accomplishments

- o Potentially Refine/Delete: Findings reflect it was "determined not likely feasible"...BY WHO? *(City Planner comment: this was a determination assumed by City Planner and Staff to explain why no action was ever pursued, but we seek direction to correct it)*
- o Impact fees have been discussed, but there has never been anything brought before Council that required a vote. Findings show someone "determined too administratively complicated" ? *(City Planner comment: In 2007 in the 5-Year LCI Update City Manager indicated this)*
- o CL.10 What is "Fair Share"? *(City Planner comment: this is a policy to interpret; it is not a legal term like that I am aware of like that associated with "fair share" of housing)*
- o LC.6 Needs more urgency
- o Remove I(nclusiveness).1, and I(nfrastructure).2

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Items related to the Amendment language and Future Development Map

- We need a Character Area for The Chamblee Motor Mile
- The Mid City District needs to be the area between PB and Peachtree (currently mid-city and historic city core)
- We need to create a land use called Village General Business with the goal to focus on exterior design goals, while offering more flexibility regarding business type
- We need a resolution by Council stating downtown development as a priority

Council member Leslie Robson

Items to add or refine to STWP:

- CF.5 and CF.6: these are important to continue when we get a development director in place
- CF. # Add new items: community gardens, off-road bike and walking paths (a linear park system) and land acquisition for park and greenspace.
- ED.1 Add: a COMPLETE marketing strategy and funded implementation
- IC. # Add: Transfer county land ownership within the city limits to the city. We may want to exclude the stream buffer along the creek in the Gainsborough subdivision and let the county continue to maintain it if possible.
- IC.4 Refine: make a friend at the D.O.T. and get at least the drainage ditches on Peachtree Blvd. piped. It will be a budget challenge but there has to be a way.
- LU.7 Refine: along with funding sidewalk replacement and maintenance, we need to find a way to install new sidewalks in neighborhoods where they don't exist; public funding, public/private partnership, bake sale....it needs to be addressed

City Staff

Items to add or refine to STWP – Community Facilities

- 2012: CF.# New lights at our adult softball field (within the next 12-18 months)
- 2012: CF.# Re-surfacing of the tennis courts at Keswick Park
- 20??: CF.# Development of the open field at Keswick beside the tennis courts. More tennis courts or a youth athletic field
- 20??: CF.# A general purpose recreation building with classroom/meeting rooms and ideally indoor basketball courts
- 20??: CF#. If any land becomes available we need more athletic fields to expand current leagues

City Planner Notes from 08/02/11 Workshop

Items to add or refine to STWP

- T# Add: Assess areas likely to support a CID and review viability to promote with property owners the potential to create a CID for infrastructure improvements (2012, 2013, 2014)
- ED# Add: Consider pursuing an Urban Redevelopment Plan (required for Opportunity Zones) (year?)
- ED/LU# Add: Identify ways to promote an "Auto-Row" as part of the City marketing strategy (not as defined development character area boundary since parcels not all in a contiguous area) (2012, 2013)

		Fiscal Year(s)					Estimated Total Cost	Funding Source	Responsible Department or Agency
		2011	2012	2013	2014	2015			
Comprehensive Plan Update City of Chamblee, Georgia									
SHORT-TERM WORK PROGRAM 2011-2015 Draft 08.01.11: blue font = in prior STWP									
INTERGOVERNMENTAL COORDINATION									
IC.1	Coordinate transportation projects with Doraville resulting from Doraville GM LCI, especially New Peachtree Road	✓	✓	✓	✓	✓			Development Director; City Manager
IC.2	Coordinate transportation projects with DeKalb County through the Transportation Investment Act call for project list process	✓							Development Director; City Manager
IC.3	Work with DeKalb County on property file transfer for Annexed area records	✓							City Manager
IC.4	Work with GDOT to resolve streetscape standard differences and achieve Context Sensitive design along Peachtree Blvd.	✓	✓						Development Director
IC.5	Work with DeKalb BOE for High School project	✓							Development Director; City Manager
IC.6	Continue coordination with North DeKalb Mayors regarding municipal issues and needs	✓	✓	✓	✓	✓			Mayor; City Manager
IC.7	Coordinate management of transportation projects with ARC and GDOT								City Manager; Development Director
	OTHER???								
LAND USE									
LU.1	Review Zoning Code for potential modification to reflect amended Comprehensive Plan, including design regulations specific to auto-dealers and active industrial uses	✓	✓						Development Director; City Manager
LU.2	Examine zoning disputes in annexed area and propose modifications on zoning map	✓	✓				\$2,000		City Manager, Development Director
LU.3	Prepare "fix-it" list for zoning, subdivision and development regulations	✓		✓		✓		Staff	Development Director (with City Planner/Engineer)
LU.4	Draft Auto-Row regulations within CC district and/or special use regulations section	✓	✓				\$5,000		Development Director
LU.5	Publish updated applicant instructions and SOPs		✓				\$4,000		Development Director (with City Planner/Engineer)
LU.6	Fee-in-lieu of Parking and in-lieu of Streetscape		✓					Staff	Development Director, Finance Director
LU.7	Continue to fund sidewalk replacement and maintenance fund	✓	✓	✓	✓	✓		Staff; developer applicants	City Manager; Development Director
LU.8	Require all new developments to connect to identified pedestrian linkages as part of development plan review	✓	✓	✓	✓	✓		Staff	Development Director
LU.9	Complete the LCI 10 year update	✓					\$10,000	General Fund and Staff	THIS IS REQUIRED IF YOU WANT TO BE ELIGIBLE FOR LCI IMPLEMENTATION \$

