

CITY OF PINE LAKE
ACTION AGENDA
February 28, 2023 at 7:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA

NOTE: All attendees are reminded to silence cellular phones and other devices that may cause interruption of the session proceedings.

Call to Order Mayor Melanie Hammet called the meeting to order at 7:00pm.

Present: Mayor Melanie Hammet, Mayor pro tem Jean Bordeaux and Council members Augusta Woods, Brandy Hall, Tracey Brantley and Nivea Castro. City Manager ChaQuias Miller-Thornton and Chief of Police Sarai Y'Hudah-Green. Administrative Coordinator Missye Varner and City Attorney Susan Moore were not present.

Adoption of Agenda of the Day

The agenda was amended with the following amendment:

Replace Old Business item 1 with:

Ordinance Amendment – Ordinance 2023-01- Amendment of ARTICLE II – PURCHASING, Section 26-26. – Purchasing procedures and Section 26-27. - Formal bids-Introduction-Second Read

Make formal Old Business item 1, Old business item 2:

Financial Policies and Procedures Manual

Mayor pro tem Bordeaux motioned to adopt the amended agenda, seconded by Council member Castro, the adoption of the amended agenda passed unanimously.

Adoption of the Minutes

- Regular Meeting – February 14, 2023

Council member Hall motioned to adopt the minutes; Council member Woods seconded; the adoption of the minutes passed unanimously.

Old Business

1. Ordinance Amendment – Ordinance 2023-01- Amendment of ARTICLE II – PURCHASING, Section 26-26. – Purchasing procedures and Section 26-27. -Formal bids-Introduction-Second Read

Second read was recited by Council member Hall. Council member Hall motioned to adopt Ordinance Amendment - Ordinance 2023-01 - Amendment of ARTICLE II – PURCHASING, Section 26-26. – Purchasing procedures and Section 26-27. -

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Formal bids-Introduction, seconded by Mayor pro tem Bordeaux; the adoption of the second read of Ordinance Amendment - Ordinance 2023-01 passed unanimously.

2. Financial Policies and Procedures Manual

Council member Hall motioned to adopt the Financial Policies and Procedures Manual; seconded by Council member Castro, the adoption of the Financial Policies and Procedures Manual passed unanimously.

New Business

1. Memorandum of Understanding (MOU) between the City of Pine Lake, Georgia and Pine Lake Association of Involved Neighbors, LLC

Mayor pro tem Bordeaux motioned to adopt the Memorandum of Understanding (MOU) between the City of Pine Lake, Georgia and Pine Lake Association of Involved Neighbors, LLC, seconded by Council member Brantley; the approval of the Memorandum of Understanding passed unanimously.

2. Resolution R-05-2023 –Revised- FY2022 Budget Amendment

Council Member Brantley motioned to adopt Resolution R-05-2023 –Revised- FY2022 Budget Amendment; seconded by Council Member Hall, the adoption of the resolution passed unanimously.

Adjournment

Council Member Hall motioned to adjourn; seconded by Council Member Woods and passed unanimously at 7:49 pm.