



CITY OF STONECREST, GEORGIA

CITY COUNCIL WORK SESSION – AGENDA

3120 Stonecrest Blvd., Stonecrest, GA 30038

Monday, January 08, 2024 at 6:00 PM

Mayor Jazzmin Cobble

Council Member Tara Graves - District 1 Council Member Terry Fye - District 2

Council Member Alecia Washington - District 3 Mayor Pro Tem George Turner - District 4

Council Member Tammy Grimes - District 5

Citizen Access: [Stonecrest YouTube Live Channel](#)

I. CALL TO ORDER: George Turner, Mayor Pro-Tem

II. ROLL CALL: Sonya Isom, City Clerk

III. AGENDA DISCUSSION ITEMS

a. For Discussion - Public Works Study Presentation - *Gia Scruggs, City Manager & Carl Vinson Institute*

b. For Discussion - Committee Structure - *George Turner, Mayor Pro Tem*

c. For Discussion - Comprehensive Plan Update - *Tre'Jon Singletary, Senior Planner*

IV. EXECUTIVE SESSION

(When an executive session is required, one will be called for the following issues: 1) Personnel, 2) Litigation, 3) Real Estate)

V. ADJOURNMENT

Americans with Disabilities Act

The City of Stonecrest does not discriminate on the basis of disability in its programs, services, activities and employment practices.

If you need auxiliary aids and services for effective communication (such as a sign language interpreter, an assistive listening device or print material in digital format) or reasonable modification to programs, services or activities contact the ADA Coordinator, Sonya Isom, as soon as possible, preferably 2 days before the activity or event.



CITY COUNCIL AGENDA ITEM

SUBJECT: Public Works Study Presentation

AGENDA SECTION: *(check all that apply)*

- PRESENTATION** **PUBLIC HEARING** **CONSENT AGENDA** **OLD BUSINESS**
- NEW BUSINESS** **OTHER, PLEASE STATE:** Click or tap here to enter text.

CATEGORY: *(check all that apply)*

- ORDINANCE** **RESOLUTION** **CONTRACT** **POLICY** **STATUS REPORT**
- OTHER, PLEASE STATE:** Click or tap here to enter text.

ACTION REQUESTED: **DECISION** **DISCUSSION**, **REVIEW**, or **UPDATE ONLY**

Previously Heard Date(s): Click or tap to enter a date. & Click or tap to enter a date.

Current Work Session: Monday, January 8, 2024

Current Council Meeting: Click or tap to enter a date.

SUBMITTED BY: Hari Karikaran, PE, City Engineer

PRESENTER: Gia Scruggs, City Manager/Carl Vinson Institute

PURPOSE: Present Public Works Study Draft Recommendations to the Council.

FACTS: Currently DeKalb County provides Public Works Services to City of Stonecrest. The City entered in to a Memorandum of Agreement with Carl Vinson Institute of the Board of Regents of the University of Georgia), study the possibility of providing Public Works Services by the City itself. The Institute has completed the study and ready to finalize the Report. Draft Recommendations are presented to the City Council for Information purpose and seek input from the Council.

OPTIONS: Discussion only N/A

RECOMMENDED ACTION: Discussion only N/A

ATTACHMENTS:

- (1) Attachment 1 - Draft Recommendation Presentation
- (2) Attachment 2 - Click or tap here to enter text.
- (3) Attachment 3 - Click or tap here to enter text.



CITY COUNCIL AGENDA ITEM

- (4) Attachment 4 - Click or tap here to enter text.
- (5) Attachment 5 - Click or tap here to enter text.



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Item III. a.

Public Works Study

January 8, 2024

Stonecrest City Council Presentation

Agenda

- Introduction
- Purpose & scope of the study
- Methodology
- Results
- Considerations
- Questions



The Study's Objectives

Explore the feasibility of Stonecrest taking responsibility for certain public works services

- Estimate cost of 2 service delivery models: contract and in-house
- Case study approach using other Georgia cities' costs
- Estimate property tax implications of 2 models
- The Institute does not take a position for or against the city taking control of public works services, nor does it express an opinion about whether Stonecrest should provide services directly or primarily through a contractor.



Scope

- Services
 - Limited to the maintenance and repair of streets, sidewalks, rights-of-way, traffic signals, and storm drainage funded through the General Fund
- Participating cities
 - Contract Model: Brookhaven and Dunwoody
 - In-house Model: Dalton, Gainesville, and Newnan
- Time period
 - FY21 and FY22 General Fund expenditures
 - 2021 Municipal Public Works Wages from DCA study for metro cities



Contract Model

Contract Cost Methodology

Average participating cities' FY21 and FY22 expenditures for like-services

Calculate an average cost per lane mile

Multiply average cost per lane mile by Stonecrest's lane miles

Estimate Maintenance Yard or Infrastructure Cost

Stonecrest

Estimated Annual Cost to Contract Public Works*

	<u>Participating Cities' Unit Cost</u>	<u>Stonecrest's Lane Miles</u>	<u>Est. Cost</u>
Estimated Annual Contract Cost - Average	\$5,366	457	\$2.45 million
Estimated Annual Contract Cost - High	\$7,340	457	\$3.35 million
Plus Annualized Infrastructure Cost			<u>\$4,258</u>
Total Estimated Annual Cost*			\$2.46 - \$3.36 million

*Estimated average cost for general fund expenditures for maintenance and repairs only; does not include any SPLOST-funded projects.
Sources: Cities of Brookhaven and Dunwoody General Fund expenditures only; GDOT 449 Report

In-House Model



In-House Cost Methodology



PERSONNEL
SERVICES



OPERATING



HEAVY EQUIPMENT



INFRASTRUCTURE

In-House Cost Estimate

Cost Categories	Annual Estimated Cost
Personnel Services	\$2,671,912
Operating	\$765,894
Equipment	\$103,813
Infrastructure	\$4,258
Total Estimated Annual Cost	\$3.55 million

Model Comparison

Comparison of Two Models' Estimated Annual Costs

	In-House Model	Contract Model Average*	Contract Model High**
Personnel Services	\$2,671,912		
Operating	\$765,894	\$2,452,262	\$3,354,380
Equipment	\$103,813		
Infrastructure	\$4,258	\$4,258	\$4,258
Total Estimated Annual Cost	\$3.55 million	\$2.46 million	\$3.36 million

*Average Contract = Dunwoody and Brookhaven average expenditures FY2021 & 2022 for like services

**Contract Model High = Brookhaven average expenditures FY2021 & 2022 for like services

Calculations impacted by rounding

Property Tax Analysis

City Property Tax Profile

2023 Stonecrest Tax Digest

Item III. a.

Real Property Assessed Value	\$2.9 billion
Less City Exemptions	<u>\$1.1 billion</u>
Net Assessed Value	\$1.8 billion
x Mill Rate	<u>0.001257</u>
City Property Tax Revenue	<u>\$2.26 million</u>
City property taxes paid by the average homeowner*	\$123.55

Source: 2023 DeKalb County Property Tax Digest, City of Stonecrest parcels

* Average assessed value of residential property = \$98,289

Annual City Property Tax Implications of Two Public Works Models

	In-House Model	Contract Model Average**	Contract Model High***
Estimated Cost	\$3.55 million	\$2.46 million	\$3.36 million
÷ Net Assessed Value	\$1.80 billion	\$1.80 billion	\$1.80 billion
Mill Rate	.001976	.001369	.001871
Cost Per \$1,000 in Assessed Value (Mills)	\$1.98	\$1.37	\$1.87
City Property Tax Impact on Average Homeowner* (1)	\$194.19	\$134.53	\$183.93

*Average assessed value of residential property = \$98,289

** Based on the average of Dunwoody and Brookhaven's FY2021 and 2022 contract expenditures

***Based on the average of Brookhaven's FY2021 and 2022 contract expenditures

Calculations may be impacted by rounding

(1) May be mitigated by some property taxes being shifted from county to city

Wrap Up

- Considerations and Limitations
 - Inflation
 - Assumes similarities between participating cities and Stonecrest
 - Age and condition of infrastructure impacts maintenance and repair costs
 - Funding sources other than property taxes
- Questions



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CITY COUNCIL AGENDA ITEM

SUBJECT: Committee Structure

AGENDA SECTION: *(check all that apply)*

- PRESENTATION PUBLIC HEARING CONSENT AGENDA OLD BUSINESS
 NEW BUSINESS OTHER, PLEASE STATE: Click or tap here to enter text.
-

CATEGORY: *(check all that apply)*

- ORDINANCE RESOLUTION CONTRACT POLICY STATUS REPORT
 OTHER, PLEASE STATE: Click or tap here to enter text.
-

ACTION REQUESTED: DECISION DISCUSSION, REVIEW, or UPDATE ONLY

Previously Heard Date(s): 12/11/23 & Click or tap to enter a date.

Current Work Session: Monday, January 8, 2024

Current Council Meeting: Click or tap to enter a date.

SUBMITTED BY: George Turner, Mayor Pro Tem

PRESENTER: George Turner, Mayor Pro Tem

PURPOSE: Click or tap here to enter text.

FACTS: To discuss committee structure and suggested changes.

OPTIONS: Discussion only Click or tap here to enter text.

RECOMMENDED ACTION: Discussion only Click or tap here to enter text.

ATTACHMENTS:

- (1) Attachment 1 - 2024 TIPS and Townhall
- (2) Attachment 2 - Suggested Changes to Committee Structure
- (3) Attachment 3 - Committee Meeting Schedules and Assignments
- (4) Attachment 4 - Resolution
- (5) Attachment 5 - Click or tap here to enter text.



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3120 Stonecrest Blvd. Stonecrest, GA 30038

770.224.0200 * www.stonecrestga.gov

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2024 Town Hall / Transportation Infrastructure Parks SPLOST (TIPS) Committee Meeting SCHEDULE

MEETING DATE	MEETING TYPE
FEB 15	Town Hall D1& D2
FEB 28	TIPS
MAR 27	TIPS
APR 11	Town Hall D3 & D4
APR 25	TIPS
MAY 29	TIPS
JUNE 13	Town Hall D5 / Mayor
JUNE 26	TIPS

JULY 24	TIPS
AUG 15	Town Hall D1 & D2
AUG 28	TIPS
SEPT 25	TIPS
OCT 17	Town Hall D3 & D4
OCT 30	TIPS
NOV 27	TIPS
DEC 12	Town Hall Comp
DEC 18	TIPS

DRAFT

Suggested changes to committee structure

Standing

1. Financial Oversight Committee
2. T.I.P.S. (Transportation, Infrastructure, Parks, SPLOST)

Ad Hoc

1. CID Steering Committee
2. Public Safety Steering Committee

For the standing committees, an ordinance establishing them which codifies these as official standing committees of the city. Membership information by title only is in this ordinance. This will establish the standing committees and define the structure (i.e. the rules, quorum, meeting frequency, etc.) The ordinance should also stipulate that the two appointed council members will serve as chair and vice chair (those two council members can change each year, but that assignment would be handled in the resolution). We should also include that these committees will meet monthly (unless otherwise necessary) and specify the calendar occurrences (i.e. 3rd Wednesday, 4th Thursday, 1st Monday, etc.) By resolution, we can appoint members to it which would be the only portion of the document that changes year to year.

For the ad hoc committees This committee will be created by resolution setting a deadline for completion of their purpose/task at less than 11 months. The calendar would start after the members have been appointed and the chair and vice chair will be the elected officials who are appointed to the committees. This establishes a definite sunset so that the actual task is completed. If they do end up needing more time, the resolution can be amended to add more time.

General Public Participation

For the discussions/brainstorming sessions about general or specific topics, the city council will host town hall meetings or think tanks for all citizens or business owners to attend throughout the year. Town halls can be held at City Hall or within the district. These meetings should be scheduled in advance, preferably on an annual calendar. Although different districts may host the meeting, they will be open to the entire city. Joint meetings will be encouraged. With 6 members of council, bi-monthly meetings should be the minimum.

Committee Meeting Schedules and Assignments

<u>Committees</u>	<u>Frequency of Mtgs</u>		<u>Membership</u>
TIPS	Monthly		TBD
Finance	Monthly		TBD
CID	Ad hoc	as needed	TBD
Education	Ad hoc	as needed	TBD
Economic Dev.	Ad hoc	as needed	TBD
Public Safety	Ad hoc	as needed	TBD

1
2 A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF THE TRANSPORTATION,
3 INFRASTRUCTURE, PARKS, SPLOST (TIPS) COMMITTEE OF THE CITY OF
4 STONECREST, GEORGIA

5 AND APPOINTING THE INITIAL MEMBERS; TO REPEAL CONFLICTING
6 RESOLUTIONS; TO PROVIDE FOR SEVERABILITY; TO PROVIDE AN EFFECTIVE
7 DATE AND FOR OTHER LAWFUL PURPOSES.

8
9 **WHEREAS**, the governing authority of the City is authorized by O.C.G.A. § 36-35-3 to
10 adopt ordinances and resolutions relating to its property, affairs, and local government; and

11 **WHEREAS**, Mayor and Council for the City of Stonecrest is the governing authority of
12 the City; and

13 **WHEREAS**, Mayor and City Council are authorized by the City Charter, as amended by
14 Senate Bill 21, adopted April 1, 2021, to adopt ordinances and resolutions for the administration
15 of the City and to create and appoint members to Committees, commissions, and committees
16 concerning the affairs of the City; and

17 **WHEREAS**, the City Charter grants the City the power to exercise and enjoy all other
18 powers, functions and rights necessary or desirable to promote the general welfare of the City and
19 its inhabitants; and

20 **WHEREAS**, the city council shall have the power by ordinance or resolution to establish
21 oversight, policy, and standing committees of the council; and

22 **WHEREAS**, the governing authority of the City has determined that it is in the best interest
23 of the City and its citizens to establish a standing committee known as the TIPS Committee of the
24 City of Stonecrest, Georgia; and

25 **WHEREAS**, it is the governing authority’s desire that the TIPS Standing Committee
26 provide a forum for discussing best practices and to advise the City Council regarding best
27 practices with respect to strategies for Transportation, Infrastructure, Parks and SPLOST action
28 planning for Stonecrest and community.

29 **NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED BY THE MAYOR**
30 **AND COUNCIL OF THE CITY OF STONECREST, GEORGIA**, as follows:

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SECTION I

33 ESTABLISHMENT OF THE TRANSPORTATION INFRASTRUCTURE PARKS
34 AND SPLOST (TIPS) STANDING COMMITTEE AND AUTHORIZATION

35 In response to the City of Stonecrest’s overall values and changing needs of the City’s
36 population, Mayor and Council hereby create a TIPS Standing Committee to advise and engage
37 with City Council for such duration as Mayor and Council may desire (hereinafter referred to as
38 the “TIPS Committee”). Creating this Committee is an opportunity for the City to affect
39 substantive improvements to the City’s review of comprehensive readiness to move project
40 forward and to transform our City into one defined by the collective pursuit of a high quality of
41 life for all residents.

42

43

SECTION II

44

MISSION AND DUTIES

45 The mission of the TIPS Committee is to receive public comments from the citizens of the
46 City of Stonecrest as a part of the deliberation of the comprehensive actions to address the
47 immediate need of improving legislative actions of City Council. The purpose of the TIPS standing
48 Committee is to ensure:

- 49 1. To provide as necessary and appropriate advice, reviews, reports and
50 recommendations to the City Manager, Mayor, Mayor Pro Tempore and
51 City Council on comprehensive activity and areas of immediate concern.
- 52 2. That lists of projects are equitable, appropriately prioritized, and well distributed
53 throughout the City.
- 54 3. That each district of the City is represented and has the opportunity to advocate for
55 improved facilities and resources.

56 **SECTION III**

57 MEMBERSHIP

58 The TIPS Committee shall be composed of five (5) members, two (2) of which shall be
59 Councilmembers appointed by the City. The City Council shall establish qualifications for
60 members of the TIPS Committee except that each member must be either a resident of the City
61 or an owner or officer of a business domiciled in the City. Each Committee person shall be
62 nominated and approved by the City Council. The Chair and vice chair shall be
63 councilmembers appointed by the mayor and approved by council. Members must attend two
64 thirds (2/3) of the TIPS Committee meetings in a calendar year.
65 Failure to do so warrants removal from the Committee.

66 **SECTION IV**

67 TERMS

68 Each member shall serve for a term of one (1) year. Members filling vacancies shall
69 serve the remainder of the term to which they were appointed. A consecutive appointment is
70 permissible. Members whose terms expire shall continue to serve until a replacement is

71 appointed or a consecutive appointment is made. Any member may be removed with or without
72 cause by the City Council.

73 **SECTION V**

74 COMPENSATION

75 TIPS Committee members will serve without compensation. Reasonable expenses for travel
76 and Committee related expenses may be reimbursed pursuant to a policy to be established by
77 the City Manager and approved by the City Council.

78 **SECTION VI**

79 QUORUM

80 A majority of the actual number of TIPS Committee members establishes a quorum.
81 Any action taken requires a majority of affirmative votes of the quorum present.

82 **SECTION VII**

83 GOVERNANCE

84 The TIPS Committee may adopt bylaws for the governance of the Committee. The TIPS
85 Advisory Committee shall set its own meeting schedule and establish the meeting agendas.
86 Meetings shall be governed in accordance with the Open Meetings Act found within the Official
87 Code of Georgia Annotated. The TIPS Committee shall meet at least eight days before each
88 regularly scheduled work session of the city council, having one meeting in each one meeting
89 in each month of a calendar year.

90 All meetings shall be open to the public and all records maintained by the TIPS
91 Committee shall be public records unless expressly exempted by a provision of the Georgia
92 Open Records Act. The TIPS Committee shall keep minutes of its proceedings, showing the
93 vote of each member upon each question, and shall maintain records of its examinations and

94 other official actions, all of which shall be filed in the office of the City Clerk. Copies of the
95 minutes shall be sent to the Mayor and each member of the City Council. At each meeting, the
96 public shall be granted time for public comment.

97 The chairperson shall serve for one (1) year or until re-appointed or a successor is
98 appointed. The vice chair shall serve for one (1) year or until re-appointed or a successor is
99 appointed. The Committee shall select one of its members to be the secretary if one is not
100 appointed by staff.

101 **SECTION VIII**

102 INITIAL MEMBERS

103 The initial members of the TIPS Committee shall be as follows:

- 104 1. Councilmember
- 105 2. Councilmember
- 106 3. City Manager
- 107 4. Finance Director
- 108 5. Director of Engineering
- 109 6. Mayor Ex-Officio

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112
113 **SECTION IX**

114 ENFORCEMENT AND SEVERABILITY

115 (a) It is hereby declared to be the intention of the Mayor and Council that all
116 sections, paragraphs, sentences, clauses, and phrases of this Resolution are or were, upon their
117 enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

118 (b) It is hereby declared to be the intention of the Mayor and Council that, to the
119 greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase
120 of this

121 Resolution is severable from every other section, paragraph, sentence, clause or phrase of this
122 Resolution. It is hereby further declared to be the intention of the Mayor and Council that, to
123 the greatest extent allowed by law, no section, paragraph, sentence, clause, or phrase of this
124 Resolution is mutually dependent upon any other section, paragraph, sentence, clause or phrase
125 of this Resolution.

126 (c) In the event that any phrase, clause, sentence, paragraph or section of this
127 Resolution shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise
128 unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the
129 express intent of the Mayor and Council that such invalidity, unconstitutionality or
130 unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional
131 or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or
132 sections of the Resolution and that, to the greatest extent allowed by law, all remaining phrases,
133 clauses, sentences, paragraphs and sections of the Resolution shall remain valid, constitutional,
134 enforceable, and of full force and effect.

135
136 **SECTION X**

137 **REPEAL OF CONFLICTING RESOLUTIONS**

138 All resolutions and parts of resolutions in conflict herewith are hereby expressly repealed.

139 **SECTION XI**

140 **EFFECTIVE DATE OF RESOLUTION**

141 This Resolution shall become effective upon the date of approval and execution by the
142 Mayor and Council of the City of Stonecrest, Georgia.

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146 **SO RESOLVED, this _____ day of _____, 2024.**

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CITY OF STONECREST, GEORGIA

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Jazzmin Cobble, Mayor

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160 **ATTEST:**

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Sonya Isom, City Clerk

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168 **APPROVED AS TO FORM:**

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City Attorney

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CITY COUNCIL AGENDA ITEM

SUBJECT: Comprehensive Plan Update

AGENDA SECTION: *(check all that apply)*

- PRESENTATION
 PUBLIC HEARING
 CONSENT AGENDA
 OLD BUSINESS
 NEW BUSINESS
 OTHER, PLEASE STATE: Click or tap here to enter text.

CATEGORY: *(check all that apply)*

- ORDINANCE
 RESOLUTION
 CONTRACT
 POLICY
 STATUS REPORT
 OTHER, PLEASE STATE: Click or tap here to enter text.

ACTION REQUESTED: DECISION DISCUSSION, REVIEW, or UPDATE ONLY

Previously Heard Date(s): Click or tap to enter a date. & Click or tap to enter a date.

Current Work Session: Monday, January 8, 2024

Current Council Meeting: Click or tap to enter a date.

SUBMITTED BY: Tre'Jon Singletary, Senior Planner of Planning and Zoning

PRESENTER: Tre'Jon Singletary, Senior Planner of Planning and Zoning

PURPOSE: Provide Mayor, City Council, and Public of upcoming meetings regarding the Comprehensive Plan update.

FACTS: The City of Stonecrest's first comprehensive plan was approved in 2018. The State of Georgia requires all local jurisdictions to update their comprehensive plans every five (5) years in order to maintain their Qualified Local Government (QLG) status. This comprehensive plan 5-year update will update community goals, needs and opportunities, community work program, and land use elements. The submittal deadline is June 30, 2024, to the Department of Community Affairs (DCA) and Atlanta Regional Commission (ARC).

OPTIONS: Discussion only Click or tap here to enter text.

RECOMMENDED ACTION: Discussion only Click or tap here to enter text.



CITY COUNCIL AGENDA ITEM

ATTACHMENTS:

- (1) Attachment 1 - Comprehensive Plan Calendar
- (2) Attachment 2 - Click or tap here to enter text.
- (3) Attachment 3 - Click or tap here to enter text.
- (4) Attachment 4 - Click or tap here to enter text.
- (5) Attachment 5 - Click or tap here to enter text.

Date	Event/Meeting	Type
January 2, 2024	Planning Commission Meeting #1	Virtual
January 18, 2024	Core Team Meeting #1	Virtual
January 22, 2024	City Council Public Hearing #1	In-Person
January 25, 2024	Community Meeting #1	In-Person
February 5, 2024	Core Team Meeting #1	Virtual
February 8, 2024	Community Meeting #2	In-Person
February 20, 2024	Community Meeting #3	In-Person

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Date	Event/Meeting	Type
February 22, 2024	Community Meeting #4	In-Person
February 27, 2024	Community Meeting #5	In-Person
February 29, 2024	Community Meeting #6	In-Person
March 28, 2024	Core Team Meeting #3	Virtual
April 4, 2024	Community Meeting #7	In-Person
May 9, 2024	CPIM (Community Planning Information Meeting)	Virtual
June 4, 2024	Planning Commission #2	In-Person
June 24, 2024	City Council Meeting #2	In-Person

Item III. c.