



**REGULAR CITY COUNCIL MEETING AGENDA**  
**Tuesday, October 2, 2018 @ 6:30 pm**  
**City Hall, 875 Main Street, Stone Mountain, Georgia 30083**

**CALL TO ORDER**

**DETERMINATION OF A QUORUM**

**INVOCATION AND PLEDGE**

**CITIZEN COMMENTS – NON-AGENDA ITEMS ONLY**

**READING AND APPROVAL OF THE JOURNAL**

- Minutes of Regular City Council Meeting 09/04/18
- Minutes of Special Called Meeting 09/18/18
- Minutes of Council Work Session 09/18/18

**READING OF COMMUNICATIONS**

**ADOPTION OF THE AGENDA OF THE DAY**

**NEW BUSINESS**

- A. Consent Agenda
- B. City of Stone Mountain FY 2018-19 MS4 Annual Report and Dry Weather Screening Proposal – Clark Patterson Lee
- C. Consideration of Procedure for Traffic Calming and Stop Sign Installation Measures
- D. Solid Waste Management Services Presentation – DeKalb County Sanitation

**NEW ORDINANCES AND RESOLUTIONS**

- A. None.

**COMMITTEE DISCUSSION ITEMS**

- A. Planning and Zoning
- B. Economic Development/Downtown Development Authority
- C. Historic Preservation Commission

**REMARKS OF PERSONAL PRIVILEGE**

**ANNOUNCEMENTS BY THE MAYOR**

**ADJOURNMENT**

**COMMENTS FROM THE PUBLIC**

*The public comments are reserved exclusively for comments from the public and not for immediate reply. The purpose of public comment is to allow the public to voice city related requests, concerns or opinions only during the public comment portion of the City Council meeting. I. The Mayor and City Council reserves the right to extend or limit the length of public comments based on: (1) the issue under discussion; (2) the number of items on the agenda; and (3) the extent to which the speaker remains constructive in their comments and questions. II. The public may not directly confront the public speaker but must direct all comments and questions to the Mayor and City Council. III. Public harassment of or confrontation with a public speaker will not be tolerated. Members of the public violating tenets two or three will be asked to sit down or leave the premises.*



**MINUTES OF THE REGULAR COUNCIL MEETING**  
**Tuesday, September 4, 2018 @ 6:30 pm**  
**City Hall, 875 Main Street, Stone Mountain, Georgia 30083**

**CALL TO ORDER**

The meeting was called to order by Mayor Patricia Wheeler at 6:32pm. Councilmembers Little, Mailman, Hollis, Johnson, and Wells were present. Councilmember Bryant was absent.

**DETERMINATION OF A QUORUM**

Mayor Wheeler determined that a quorum was present.

**INVOCATION AND PLEDGE**

Councilmember Hollis led the invocation. Councilmember Wells led the pledge of allegiance.

**CITIZEN COMMENTS – NON-AGENDA ITEMS ONLY**

None.

**READING AND APPROVAL OF THE JOURNAL**

- Minutes of Regular City Council Meeting 08/07/18  
Mayor Pro Tem Johnson moved for approval of the minutes, seconded by Councilmember Hollis. No additions or corrections were noted.  
Motion approved 5-0.
- Minutes of Special Called Meeting 08/21/18  
Mayor Pro Tem Johnson moved for approval of the minutes, seconded by Councilmember Hollis. No additions or corrections were noted.  
Motion approved 5-0.
- Minutes of Council Work Session 08/21/18  
Mayor Pro Tem Johnson moved to postpone the approval of the minutes, seconded by Councilmember Hollis.  
Motion approved 5-0.

**READING OF COMMUNICATIONS**

None.

**ADOPTION OF THE AGENDA OF THE DAY**

Mayor Pro Tem Johnson moved to adopt the agenda of the day with the addition of Items C – E under New Business, seconded by Councilmember Hollis.

Motion approved 5-0.

- C. Amend Classification Plan to include Communications Specialist / Administrative Assistant
- D. Contract Proposal for Permit Technician Services with Safebuilt
- E. Extension of Contract Services for Court Services Assistant Shirley Green

**UNFINISHED BUSINESS**

- A. Consideration of Rock Gym Maintenance – Intergovernmental Agreement between the City of Stone Mountain and DeKalb County Board of Education for Long-Term Lease of the Historic Rock Gym Facility  
Discussion only. City Manager ChaQuias Miller Thornton referenced her conversation with Mr. Daniel Drake, COO for DeKalb County Schools for Operations. DeKalb County has decided to extend a full 10-year term eliminating the 2-year renewal periods. The annual rental amount still holds at 8% of \$165,000 per year which is the assessed value, which is \$13,200 per year for annual rent. The other terms of the agreement have not changed yet. Councilmembers discuss their interest in coming back to the table with this lease agreement if there is an option of ownership in the gym, help with improvements of the gym, or DeKalb's vested interest in funding a program for the gym.

**NEW BUSINESS**

- A. Consent Agenda  
None.

- B. **Composition of Request for Proposal – Solid Waste Management Services**  
 City Manager Thornton discussed the draft Intergovernmental Agreement with DeKalb County for sanitation. DeKalb County will be entitled to impose and collect fees that are consistent with DeKalb County. City will be required to adopt DeKalb County's waste management ordinances or must have a set of guidelines that are no less stringent than DeKalb's. City Manager will send out those codes to Council once she gets them from DeKalb County. Police power concerning sanitation will rest with DeKalb County as well. City or County can terminate agreement with or without cause with written notice of at least 180 days prior. Term is renewable every year for a life of 50 years. Councilmember Mailman had concerns if we have spoken with all Commercial customers regarding the possible change in sanitation provider and wanted opinion from audience. Concern was also if DeKalb County grows so large will they source out some of their services. City Manager stated that DeKalb County will not outsource their services at any time. It was also stated by City Manager that we did reach out to Commercial customers and she had an opportunity to speak with Mr. Friese of Village Corner. Mr. Friese spoke from audience in support of DeKalb County sanitation services.
- C. **Amend Classification Plan to include Communications Specialist / Administrative Assistant**  
 Mayor Pro Tem Johnson moved for amendment of Classification Plan for inclusion of Communications Specialist, seconded by Councilmember Hollis. Councilmember Mailman asked for a clarification. City Manager Thornton went over the personnel need for Assistance to the Administrative staff. To advertise this position, we must add this position to the Classification Plan. The salary range came from DCA Wages and Salary survey for 2017 – 2018 year. We will not have to add additional funds for this current budget year.  
 Motion approved 5-0.
- D. **Contract Proposal for Permit Technician Services with Safebuilt**  
 Mayor Pro Tem Johnson moved for amendment of the Contract for Permit Technician Services with Safebuilt, seconded by Councilmember Hollis. Mayor Pro Tem asked City Manager Thornton to explain the contract. City Manager explained that the position will offer support in our permitting process, the liaison to DeKalb County watershed and offer support in zoning. The negotiated rate will be 53.00/hour.  
 Motion approved 5-0.
- E. **Extension of the Contract Services for Court Services Assistant Shirley Green.**  
 Mayor Pro Tem Johnson moved for the approval of the extension of the contract services for Court Services Assistant Shirley Green, seconded by Councilmember Hollis. City Manager Thornton was asked to explain. City Manager explained the need for the extension due to court sessions being over 200 participants. She stated that we are still within contract costs.  
 Motion approved 5-0.

## **NEW ORDINANCES AND RESOLUTIONS**

- A. **Resolution 2018-20 FY2018 Budget Amendment**  
 Mayor Pro Tem Johnson moved for adoption of Resolution 2018-FY2018 Budget Amendment, seconded by Councilmember Hollis. City Manager went on to explain the amendment to the budget.  
 Motion approved 5-0.

## **COMMITTEE DISCUSSION ITEMS**

- A. **Planning and Zoning – no discussion.**  
 B. **Economic Development/Downtown Development Authority – no discussion; just announced work session to be held this coming Monday, September 10.**  
 C. **Historic Preservation Commission – no discussion.**

## **REMARKS OF PERSONAL PRIVILEGE**

Mayor Pro Tem Johnson thanked everyone that participated in ceremony for Chief Rivers. Councilmember Mailman congratulated Susan Coletti on new addition to family. He wanted to thank everyone for ceremony for Chief Rivers and that a cross will be put up behind his headstone. City Manager Thornton discussed the construction project at the Train Depot and for everyone to keep Sgt. Floyd in our prayers with loss of his father.

## **ANNOUNCEMENTS BY THE MAYOR**

She announced that she will be out of the country and Mayor Pro Tem Johnson will be in charge during the work session. City Manager added that budget work session will be held on Friday, September 28 at 6:00pm.

**ADJOURNMENT**

Mayor Pro Tem moved to adjourn; seconded by Councilmember Hollis.

Motion approved 5-0.

City Council meeting adjourned at 7:14pm.

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**Patricia Wheeler, Mayor**

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**Alicia Daniels, Assistant City Clerk**



**MINUTES OF THE SPECIAL CALLED CITY COUNCIL MEETING**  
**Tuesday, September 18, 2018 @ 6:30 pm**  
**City Hall, 875 Main Street, Stone Mountain, Georgia 30083**

**CALL TO ORDER**

The meeting was called to order by Mayor Pro Tem Johnson at 6:34pm. Councilmembers Bryant, Hollis, and Little were present. Mayor Wheeler and Councilmembers Mailman and Wells were absent.

**DETERMINATION OF A QUORUM**

Mayor Pro Tem Johnson determined a quorum was present.

**ADOPTION OF THE AGENDA OF THE DAY**

Councilmember Hollis moved to adopt the agenda of the day; seconded by Councilmember Little.  
Motion approved 3-0.

**NEW BUSINESS**

- A. To Approve Issuance of Written Notice of Nonrenewal to Advance Disposal – Termination of Contract for Residential and Commercial Solid Waste, Yard Waste and Recycling Collection and Disposal, December 31, 2018. Councilmember Hollis made a motion to approve; seconded by Councilmember Little. No discussion.  
Motion approved 3-0.
- B. Solid Waste Management Services –Intergovernmental Agreement for the Provision of Solid Waste Management Services Between DeKalb County, Georgia and The City of Stone Mountain, Georgia  
Councilmember Hollis made a motion to approve; seconded by Councilmember Little. No discussion.  
Motion approved 3-0.
- C. Minutes of Council Work Session 08/21/18  
Councilmember Hollis made a motion to approve; seconded by Councilmember Little. No discussion.  
Motion approved 3-0.

**ADJOURNMENT**

Councilmember Hollis made a motion to adjourn; seconded by Councilmember Little.  
Motion approved 3-0.  
Mayor Pro Tem closed the meeting at 6:36p.m.

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**Patricia Wheeler, Mayor**

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**Alicia Daniels, Assistant City Clerk**



**CITY COUNCIL COMMITTEE/WORK SESSION MINUTES**  
**Tuesday, September 18, 2018 @ 6:30 pm**  
**City Hall, 875 Main Street, Stone Mountain, Georgia 30083**

**CALL TO ORDER**

The meeting was called to order by Mayor Pro Tem Johnson at 6:36pm. Present were Councilmembers Bryant, Hollis, and Little. Mayor Patricia Wheeler, Councilmembers Mailman and Wells were absent.

**DETERMINATION OF A QUORUM**

Mayor Pro Tem Johnson determined a quorum was present.

**INVOCATION AND PLEDGE**

Councilmember Hollis gave the invocation and Councilmember Bryant led the pledge of allegiance.

**READING OF COMMUNICATIONS**

None.

**ADOPTION OF THE AGENDA OF THE DAY**

Councilmember Hollis moved to adopt the agenda of the day; seconded by Councilmember Little. Motion approved 3-0.

**CITIZEN COMMENTS – NON-AGENDA ITEMS ONLY**

Susan Coletti

5417 E. Mountain Street

She wants Council to consider installation of parking meters with the great deal of parking that is used up in the morning and evenings.

Melvin Woods

514 Rockborough Drive

He thanked the Council and City Manager for attending the Back to School Block Party at the Rockborough subdivision. He also wanted to remind the Council that the Rockborough subdivision still needs parking signs installed.

**COMMITTEE DISCUSSION ITEMS**

A. Planning and Zoning  
None.

B. Economic Development/Downtown Development Authority

Mayor Pro Tem Johnson announced that they have a new hire for the Director of DDA, Ms. Glenn, and her start date is September 27. She stated that the OPO project is still in progress. DDA will be hosting a free movie on Saturday, September 29. ARC will begin a parking study for the City.

C. Historic Preservation Commission  
None.

**STAFF REPORTS**

A. Code Compliance Officer

Bob Hillis gave report and highlighted pursuit of nuisance abatement on the properties 1057 Fourth Street and 1054 Evans Lane. Ownership of these properties have not been determined yet. Councilmember Bryant had questions about 5444 Rockbridge status. Code Compliance gave an update on the property at 5444 Rockbridge that there is still an open case on the property in municipal court.

B. Public Works Director

Jim Tavenner reported on a pre-bid for October 2 concerning 3 drainage projects at S. Rockborough Court, 610 Rockborough Drive and 5376 Cherry Wood Drive. These bids will be approved by Council on November 6. He gave a status on the construction at the Train Depot.

C. Chief of Police

Chief Troutman reported that stats are down due to patrol officers attending training sessions.

D. Visitor Center Manager

Mayor Pro Tem Johnson reported for Visitors Center because Kim Cumbie was still at the Farmer's Market. There will be a change in the date of the Christmas Parade this year. It will be moved to Saturday, December 1.

**UNFINISHED BUSINESS**

- A. Consideration of Rock Gym Maintenance – Intergovernmental Agreement between the City of Stone Mountain and DeKalb County Board of Education for Long-Term Lease of the Historic Rock Gym Facility  
City Manager Thornton discussed the updates on her conversations with the County concerning the Rock Gym and options for ownership. Mayor Pro Tem Johnson suggested to remove this item from the agenda since there has been no progress towards an agreement between the City and the County. The Council agreed to remove from the agenda at this time and the City's focus should be on our own recreational and park facilities.

**NEW BUSINESS**

- A. Consent Agenda – None.
- B. City of Stone Mountain FY2018-19 MS4 Annual Report and Dry Weather Screening Proposal – Clark Patterson Lee  
City Manager Thornton spoke on the City's requirement for MS4 reporting of compliance with Storm Water Management Program guidelines and how Clark Patterson Lee, our architectural, engineering and planning firm, collects the data to compile the report for submission. She went over the proposed fees for the scope of work to collect this information through Clark Patterson Lee totaling \$18,000 including expenses billed at 10%.
- C. Consideration of Procedure for Traffic Calming and Stop Sign Installation Measures  
The recommendation was made by Councilmember Wells. He was not present. No questions or discussions.

**NEW ORDINANCES AND RESOLUTIONS**

- A. None

**CITY MANAGER'S REPORT**

City Manager Thornton reported on the Revenue and Expenses for the City. She reported that Director Jim Tavenner is making plans to resurface the basketball courts at both Leila Mason park and Medlock. She advised that the Communications Specialist application deadline is this Friday and the Permit Tech will start October 1. She also reported that she met with Pritchard and Jerden, our General Liability Insurance Agent, and hopes to present information for proposal to the Council by the regular session date in November. She also reminded Council of the Budget Work Session to be held Friday, September 28.

**ANNOUNCEMENTS BY THE MAYOR**

None. However, remarks of privilege by our Mayor Pro Tem Johnson were given regarding her trip to the Minneapolis conference on public transit.

**ADJOURNMENT**

Councilmember Hollis moved to adjourn; seconded by Councilmember Hollis.

Motion approved 3-0.

Work Session adjourned at 7:07pm.

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**Patricia Wheeler, Mayor**

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**Alicia Daniels, Assistant City Clerk**

**MEMORANDUM**  
City of Stone Mountain  
875 Main Street  
Stone Mountain, GA 30083

DATE : September 14, 2018  
TO : Mayor and City Council  
FROM : ChaQuias Thornton  
RE : MS4 Annual Report and Dry Weather Screening Proposal

The Environmental Protection Division requires annual submittal of the City's Municipal Separate Storm Sewer System (MS4) reporting for confirmation of compliance with Storm Water Management Program guidelines. Clark Patterson Lee is the architectural, engineering, and planning firm that performs the collection of data, survey and interview, and inspection services in conjunction with compiling the details of the report for the required submittal.

Approval of the attached proposal to provide data collection and reporting on the City's MS4 activities establishes an agreed upon scope of work and associated fees for the service. Scope of work and fees are detailed in the proposal.

The fees proposed for the FY2018-19 report are in line with the fees approved for the current year's FY2017-18 report. Fees are assessed at \$18,000 (total lump sum of full scope) plus the cost of direct expenses billed at cost plus 10%.

ChaQuias





August 9, 2018

Ms. ChaQuais Miller-Thornton, City Manager  
City of Stone Mountain  
875 Main Street  
Stone Mountain, GA 30083

VIA EMAIL

RE: City of Stone Mountain  
FY2018-19 MS4 Annual Report Data Collection and Report

Dear Ms. Miller-Thornton:

Clark Patterson Lee (CPL) is pleased to provide this proposal to provide data collection and reporting on the City's MS4 activities, as follows:

**Scope of Work**

- 1) Collect data necessary to write MS4 Annual Report, including:
  - a) Review last year's development activity
  - b) Interview city personnel regarding implementation of the City's comprehensive stormwater management plan
  - c) Inspect city facilities and highly visible pollutant source businesses.
  - d) Review status of city Ordinances required by North Metro Georgia Water Planning District.
  - e) Review city Standard Industrial Code (SIC) listings/business licensing information and perform inspections of HVPS locations and industrial sites.
  - f) Conduct municipal employee training on stormwater/pollution prevention
  - g) Review the city's enforcement response plan.
  - h) Review the city's monitoring and implementation plan for any 303(d) listed streams.
  - i) Review the city's public education and involvement program and recommend changes as necessary to comply with the comprehensive stormwater management plan.
  - j) Review the city's Green Infrastructure/Low Impact Development program describing the GI/LID techniques and practices to be implemented by the city.
  - k) Review the city's inventory of privately owned non-residential and publicly owned water quality related GI/LID structures within the city's jurisdiction
  - l) Review City storm water budget for next year, and submit in report.
- 2) Conduct dry-weather sampling of 20% of the City's outfalls as identified in its storm water inventory in substantial compliance with element B2 of the City's Comprehensive Storm Water Management Plan. The screenings will be broken into two types of field conditions with a separate fee for each condition (see fee proposal).

**ARCHITECTURE  
ENGINEERING  
PLANNING**

- i) If no discharge is observed from an outfall, per the protocol, no sample is required and there will be a notation of "no discharge" on the standard field report.
- ii) If dry weather flow is observed, we will collect a sample and perform the following:
  - (1) Visual observation for color, turbidity, and odor.
  - (2) Field tests with handheld equipment to determine fluoride and surfactants.
  - (3) Laboratory analysis per EPD requirements.
  - (4) work with code enforcement to locate pollution sources identified in this process
- 3) Sample 303(d) impaired streams for inclusion into the annual report.
- 4) Write Annual Report

### **Fee Proposal**

CPL will perform the above referenced scope of work for the following fee:

Scope Item 1(a) through 1(l):	\$7,000 Lump Sum
Scope Item 2:	\$6,500 Lump Sum
Scope Item 3:	\$2,000 per event
Scope Item 4:	\$2,500 Lump Sum

All data must be collected by April 30, 2019 and the report must be completed and submitted to EPD by June 15, 2019. We will not exceed the estimated budget without authorization from the City. Direct expenses will be billed at cost plus 10%. Direct expenses include, but are not limited to, reproduction cost, courier service, mileage, telephone/fax cost, etc.

### **TERMS AND CONDITIONS:**

This agreement shall be administered in accordance with the Terms and Conditions listed in Appendix "A" and the hourly rates listed in Appendix "B" attached hereto.

This document together with the exhibits and/or appendices identified herein constitutes the entire understanding between Stone Mountain and CPL with respect to the work to be performed by CPL for the benefit of Stone Mountain and may only be modified in writing signed by both parties. Please sign and return the enclosed copy of this letter if this document satisfactorily sets forth the understanding of the arrangement between Stone Mountain and CPL. Receipt of the signed agreement will serve as our notice to proceed. This Contract will be open for acceptance for sixty days from the date of this letter.

We look forward to working with you on this project.

Sincerely,

**CPL Architecture | Engineering | Planning**



Rich Edinger, P.E.  
Vice President

cc: file

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2018

By: \_\_\_\_\_ Title: \_\_\_\_\_

Reviewed as to Form

By: \_\_\_\_\_  
City Attorney

## APPENDIX "A" TERMS AND CONDITIONS

1. Clark Patterson Lee (hereinafter called "CPL") shall perform the services defined in this Letter Agreement and Client agrees to pay CPL for said services as set forth below.
2. All documents including Drawings and Specifications prepared by CPL are instruments of service in respect to the Project. They are not intended or represented to be suitable for reuse by Client or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by CPL for the specific purpose intended will be at Client's sole risk and without liability or legal exposure to CPL; and Client shall indemnify and hold harmless CPL from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle CPL to further compensation at rates to be agreed upon by Client and CPL.
3. Client agrees to additionally compensate CPL for services resulting from significant changes in general scope of Project, for revising previously accepted reports, studies, design documents, or Contract Documents, or for delays caused by others rather than CPL.
4. Construction cost estimates prepared by CPL represents CPL's best judgment as professionals familiar with the construction industry. It is recognized, however, that CPL has no control over cost of labor, materials, or equipment, over contractors' methods of determining bid prices, or over competitive bidding or market conditions. CPL cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from cost estimates prepared by CPL.
5. If requested by Client or if required by the scope of services of the Agreement, CPL shall visit the site at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the work and to determine in general if the work is proceeding in accordance with the Contract Documents. However, CPL shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the work. CPL shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the Work, for the acts or omissions of the contractor, subcontractors, or any other persons performing any of the work, or for the failure of any of them to carry out the work in accordance with the Contract Documents.
6. Surveying will be provided as stated in the Agreement. Surveying provided on an hourly basis will be charged with a 4-hour minimum at the hourly rates in effect at the time the service is performed. Replacement of survey markers resulting from contractor disturbance or vandalism will be accomplished on an hourly basis.
7. The cost of permits, fees, toll telephone calls, courier service, reproduction of reports, Drawings, and Specifications, transportation in connection with the Project, and other out of pocket expenses will be reimbursed to CPL by Client at cost plus 10%.
8. CPL shall submit monthly statements for services rendered and for reimbursable expenses incurred. Statements will be based upon CPL's time of billing. Payment is due upon receipt of CPL's Statement. If Client fails to make any payment due CPL for services and expenses within 30 days after the date of CPL's statement therefore, the amounts due CPL shall include a charge at the rate of 1.5% per month (18% per annum), or portion thereof, from said 30th day, and, in addition, CPL may, after giving 7 days' written notice to Client, suspend services under this Agreement until CPL has been paid in full all amounts due CPL are collected through an attorney or collection agency, Client shall pay all fees and costs of collection.
9. This Agreement may be terminated by either party upon 7 days' written notice should the other party fail substantially to perform in accordance with its terms through no fault to the party initiating termination, or in the event Project is cancelled. In the event of termination, CPL shall be paid the compensation plus Reimbursable Expenses due for services performed to termination date.
10. This Agreement shall be governed by the laws of the State Georgia. Liability shall be limited to amount of the fees paid for professional services.
11. The services to be performed by CPL under this Agreement are intended solely for the benefit of the Client. Nothing contained herein shall confer any rights upon or create any duties on the part of CPL toward any persons not a party to this Agreement including, but not limited to, any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.
12. Client and CPL each binds himself and his partners, successors, executors, administrators, and assigns to the other party to this Agreement and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this Agreement. Neither Client nor CPL shall assign, sublet, or transfer his interest in this Agreement without the written consent of the other; however, CPL may employ others to assist in the carrying out of duties under this Agreement.

**APPENDIX "B"**  
**CPL HOURLY RATES**

<b>PRINCIPAL ENGINEER</b>	<b>\$180.00/HR</b>
<b>PROJECT MANAGER</b>	<b>\$128.00/HR</b>
<b>SR. STAFF ENGINEER</b>	<b>\$ 97.00/HR</b>
<b>STAFF ENGINEER</b>	<b>\$ 85.00/HR</b>
<b>DEVELOPMENT COORDINATOR</b>	<b>\$75.00/HR</b>
<b>JR. ENGINEER</b>	<b>\$ 65.00/HR</b>
<b>DESIGNER / DRAFTPERSON</b>	<b>\$ 59.00/HR</b>
<b>JR. DESIGNER / DRAFTPERSON</b>	<b>\$ 45.00/HR</b>
<b>SECRETARIAL</b>	<b>\$ 33.00/HR</b>
<b>AUTO MILEAGE</b>	<b>IRS RATE PLUS 10%</b>
<b>MISCELLANEOUS</b>	<b>COST PLUS 10%</b>

**MEMORANDUM**  
City of Stone Mountain  
875 Main Street  
Stone Mountain, GA 30083

DATE : September 28, 2018  
TO : Mayor and City Council  
FROM: ChaQuias Thornton  
RE : Stop Sign\_Traffic Calming (Cloud Street Request)

Councilman Steve Wells has asked that the Council consider stop sign placement at the intersection at Ridge and Cloud streets. The administration asks that the Council consider the implementation of a procedure for such measures. Director Jim Tavenner will advise Council of procedural recommendations for your consideration.

ChaQuias

# NEW RESIDENTIAL CUSTOMER WELCOME PACKET



## CITY OF STONE MOUNTAIN



**DeKalb County**  
GEORGIA

Public Works Department • Sanitation Division

**DeKalb**

single-stream recycling  
A Sanitation Division Initiative

We are delighted to welcome you as a Sanitation Division customer. This welcome packet contains important information on our garbage, recycling, yard trimmings, bulky item, and special collection service offerings, as well as our collection policies and procedures.

### **Letters**

Recycling program welcome letter  
New sanitation customer welcome letter  
Establishing residential recycling service

### **Door Hanger**

Collection service notification for noncompliance (English and Spanish)

### **Brochures**

2018 and 2019 holiday collection schedules  
Residential collection procedures brochure (English and Spanish)

### **Garbage and Recycling Flyers**

Replacement container pricing flyer  
Container requirements flyer (English and Spanish)

### **Forms and Applications**

Garbage roll cart request form  
Special collection authorization form  
Disabled resident sanitation collection application  
Residential single-stream recycling subscription form  
Disabled resident sanitation collection ongoing certification form

### **Prorated and Prepaid Fees**

Prorated assessment fees (one and two garbage roll carts)  
Prepaid fee payment options - garbage, recycling and special collection

### **Recycling Program**

E-recycling flyer  
Shoe and clothing recycling flyer  
Single-stream recycling program flyer  
Glass recycling and drop-off locations flyer  
Joint recycling, FOG and anti-litter campaign flyer

# NEW COMMERCIAL CUSTOMER WELCOME PACKET



CITY OF STONE MOUNTAIN



DeKalb County  
GEORGIA

Public Works Department • Sanitation Division

DeKalb

single-stream recycling  
A Sanitation Division Initiative

We are delighted to welcome you as a Sanitation Division customer. This welcome packet contains important information on our garbage and recycling service offerings for your business, as well as our collection policies and procedures.

#### Letters

- Recycling program welcome letter
- Solid waste service welcome letter
- Establishing commercial garbage service
- Establishing commercial recycling service

#### Forms and Applications

- Landfill permit application
- ACH cancellation request form
- Hold harmless agreement form
- Commercial roll-off container application
- ACH recurring payment authorization form
- New commercial account information form

#### Payments and Fees

- Fee listing for container solid waste and recycling services

#### Flyers and Brochures

- Solid waste policy and procedures
- Commercial single-stream recycling flyer
- Garbage and recycling container options flyer
- Sanitation requirements for commercial businesses