

**CITY OF PINE LAKE**  
**WORK SESSION ACTION AGENDA**  
**September 10<sup>th</sup>, 2024 at 6:00 PM**  
**Council Chambers**  
**459 Pine Drive, Pine Lake, GA**

**Call to Order:** Mayor Brandy Hall called the Work Session to order at 6:15pm.

Present: Mayor Brandy Hall, Mayor Pro Tem Bordeaux, Council Member Jeff Goldberg, Council Member Thomas Torrent, Council Member Tom Ramsey, and Council Member Augusta Woods. Also present were City Manager ChaQuias Miller-Thornton, Chief of Police Sarai Y'hudah-Green, City Attorney Susan Moore, Public Works Special Projects Manager Bernard Kendrick, and Assistant City Clerk Ned Dagenhard.

**Announcements/Communications**

None.

**Adoption of the Agenda of the Day**

Mayor Hall evoked mayoral privilege to amend the agenda with the addition of a New Business Item placed between Items 5 and 6: *Addendum to the MOU between City of Pine Lake and LakeFest, Inc. – Street Closure.*

Council Member Woods moved to adopt the Agenda of the Day as amended; Mayor Pro Tem Bordeaux seconded.

No discussion took place.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

**New Business**

**1. Mayor and Council Roles and Responsibilities – City Attorney Moore**

Mayor Hall invited City Attorney Moore to discuss the roles and responsibilities of staff and members of the governing body, as identified by the City Charter.

Mayor Pro Tem Bordeaux and Council Member Rasmey asked for clarification on the role of the Mayor as “liaison” between Administration and City Council. City Attorney Moore responded that the City Charter appears to anticipate the Mayor as a conduit. She affirmed the appropriateness of alerting the Administration Department to localized problems within the City without direct contact with the Mayor, but urged the utilization of funneling information in a controlled fashion, since City Council “acts as one body.”

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Other points of discussion were the Mayor's role in setting meeting agendas (reflecting description as *Chair*), and the direction from the Charter as to how the City responds during a City Manager vacancy. In the case of the latter, City Attorney Moore stated that establishing an interim was the standardized approach, noting that the Charter only offers guidance in barring the Mayor from serving as City Manager.

No action was taken by City Council.

**2. Pedestrian Bridges Improvement Update**

Mayor Hall invited Special Projects Manager Bernard Kendrick to discuss the pedestrian bridges improvement project.

Mr. Kendrick discussed at length the impending inner-berm pedestrian bridge project, citing conversations held with multiple engineering firms. The result of these conversations, Mr. Kendrick described, is an expectation that the scope of work will be altered to reflect strict pedestrian use of the bridges, rather than vehicle use.

Council Member Ramsey

No action was taken by City Council.

**3. Declaration of Surplus – Public Safety and Public Works Assets**

Council Member Goldberg moved to approve the Declaration of Surplus; Mayor Pro Tem Bordeaux seconded.

City Manager Miller-Thornton explained that governments are required to declare items as surplus before moving to list/sell or dispose of items.

Chief Green recommended (2) decommissioned patrol vehicles for surplus declaration. The Chief of Police proposed two directions her department would take to offload the (2) *Dodge Chargers*: selling them back to the dealership, or listing the vehicles on *GovDeals*.

Special Projects Manager Bernard Kendrick described various landscape maintenance items as either obsolete, or as not aligned with the operational needs of the Public Works Department. These items, he continued, would also potentially be listed on *GovDeals*. Mr. Kendrick added that *AgPro*, the vendor from whom the Public Works Department has sourced much of its *John Deere* equipment, has expressed purchasing interest.

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Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

**4. Agreement between the City of Pine Lake and DeKalb County, Georgia – GIS Data Sharing**

City Manager Miller-Thornton explained the proposed agreement with DeKalb County to share Geographic Information System data between the two governments, as brought forward by Special Projects Manager Bernard Kendrick. The City Manager acknowledged the possibility that a similar agreement is “already on the books,” but added that there was no harm in a second adoption.

No action was taken by City Council.

**5. Resolution R-19-2024 - FY2024 Budget Amendment**

City Manager Miller-Thornton described Resolution R-19-2024 as an updated accounting of current revenue, expenses incurred, and Local Maintenance Improvement Grant encumbrance. The City Manager added that a general ledger has been produced to go along with this item, to be presented for vote at the next Regular Session.

No action was taken by City Council.

**6. Addendum to the MOU between City of Pine Lake and LakeFest, Inc. – Street Closure**

City Manager Miller-Thornton described the addendum as permitting street closure in the evening of Friday, October 18<sup>th</sup>, 2024 to clear the way for arrival of LakeFest vendors early Saturday morning.

Council Members Goldberg and Torrent inquired as to whether DeKalb County’s special event fee schedule would be imposed on the event’s vendors. City Manager Miller-Thornton responded clarifying the extension of the County’s jurisdiction, which is limited to imposing fees related to public health (food service). All other regulations of the event, the City Manager continued, are regulated by the City of Pine Lake.

No action was taken by City Council.

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Council Member Torrent moved to amend the agenda to place *Public Comment* and *Reports and Other Business* before Item 7, *Executive Session to Discuss Personnel*; Council Member Ramsey seconded.

No discussion took place.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

### **Reports and Other Business**

#### **ChaQuias Miller-Thornton — City Manager (Director of Administration, Courts, and Public Works)**

Please refer to the Pine Lake website to access the most recent City Manager report. Please email [neddagenhard@pinelakega.net](mailto:neddagenhard@pinelakega.net) to request a copy or call (404) 999- 4931 to schedule an appointment to review the copy on file.

#### **Chief Sarai Y'Hudah-Green — Chief of Police, Public Safety**

Please refer to the Pine Lake website to access the most recent Police/Public Safety report dated. Please email [neddagenhard@pinelakega.net](mailto:neddagenhard@pinelakega.net) to request a copy or call (404) 999- 4931 to schedule an appointment to review the copy on file.

#### **Bernard Kendrick – Special Projects Manager, Public Works**

Please refer to the Pine Lake website to access the most recent Public Works report. Please email [neddagenhard@pinelakega.net](mailto:neddagenhard@pinelakega.net) to request a copy or call (404) 999- 4931 to schedule an appointment to review the copy on file.

#### **Mayor**

Mayor Hall reminded City Council that at 5:00pm prior to the September 24<sup>th</sup>, 2024 Regular Session, the Governing Authority would meet at the Pine Lake Beach for a group photograph. The photography session was donated by local photographer, Luis Erazo. The Mayor thanked Mr. Erazo for his kind gesture.

Mayor Hall led a brief discussion with City Council as to when a Fall Council Retreat would take place. Multiple dates and times were proposed, with the body agreeing to Friday, October 25<sup>th</sup> from 9:00am-3:00pm.

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## City Council

Council Member Goldberg expressed gratitude toward Special Projects Manager Bernard Kendrick for his proactive correspondence with DeKalb County regarding ownership and maintenance expectations of the City's dams.

## Pine Lake News

**Review of Inner Berm Pedestrian Bridge Reconstruction:** After consulting with our Special Projects Director, Mr. Kendrick, who was asked to explore other opinions and expertise on the [Inner Berm pedestrian Bridge reconstruction](#), we are evaluating this information and hope to receive additional information about this project. We hope that we can get this project completed at a lower cost based on this new information.

### Upcoming Events:

**September 21st, from 2pm until 9pm – Pride Lake Festival:** From 2-6pm, there will be camp activities for all ages, with a Grand March around the lake at 4pm with Happy Hour at 5:00 pm. The Pre-show begins at 6:00 pm, and the Drag Show (18+) begins at 7:00 pm. For more information go to: [PrideLake.org](http://PrideLake.org)

**October 19-20, 2024 – 11 am to 6 pm:** Lakefest is getting close. For more information or to volunteer or donate go to [pinelakefest.com](http://pinelakefest.com)

### November 5<sup>th</sup> General Election – Key Dates:

**August 19<sup>th</sup>:** First Day to [request an absentee ballot](#) for Nov. 5<sup>th</sup>

**October 7<sup>th</sup>:** Deadline to [register](#)/update address for Nov. 5<sup>th</sup> Election

**October 15<sup>th</sup>:** [Advance voting](#) begins for the Nov. 5<sup>th</sup> Election

**October 25<sup>th</sup>:** Last day to request absentee Ballot for Nov. 5<sup>th</sup> [Election](#)

**November 1<sup>st</sup>:** Advance voting ends for the Nov. 5<sup>th</sup> Election

**November 5<sup>th</sup>:** Election Day

Because Pine Lake residents only have mail delivered to PO boxes, it may be more likely that your registration is compromised. To check your voter registration status, go to [My Voter Page](#). For general questions and information on the changes affecting voting passed in SB 202 go to: [Voter FAQs](#)

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**7. Executive Session to Discuss Personnel**

Council Member Ramsey moved to enter Executive Session; Council Member Torrent seconded.

Executive Session was held.

At 9:06, Council Member Torrent moved to re-enter the Special Called Meeting; Council Member Goldberg seconded.

**Special Called Meeting was reconvened.**

**3. Agreement between ChaQuias Miller-Thornton and the City of Pine Lake – Professional Services for Interim Administrative Support**

Council Member Ramsey moved to approve the Agreement; Council Member Torrent seconded.

A discussion took place.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

**Adjournment**

Council Member Ramsey moved for adjournment at 9:07pm.

s/Ned Dagenhard

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Ned Dagenhard  
Assistant City Clerk

s/ChaQuias Miller-Thornton

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ChaQuias Miller-Thornton  
Acting City Clerk