

**CITY OF PINE LAKE  
AGENDA  
MARCH 11, 2019  
7:00 PM**

---

Call to order  
Pledge of Allegiance  
Announcements/Communication  
Adoption of Agenda  
Public Comments

**CONSENT AGENDA**

All matters listed under this item are routine or have been previously discussed by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

Approval of Meeting Minutes from 02/11/19 and 02/20/19

**NEW BUSINESS**

Consideration of Resolution amending the Court Administrative Fee imposed for citations that result in an adjudication of guilty or nolo contender

Consideration of Resolution establishing an updated Bond Schedule

Consideration of Bids for 425 Allgood Road

Designation of location of waystation planting on 06/01 – Councilmember Hall

Placement of Bee City Signage – Councilmember Hall

Report / Discussion on Plans and Preparations for Lake Opening in May

Public Comments  
Mayor's Comments  
Council Comment  
Adjournment

RESOLUTION NO. R-

**WHEREAS**, Pine Lake's City Charter grants authority of the Municipal Court to establish a schedule of fees to defray the cost of court operations; and

**WHEREAS**, the Municipal Court currently charges an administrative fee of twenty-five dollars (\$25.00) per charge; and

**WHEREAS**, the actual cost of court administrative operations greatly exceeds the twenty-five dollar (\$25.00) administrative fee; and

**WHEREAS**, the software utilized by the Municipal Court requires an out-of-pocket payment by the City of twenty-six dollars and fifty cents (\$26.50) per charge; and

**WHEREAS**, the Municipal Court has requested the Mayor and Council approve an increase in the administrative fee to a total of twenty-six dollars and fifty cents (\$26.50); and

**WHEREAS**, such a change would result in recovery of out-of-pocket costs for court software, with minimal recovery of other administrative costs; and

**WHEREAS**, the Municipal Court has indicated such increase will not result in increased overall payments per charge over that currently established;

**NOW THEREFORE IT BE RESOLVED**, by the City Council of Pine Lake that the City Council ratifies an increase in the administrative fee imposed on citations that result in an adjudication of guilty or nolo contendere in the Pine Lake Municipal Court.

**SO RESOLVED**, this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Melanie Hammett, Mayor

\_\_\_\_\_  
Jean Bordeaux, Mayor Pro-Tem

\_\_\_\_\_  
Kris Casariego, Council Member

\_\_\_\_\_  
Brandy Hall, Council Member

\_\_\_\_\_  
Megan Pulsts, Council Member

\_\_\_\_\_  
Augusta Woods, Council Member

Attest:

\_\_\_\_\_  
Valerie Caldwell, City Clerk

**RESOLUTION NO. R-**

**WHEREAS**, Pursuant to Section 1.12 (22) of the Pine Lake City Charter which grants authority of the City Council to maintain a Bond Schedule which includes recommended forfeitures for violations of State of Georgia laws and violations of the ordinances of the City of Pine Lake; and

**WHEREAS**, the City Council from time revises this Bond Schedule to ensure such recommended forfeitures reflect the intent and enforcement as provided by Pine Lake City Charter; and

**WHEREAS**, the Bond Schedule is outlined in the table attached as Exhibit "A"; and

**WHEREAS**, the Bond Schedule will become effective on April 1, 2019;

**NOW THEREFORE IT BE RESOLVED**, by the City Council of Pine Lake that the City Council hereby formally adopts the Bond Schedule as outlined in this Resolution.

**SO RESOLVED**, this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Melanie Hammett, Mayor

\_\_\_\_\_  
Jean Bordeaux, Mayor Pro-Tem

\_\_\_\_\_  
Kris Casariego, Council Member

\_\_\_\_\_  
Brandy Hall, Council Member

\_\_\_\_\_  
Megan Pulsts, Council Member

\_\_\_\_\_  
Augusta Woods, Council Member

Attest:

\_\_\_\_\_  
Valerie Caldwell, City Clerk

**CITY OF PINE LAKE  
CITY COUNCIL MEETING MINUTES  
FEBRUARY 11, 2019  
7:00 PM**

---

**Call to order**

The meeting was called to order by Mayor Melanie Hammet at 7:00 pm. Present were Mayor Hammet, Council members Megan Pulsts, Augusta Woods Jean Bordeaux, Brandy Hall and Kris Casariego. Also present were City Administrator Valerie Caldwell, City Attorney Laurel Henderson and Chief of Police Sarai Y'Hudah-Green.

**Pledge of Allegiance** was led by Hammet.

**Announcements/Communication**

Hall communicated that the Food Forum Kick Off event meeting was a great success on February 3<sup>rd</sup> and that Pine Lake is the pilot city for the forum to complete a City Agriculture Plan in partnership with the Food Well Alliance and the Atlanta Regional Commission.

**Adoption of Agenda**

Pulsts motioned to approve the agenda; seconded by Bordeaux and approved 5-0.

**Public Comments**

There were not any public comments.

**PUBLIC HEARING**

Public Hearing on Variance Request – Applicant Linda Dunlavy, on behalf of Bonnie McQuagge is seeking a variance for special exception for setback relief on property located at 4616 Park Drive:

Henderson announced the procedure by which the hearing would be conducted. Dunlavy requested, and was granted, an additional 5 minutes for a combined presentation/comment on both the variance/special exception request. Mayor Hammet opened the public hearing with Dunlavy presenting. Upon expiration of time, Mayor Hammet called for opposition. As none was forthcoming, the public hearing was closed. Council first considered the variance request. Finding it did not meet the requisite standards, motion to deny was made by Hall, seconded by Bordeaux and approved 4-1. Pulsts voting in opposition and the variance was denied.

Following deliberation on the Special Exception Pulsts motioned to approve the requested special exception as found in Section 6-3-14(8)(1) to allow conversion of the existing accessory structure to a residential structure in recognition of the tree preservation ordinance,

provided that the structure shall remain in situ; there shall be no expansion of the footprint; there shall be no increase of impervious surface; any trees identified in the special permit application must be preserved; if any of the identified trees die or are critically damaged due to construction impact within 5 years they must be replaced per the tree ordinance; and all construction activity must take reasonable measures to protect the trees' critical root zone. The motion was seconded by Bordeaux and approved 5-0.

## **CONSENT AGENDA**

Minutes of 01/14/19 Council Meeting

The Consent Agenda was unanimously approved on motion by Hall; seconded by Woods.

SEED Appointments:

- Carrie Linblad
- Jennifer Bridges – Chair

Hammet appointed Linblad and Bridges to SEED.

MAP Appointment

- Lalah Manley

Hammet appointed Manley to MAP-Municipal Arts Panel.

## **NEW BUSINESS**

There was not any new business.

## **Public Comments**

Tommy Conlon, 4597 Orchid Road thanked Mayor and Council for their diligence and decision in support of the public hearing. He also referenced the old building code as it relates to the new codes and said that they are established to protect the character of the city. Conlon also asked that the feel and preservation of the city remain.

Erika Brown, former property owner/resident 439 Oak Road thanked Mayor and Council for granting the Special Exception Request and deliberation of keeping it within the code and stated that common sense must be exercised. Brown spoke about Bill Johnston, the city's Zoning Consultant and stated that he is not the final say on zoning matters and that he did the city a disservice by not mentioning the Special Exception Request in his first report.

George Chidi, 4625 Park Drive stated that he lives across the street from 4616 Park Drive and that the deliberations were excellent and that he was pleased regardless of the outcome or the decision-making process. He also stated that ninety thousand persons moved to metro Atlanta in 2018 and that there were thirty thousand units for construction permitted and that property values have been driven up and that every community must do its part in increasing the amount of raw housing stock but not to create poverty.

Stephanie Weeks, 4593 Lakeshore Drive thanked everyone for their due diligence and decision on the 4616 Park Drive property and the character of the city. She also inquired about the building permits process. Weeks stated that there is a layer of hardship that has not been clarified regarding permitting and zoning. She also talked about issues as it related to the prior variance request and the request of tonight's meeting. Bordeaux recommended visiting the website as it addresses the differences between permitting and zoning.

Tommy Colon also commented on Weeks' point that she thought that Safebuilt represented the city and asked how well the citizens are protected. He asked who the custodian of the rules for construction was and stated that there are two-two story homes that were constructed on a slab and asked who does the over sight. Hammet stated that the matter would be checked out.

### **Mayor's Comments**

The Mayor commented that when the variance was made in 2009 and that she and Erica Brown were part of the process and that was a chaotic mess. Hammet said that the variance process must be fair and unbiased with the rulings of the same criteria. The Mayor said that council did a lot of work on this issue and that she appreciates them for giving their best attention.

### **Council Comment**

Pulsts asked Chief Green how the off-duty officer was doing that was involved in the incident on Memorial Drive. Green state that he was doing pretty good. Pulsts also inquired about the investigation and Green stated that she was awaiting a report from Georgia Bureau of Investigation. Pulsts asked Green to let the officer know that Council sends their regards.

Chief also commented that Lt. Robert Palms is out on medical leave that resulted in him breaking his ankle while making an arrest.

Casariago commented that she plans to issue a monthly newsletter instead of bi-weekly beginning this week.

**Adjournment:** upon motion by Pulsts at 8:46 pm and seconded by Hall. 5-0

---

Missye Varner, Administrative Assistant

**CITY OF PINE LAKE  
CITY COUNCIL MINUTES  
SPECIAL CALLED MEETING  
FEBRUARY 20, 2019**

This meeting being properly noticed was called for the purpose of consideration of bids for electrical work and phone system for the City Hall building located at 425 Allgood Rd.

The meeting was called to order by Mayor Melanie Hammet at 8:00 AM. Present were Mayor Hammet, Council members Megan Pulsts, Augusta Woods, Brandy Hall and Kris Casariego. Also present were Administrator Valerie Caldwell and Court Clerk Jennifer Cook. Mayor Pro-Tem Jean Bordeaux was not in attendance.

Cook presented bids for the rewiring of the City Hall changing from 110 to 200 amp service. Upon review of the bids, motion to approve the bid submitted by Comfort Air by Casariego, seconded by Hall and approved 4-0.

Cook then presented bids for the telephone system. Following a brief discussion, motion was made by Pulsts to approve the bid from Clear Choice for the Ring Central in the amount of \$2,799 plus the Cat 6 line in the amount of \$1,605. Motion was seconded by Hall and approved 4-0.

Meeting adjourned upon motion by Pulsts and second by Casariego.