

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

CALL TO ORDER – REGULAR MEETING

ANNOUNCEMENTS/COMMUNICATIONS

ADOPTION OF THE AGENDA OF THE DAY

PUBLIC COMMENT – 3 minutes each please

ADOPTION OF THE MINUTES

- Regular Session – April 30th, 2024
- Special Called – May 10th, 2024
- Special Called Session – May 14th, 2024
- Work Session – April 14th, 2024

OLD BUSINESS

NEW BUSINESS

1. Memorandum of Understanding (MOU) between the City of Pine Lake (City) and Pine LakeFest Inc, regarding LakeFest 2024
2. Ordinance 02-2024 – An Ordinance Temporarily Prohibiting the Operation of Residential Short-term Rentals within the City of Pine Lake – Second Read
3. Adoption of a Tentative 2024 Millage Rate – For advertising purposes.
4. Labor Staffing Agreement
5. Resolution R-11-2024 – Confirmation of Executive Session to discuss Personnel – Held 04/30/2024
6. Resolution R-12-2024 – Confirmation of Executive Session to discuss Real Estate – Held 05/14/2024
7. Resolution R-13-2024 – City of Ethics

PUBLIC COMMENTS – 3 minutes each please

REPORTS AND OTHER BUSINESS

- **Reports/Comments**
 - Mayor
 - City Council
- **Information for “The Pine Lake News” eblast.**

ADJOURNMENT

MAYOR
Brandy Hall

COUNCIL MEMBERS

Jean Bordeaux, Mayor pro tem
Jeff Goldberg
Thomas Ramsey
Thomas Torrent
Augusta Woods

ADMINISTRATIVE STAFF

ChaQuias Miller-Thornton
City Manager

Sarai Y’Hudah-Green
Chief of Police

Ned Dagenhard
Assistant City Clerk

Susan Moore
City Attorney

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**CITY OF PINE LAKE
REGULAR MEETING MINUTES
April 30th, 2024 at 6:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA**

Call to Order: Mayor Brandy Hall called the Special Call Meeting to order at 6:01pm.

Present: Mayor Brandy Hall, Mayor Pro Tem Jean Bordeaux, Council Member Augusta Woods, Council Member Jeff Goldberg, Council Member Thomas Torrent, and Council Member Tom Ramsey. Also present were City Manager ChaQuias Miller-Thornton and Assistant City Clerk Ned Dagenhard. Chief of Police Sarai Y'hudah-Green and City Attorney Susan Moore were not in attendance.

Announcements/Communications

Mayor Hall thanked City Council and attending staff for a productive Spring City Council Retreat, adding a tone of excitement for the months to come. Mayor Hall also stated she would be attending the DeKalb County State of the County event that Thursday.

Mayor Hall stated a baby lamb had been born to the flock of sheep tasked with overgrazing the lake berm and dam. Following some caretaking efforts by residents—including the Mayor herself—John Wierwille, the shepherd, took possession of the ewe and named it Goose.

Council Member Goldberg announced that he, along with Council Members Ramsey and Torrent, would be attending the Small Cities Conference in Carrolton that Thursday.

Adoption of the Agenda of the Day

Council Member Ramsey moved to adopt the Agenda of the Day, amended to place *New Business Item 5. Executive Session after Reports and Other Business*; Mayor Pro Tem Bordeaux seconded.

No discussion took place.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

Adoption of the Minutes

- Regular Session – March 26th, 2024
- Special Called Session & Work Session – April 9th, 2024

**CITY OF PINE LAKE
REGULAR MEETING MINUTES
April 30th, 2024 at 6:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA**

Council Member Goldberg moved to adopt the Minutes from the March 26th Regular Session, and the April 9th Special Called Session & Work Session; Council Member Torrent seconded.

No discussion took place.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

1. Beach House and Clubhouse Rental Proposal – P.L.A.I.N. – Update

Mayor Hall mentioned that, during the Spring City Council Retreat, the issue was discussed at length. The Mayor, City Manager, and Council discussed the current P.L.A.I.N. Memorandum of Understanding with the City, and limitations therein. Council Member Ramsey added that an amendment needed would be the permission of recurring events within the listed-City facilities, rather than current explicit day-by-day use.

No action was taken by City Council.

2. FORMAT I – CDBG ACQUISITION Contract between DeKalb County, GA and the City of Pine Lake – \$72,000

City Manager Miller Thornton described the process and associated timeline with applying for Community Development Block Grants. City Manager Thornton explained that the project bid process began before notification of the grant award was presented to the City. CDBG grants require certain criteria from contractors such as Davis Bacon wage reporting, etc. and that Council's election to accept the award would require re-bid of the project with such criteria included in the advertised solicitation.

Council Member Torrent moved to decline the Community Development Block Grant award; Mayor Pro Tem Bordeaux seconded.

Mayor Hall characterized the situation as unfortunate, but added that the city has "no shortage of projects," suggesting a future CDBG application. Mayor Pro Tem Bordeaux added that the CDBG award would have increased the cost of the project, reducing the benefit of the grant. Council Member Goldberg inquired of the City Manager as to whether she believed declination of the grant would impact future applications. The City Manager expressed neutrality on whether she felt optimistic about future awards, but presented that the City would/should definitely apply for future projects that it believes would meet the requirements for CDBG consideration.

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Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

3. Award – Project Bid No. PW 2024-001 – Pedestrian Bridge Replacement – Cline Service Corp., Contractor – \$275,000

Council Member Woods moved to approve the measure to award Project Bid No. PW 2024-001 to Cline Service Corp.; Council Member Torrent seconded.

Mayor Hall and City Manager Miller-Thornton recapitulated a discussion regarding cost and project needs related to the pedestrian bridges along the inner berm of Pine Lake. Also discussed was the potential impact of lowering the lake to reduce total project cost by \$20,000, per terms proposed by the contractor.

Council Member Goldberg expressed concern over replenishment of the water once the project is complete. City Manager Miller-Thornton added this would be subject to variable flow of Snapfinger Creek. City Council discussed what other measures would be necessary with water replenishment (aeration, re-stocking fish, etc.).

Mayor Hall recapitulated concerns of Council as “saving \$20,000 on the front end would present an unknown cost on the back end.” Council Member Ramsey added that aeration would likely be relatively inexpensive. In response to comments made about potentially postponing the swimming season during construction of the pedestrian bridges, Council Member Torrent defended the community value of the swimming area remaining open. Mayor Hall affirmed it was not yet clear whether construction would impact the swimming area at all.

Council Member Goldberg stated he would like a timeline of construction dates from the contractor. City Manager Miller-Thornton responded that it would behoove City Council to award the contractor and work out the specific details of the contract to include timeline, etc., thereafter.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

4. Resolution R-09-2024 – FY2024 Budget Resolution

Council Member Ramsey moved to adopt Resolution R-09-2024; Mayor Pro Tem Bordeaux seconded.

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City Manager Miller-Thornton explained that during 2024 budget adoption, City Council transferred ARPA funds to the General Fund, with a portion of the moneys being marked for public safety salaries and associated expenses, and an equivalent amount being earmarked for special projects. The pedestrian bridge project (\$275,000), then, would be paid for using the remaining \$176,901 of the initial ARPA funds as earmarked for special projects , with the additional \$98,099 “front funded” from the General Fund, to be replaced by funds from SPLOST II.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

Reports and Other Business

Mayor

Mayor Hall thanked the City Manager for her continued work on moving the pedestrian bridge project forward.

The Mayor added she would be meeting with a civil engineer to discuss road contractors in neighboring cities, suggesting collaboration.

City Council

Council Member Goldberg led a brief discussion, suggesting greater reporting expectations for City Committees. City Manager Miller-Thornton commented that a lot of those expectations need to be presented prior to appointment, as those committees (MAP, SEED, etc.) fall under state open meetings guidelines. The brief discussion ended with a consensus that policies would be updating as it relates to the formation, appointment and function of official City committees.

Pine Lake News

Council Approves Bid for Two Berm Bridges: We have accepted a bid to replace the two bridges on the inner (swim area) berm. Timing and logistical details are still being hammered out, but we should be able to walk the berm again before the end of the year.

Sheep Report: The sheep are almost done on the Dam. There is still some clearing left to do, and we want to get as much chewing action as we can while the sheep are here. John the shepherd assures us that we will be able to walk the path again by May 10th. In the meantime, please stay off the path so that the sheep can finish their job.

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Upcoming Events:

May 5th, PLAIN Cinco de Mayo Fundraiser Block Party: Music, Food and Fun. Sunday, 12:00 - 3:30 PM Dahlia Drive between Olive and Ivy. [See Flyer](#)

June 1st, Beach Opens for Swimming: The beach will open for swimming on Saturday June 1st and will close Monday September 30th.

5. Executive Session to Discuss Personnel

The Mayor, City Manager, and all members of City Council entered into Executive Session at 6:46pm.

An Executive Session was held.

Council Member Woods motioned to adjourn from Executive Session at 7:45pm.

No action was taken by City Council outside of Executive Session.

Adjournment

Council Member Woods moved for adjournment at 7:47pm.

Ned Dagenhard
Assistant City Clerk

ChaQuias Miller-Thornton
Acting City Clerk

**CITY OF PINE LAKE
SPECIAL CALLED MINUTES
May 10th, 2024 at 9:00 AM
Council Chambers
459 Pine Drive, Pine Lake, GA**

Call to Order: Mayor Brandy Hall called the Special Call Meeting to order at 9:00am.

Present: Mayor Brandy Hall, Council Member Jeff Goldberg, Council Member Thomas Torrent, and Council Member Tom Ramsey. Also present were City Manager ChaQuias Miller-Thornton, Chief of Police Sarai Y'hudah-Green, and Assistant City Clerk Ned Dagenhard. Mayor Pro Tem Jean Bordeaux, Council Member Augusta Woods, and City Attorney Susan Moore were not in attendance.

New Business

1. Agreement between the City of Pine Lake and Vernon B. Kendrick for Professional Services – Special Projects Manager – Public Works

Council Member Torrent moved to approve the Agreement between the City of Pine Lake and Vernon B. Kendrick for Professional Services – Special Projects Manager – Public Works – \$35,846.24.

The Mayor, City Council, and City Manager assessed the terms of the contract, which runs until December 30th, 2024. Council Member Torrent asserted that Mr. Kendrick would be under direct supervision by the City Manager, and that his contact information would not be publicly available. City Manager Miller-Thornton added that Mr. Kendrick is contractually obligated to report to both the City Manager and City Council, as well as provide departmental reports during Work Sessions.

Mayor Hall called for a vote.

All members of the body voted in favor of the motion, and the motion carried.

Adjournment

Council Member Ramsey moved for adjournment at 9:15am.

Ned Dagenhard
Assistant City Clerk

ChaQuias Miller-Thornton
Acting City Clerk

**CITY OF PINE LAKE
SPECIAL CALLED ACTION AGENDA
May 14th, 2024 at 6:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA**

Call to Order: Mayor Brandy Hall called the Special Call Meeting to order at 6:00pm.

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, and Assistant City Clerk Ned Dagenhard.

Adoption of the Agenda

Mayor Pro Tem Bordeaux moved to adopt the Special Called Meeting agenda; Council Member Goldberg seconded.

No discussion took place.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

1. Agency Subscription Agreement – Georgia Technology Authority Enterprise Agreement for Equipment and Services

Council Member Woods moved to authorize the agency subscription agreement; Council Member Torrent seconded.

A discussion took place, wherein the City Manager and Chief Green explained the need for and terms of the agreement for equipment and data services for the Police Department to access to Georgia Criminal Information Center..

Mayor Hall called for a vote.

All members of the body voted in favor of the motion, and the motion carried.

2. Resolution R-10-2024 – FY2024 Budget Adjustment

Mayor Pro Tem Bordeaux moved to approve Resolution R-10-2024; Council Member Torrent seconded.

City Manager Miller-Thornton stated Resolution R-10-2024 is two fold. The resolution a) adjusts the Police Department budget to cover the cost of *Item 1. Agency Subscription Agreement*; and b) transfers allocations from regular salaries, FICA and group insurance (Public Works) to cover the professional services allocation for the Special Projects Manager.

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Mayor Hall called for a vote.

All members of the body voted in favor of the motion, and the motion carried.

Adjournment

Council Member Woods moved for adjournment at 6:06pm.

Ned Dagenhard
Assistant City Clerk

ChaQuias Miller-Thornton
Acting City Clerk

**CITY OF PINE LAKE
WORK SESSION MINUTES
May 14th, 2024 at 6:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA**

Call to Order: Mayor Brandy Hall called the Special Call Meeting to order at 6:06pm.

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, and Assistant City Clerk Ned Dagenhard.

Announcements/Communications

1. Citizens Commendations – Response to Emergency Situation Keisha Banks, Jaqueline Schaffer, and Amariee Woods

Mayor Hall read aloud the commendation letters, recognizing the citizens by name. The Mayor also thanked Council Member Goldberg for spearheading recognition of responding citizens and emergency services personnel following a residential fire on Ridge Drive, and advised that the responding DeKalb fire houses would be honored at their respective locations.

Adoption of the Agenda

Council Member Ramsey moved to adopt the agenda of the day, as amended to move *Item 4. Executive Session* to follow *Reports and Other Business*; Council Member Torrent seconded.

No discussion took place.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

New Business

1. Memorandum of Understanding (MOU) between the City of Pine Lake (City) and Pine LakeFest Inc, regarding LakeFest 2024

City Manager Miller-Thornton explained that the MOU with Pine LakeFest Inc. for LakeFest 2024 will not present substantial changes from the agreement approved last year. The agreement is tentatively scheduled to be presented for Council consideration during the regular session on 05/28/2024.

No action was taken by City Council

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May 14th, 2024 at 6:00 PM
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2. Ordinance 02-2024 – An Ordinance Temporarily Prohibiting the Operation of Residential Short-term Rentals within the City of Pine Lake

Mayor Hall introduced the item, contextualizing the issue with the adage, “what isn’t permitted is prohibited,” as Short Term Rentals (STRs) are not presently permitted in the City of Pine Lake. City Manager Miller-Thornton added that, as an organizational measure, the City Council would place a moratorium on STRs while a policy is developed – not as an enforcement measure but, to afford the City (Council, Administration, and stakeholders) time to consider legislation regarding STR as a land use within the City.

City Council engaged in an in-depth discussion regarding Short Term Rental policy, citing a desire to balance protection of affordable housing options with the interest in residents in utilizing STR options (AirBnB, VRBO, etc.) for supplemental income. Additionally, attention was given to other future policies that may be affected by the allowance of STRs in Pine Lake, such as hotel/motel taxation.

A point of contention arose regarding the presentation timeline for STR policy. After deliberation and input from all members of City Council, the body found consensus on the following unofficial timeline: May 28th (*preliminary draft presented to Council and published online*), June 5th (*town hall*), June 11th (*presentation of official draft, with public comment section as standard for Work Sessions*), June 25th (*public hearing and official first read*), and July 9th (*second read with an option for public comment during the standard course of regular meeting*),

Council Member Ramsey performed the first read of Ordinance 2024-02.

No action was taken by City Council

3. Sewer Line - Oak Road

City Manager Miller-Thornton summarized a request by owners of properties along Oak Drive, arguing that properties in that section of the City are undevelopable without extension of the County-owned sewer line from Spring Drive to Forest Drive. The City Manager stated that the request for City Council, at this time, was to decide whether the Administration Department should gather additional information with the potential intent for the City to assist financially and logistically with the line extension.

Council Member Ramsey explained, through a personal anecdote, that the information regarding the insufficient sewer line was readily available prior to any individuals’ purchasing of property on Oak Drive, and that as such the burden of due diligence fell solely on the owners. Council Member Ramsey continued that he saw no issue with interceding with DeKalb County on residents’ behalf. The

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Mayor and other members of the body seemed in agreement but were concerned about any unfavorable position the City would place itself in doing so. Mayor Hall adding that utility easements were not an uncommon solution in urban lots, suggesting the same solution may have viability in this case.

No action was taken by City Council

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 City Manager's report dated May 14th, 2024. Please email 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 Police/Public Safety report dated May 14th, 2024. Please email 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 announced that the sheep project along the lake dam and berm was nearing completion, and thanked John Wierwille of *Ewe Can Do It Naturally* for the exciting results.

The Mayor added thanks to Council Member Torrent for spearheading the conversation on Short Term Rentals, and to all members of Council for extending care through all conversations.

The Mayor extended kudos to City Manager Miller-Thornton for completing Public Finance Leadership Academy coursework amidst the multiple full-time roles she maintains for the City.

The Mayor also announced she would be meeting with other small cities in the area, following the recent "State of the County" event.

City Council

Council Member Goldberg stated to Council that he would like to see more

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celebration of their collective efforts and gave such an example as the reopening of the outer berm trail as a missed opportunity to celebrate accomplishments of Council. Council Member Goldberg also announced a successful recycling event, after which multiple trucks and vehicles were filled with Styrofoam, glass, and other refuse materials. Finally, Council Member Goldberg requested a future evaluation of apartment building values, which he felt have been mistakenly under-appraised.

Council Members Ramsey and Torrent announced they had recently taken part in a survey of the ravine behind Spruce Drive—which has been impacted by erosion—and relayed findings to the Public Works Department and DeKalb County. Council Member Ramsey also added that he had registered for a Department of Natural Resources “grant class,” and hoped to bring back valuable information to benefit Pine Lake.

Pine Lake News

Council To consider Ordinance Regarding Short Term Rentals (STR):

Currently, short term rentals are not specifically mentioned anywhere in our zoning code. That means that they are technically not allowed. With interest and usage increasing, we need to address many issues, from definition to regulation. Our Code Compliance Consultant, City Attorney and City Manager are currently drafting this ordinance.

Council has laid out the following schedule to ensure that you are able to provide your input:

05/28/2024 - Formal Presentation to Council of initial draft of Short Term Rental (STR) Ordinance (will be available on website)

06/05/2024 – Town Hall to discuss STR Ordinance

06/25/2024 - Hearing to Receive Public Input on the STR Ordinance

06/25/2024 - First Read of STR Ordinance

07/09/2024 - Second Read and Adoption of STR Ordinance

Bernard Kendrick – Special Projects Manager Public Works: The City of Pine Lake has entered a Professional Services Agreement with Mr. Bernard Kendrick for special projects management responsibilities related to Public Works, as well as day to day supervision of the Public Works Department. Mr. Kendrick joins us with over 25 years of management experience in the public and private sectors. He holds certifications in such areas as public works management, flood plain management, wastewater collections operations and maintenance, facilities management and has a background in engineering. Welcome Mr. Kendrick.

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If you see a maintenance issue, please report it on the [Maintenance Suggestion Form](#). public Works employees are prohibited from responding to direct requests from residents.

City Manager Miller-Thornton completes the UGA CVIOP Public Finance Leadership Academy: On May 3rd, 2024 Ms. Thornton graduated from the advanced governmental finance program earning 91.90 CPE credits in the areas of Accounting Governmental, Auditing Governmental, Economics – Technical, Finance – Technical, Personal Development, Personnel/Human Resources, and Specialized Knowledge – Technical.

City Manager Thornton thanks the City of Pine Lake for its investment in achieving financial excellence in the fiscal and fiduciary responsibility to manage the public trust. The City thanks City Manager Thornton for maintaining all of the City's administrative tasks as well as all of the numerous projects that she has been working on, for the past year, while completing this impressive and time consuming leadership program.

Upcoming Events

May 21st, General Primary and Special Elections: This is a very important election, with our candidates for US, Georgia, and DeKalb representatives on the ballot. In addition, there are important referenda on, among other things, Gun Safety, Clean Energy and Reproductive Rights. To see your sample ballot go to [My Voter Page](#) on the Georgia Secretary of State site.

May 21st, Taco Tuesday: 5:30 - 7 PM in the Beach House Hosted by Pine Lake Lakefest with the aid and abetment of P.L.A.I.N. neighborhood association. Tacos provided, bring a beverage or we'll have water too.

May 29th, Meeting of Poplar Park Planning Committee: 6:00 PM in the Clubhouse. All are welcome to join the committee (Augusta Woods, Thomas Torrent, Jan Christiansen and Calvin Burgamy) to discuss plans for the park.

4. Executive Session to Discuss Real Estate

Council Member Ramsey moved to enter Executive Session at 7:56pm.

A discussion took place.

Council Member Woods moved to adjourn the Executive Session and reconvene Work Session at 8:09pm.

Adjournment

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Mayor Pro Tem Bordeaux moved for adjournment at 8:10pm.

Ned Dagenhard
Assistant City Clerk

ChaQuias Miller-Thornton
Acting City Clerk

MEMORANDUM OF UNDERSTANDING

This constitutes a Memorandum of Understanding (MOU) between the City of Pine Lake (City) and Pine LakeFest Inc, regarding LakeFest to be held October 19 and 20, 2024 in the City of Pine Lake. LakeFest is a Georgia nonprofit corporation exempt from income taxation under Section 501(c)(3) of the Internal Revenue Code.

Each of the parties agrees that the following terms and conditions provide adequate consideration for this MOU:

Pine Lakefest Inc. will:

- PLAN, ORGANIZE and EXECUTE an arts festival along Lakeshore Drive, Pine Lake, including soliciting sponsorships, scheduling musical performances and appropriate community events, and arranging for vendors providing art and crafted goods. Lakefest will also arrange for licensed and insured food and beverage vendors to sell products at the arts event at their own risk.
- PROVIDE sufficient appropriate volunteers to safely operate the arts event and ensure that all city property and facilities are left in clean and undamaged condition.
- ARRANGE parking and transportation to limit parking along City streets by attendees of LakeFest.
- APPLY for all required permits and FULLY COMPLY with all terms and conditions of City's Property/Business Owner's Rental Agreement for the Beach House and the City's Permit for Outdoor Festivals and/or Use of Public Lands and Buildings, understanding that this MOU is an addendum to both such Agreement and Permit.
- FILE for a temporary liquor license, acquire a state permit, provide the City with full inventory of stock (and where stored), and a list of volunteer bartenders, accompanied by a certificate of training and proof of age.
- FULLY COMPLY with all ordinances and rules of the City of Pine Lake, including but not limited to the City's sign ordinance, and all applicable state laws.
- PUBLICIZE the City as a sponsor of LakeFest on all promotional materials and printed matter.
- COLLECT and BAG all trash on a periodic basis to ensure no overflow of trash from trash containers. BRING all collected and bagged trash to the City dump truck parked at the Public Works yard by 9pm on October 19 and 20, 2024. No staff person will be available to drive the dump truck and no persons other than City Public Works employees are authorized to drive the dump truck.
 - SUPPLEMENT off-duty officer pay and reserve duty officer pay at an off-duty rate of \$45/hour minus the rate of hourly wage regularly paid to each officer by the City of Pine Lake. SUPPLEMENT shall be applicable for all off-duty or reserve police officers to provide services for the event on October 19 & 20 2024 working in two (2) five-hour shifts each day (10am - 3pm and 3pm - 8 pm). PAYMENT shall be made by September 1, 2024. The attached chart (title Exhibit A) is provided as a guide to these projected costs, but is not binding, with a provision that the final total due will not exceed 15% of the projected amount.
- PROVIDE through a private security contractor at least one (1) security officer working a eleven-hour night shift (8pm – 7am) on Friday night October 18, 2024, and a eleven-hour shift (8am-7pm) Saturday night, October 19, 2024. Lakefest shall be liable for any injuries, claims, actions or damages by or to such security contractor or officer.
- NOTIFY in writing all residences along Lakeshore Drive of upcoming Lakefest and road closures no later than October 1, 2024. Lakefest will also collaborate with the City to include this information in the *PL Brief*, or other regular communications to the residents.

- INDEMNIFY and HOLD HARMLESS the City and all of its agents, officers and employees from any and all liability , claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage or injury, including death and including injury to real or personal property, that may be sustained by any person while participating in any aspect of the LakeFest arts event, and that results from an act or omission of LakeFest regardless of whether such loss, damage or injury is caused in whole or in part by the actions or omissions of LakeFest or any of its agents, officers, volunteers or employees and regardless of whether such liability arises in tort, contract, strict liability or otherwise, to the fullest extent allowed by law.
- MAINTAIN insurance sufficient, and list the City as an additional insured, to cover any claims or liabilities arising from any aspect of LakeFest including, but not limited to, the indemnity and hold harmless provision above, the sale of food and alcoholic beverages by third-party vendors, and the use of volunteers.

The City of Pine Lake will:

- MAKE the Beach House, located at 4580 Lakeshore Drive available to LakeFest from 6pm Thursday, October 17, 2024 until Tuesday, October 22, 2024 at noon in accordance with the terms and conditions of he Beach House and the City’s Permit for Outdoor Festivals and/or Use of Public Lands and Buildings. Because the City is a sponsor of LakeFest, LakeFest will not be charged for use of Beach House during the period stated above.
- MAKE the Beach House, located at 4580 Lakeshore Drive available to LakeFest for LakeFest volunteer and planning meetings, subject to availability and for no more than five (5) meeting occasions, and in accordance with the terms and conditions of City’s Permit for Outdoor Festivals and/or Use of Public Lands and Buildings. Because the City is a sponsor of LakeFest, LakeFest will not be charged for use of Beach House during the such meetings, as approved.
- NOT MAKE available any chairs or tables stored at the Club House.
- DIRECT City Public Works employees to remove from storage and make available to LakeFest traffic barriers and parking signs, install one 8’ x 15’ LakeFest banner on Rockbridge Road, move picnic tables and install an accessibility ramp at Clubhouse and Lakeshore as directed by LakeFest.
- CLOSE Lakeshore Drive between Hemlock and Spring Streets, from 7am October 19, 2024 until 8pm October 20, 2024.
- PROVIDE a list of local wholesale liquor distributors as well as recommendations of preferred training for volunteers handling alcohol.
- INDEMNIFY and HOLD HARMLESS Lakefest and all of its officers and employees from any and all liability , claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage or injury, including death and including injury to real or personal property, that may be sustained by any person while participating in any aspect of any event organized or operated by Lakefest and that results from an act or omission of the CITY or any officer or employee of the CITY, regardless of whether such liability arises in tort, contract, strict liability or otherwise, to the fullest extent allowed by law.

Effective this _____ day of _____, 2024.

[SIGNATURES ON NEXT PAGE]

Brandy Hall, Mayor
City of Pine Lake

Kathie deNobriga, President
Pine LakeFest Inc.

Attest: _____
ChaQuias M. Thornton
City Manager and City Clerk

Approved as to Form: _____
Susan J. Moore
City Attorney

EXHIBIT A

	Hourly Off-duty Rate			[REDACTED]	Lakefest Rate	# of Hours	Total Cost
	City	Lakefest 2024	Total				
Adkins	17.04	27.96	45.00	[REDACTED]	27.96	5	139.80
Cooper	17.13	27.87	45.00	[REDACTED]	27.87	5	139.35
Chipocp	-	45.00	45.00	[REDACTED]	45.00	5	225.00
Gaskins	-	45.00	45.00	[REDACTED]	45.00	5	225.00
Ings	-	45.00	45.00	[REDACTED]	45.00	5	225.00
Jordan	-	45.00	45.00	[REDACTED]	45.00	5	225.00
Reagan	-	45.00	45.00	[REDACTED]	45.00	12	540.00
Wright	-	45.00	45.00	[REDACTED]	45.00	5	225.00

Total Due - Lakefest* 1,944.15

*Considering no changes in the tentative schedule and based on terms of the draft agreement.

LakeFest 2024 / Security Detail

Detail Description	Date	Shift	Officer Assigned	Officer Assigned
Lakefest Security (Saturday)	10/19/2024	10am - 3pm	Cpl. A. Atkins	Cpl. D. Jordan*
		3pm-8pm	Ofc. A. Gaskins*	Ofc. C. Chipoco*
Lakefest Security (Over Night)**		8pm – 8am	Ofc. M. Taylor	
Lakefest Security (Sunday)	10/20/2024	10am - 3pm	Ofc. M. Wright*	Ofc. W. Regan*
		3pm-8pm	Ofc. C. Ings*	Cpl. Cooper
Duty Officer (Ofc. M. Stokes)				

*Reserve Officers

Page

**Overnight Security is paid directly by LakeFest, Inc.



Permit for Outdoor Festivals and/or
Use of Public Lands and Buildings
Application

PERMIT # _____

For City Hall Use Only	
Date Received:	_____
BY:	_____
\$200.00 App Fee Payment Method	_____
Total Due \$	_____ Balance Due _____
Date Paid in Full:	_____

Name of Applicant: PINE LAKE FEST

Applicant's Street Address: 4641 RIDGE DRIVE PO Box: 1518

City: PINE LAKE State: GA Zip: 30072

Cell Telephone: [REDACTED] Email: pinelakefest@gmail.com

Type of Event: ART & MUSIC FESTIVAL

Date (s) of Event: Oct. 19-20 [setup Oct 18; breakdown Oct 21]

Hour (s) of Event: 7am-9pm (public hours are 11am-6pm)

Public Areas & Building (s) requested: BEACH HOUSE; LAKESHORE DRIVE

Estimated Attendance: 3,000 - 3,500 (1,000 - 2,000 daily)

Requested Public Works Services to be provided during normal business hours (hours in excess of 15 hours will be billed to event organizers):

Set out road closure barriers on Friday, Oct 18, including handicap parking signage; move picnic tables; install ramp; install one banner on Rock Bridge rd. 2 weeks prior.

Requested tables/chairs (may be provided by City if available):

Use of tables & chairs located in Beach House. We will re-locate, clean & return to storage.

Additional Police Services requested (may be required by City Administrator and billed to event organizer):

As determined w/ Chief Green.

Request Road Closure:

Lakeshore Drive, between Spring & Hemlock

Sanitation Plan for trash, recyclables and portable toilets:

trash & recycling managed by volunteers; deposit in city dump trucks. Two rented porta johns installed on site.

List of all required contact information for additional contact persons/event organizers:

Kathie deNobrega



KATHIE DENOBREGA

Applicant's Printed Name

Kathie deNobrega

Applicant's Signature

MAY 13, 2024

Applicant Date



Memo

DATE: May 24, 2024

TO: Mayor and City Council

FROM: ChaQuias Thornton, City Manager

RE: Ordinance 2024-02 – Ordinance Temporarily Prohibiting Operation of Residential Short-term Rentals

Please see the attached draft form of Ordinance 2024-02 which, if enacted, will serve to temporarily prohibit the operation of residential short-term rentals within the City of Pine Lake. Being that there are currently such establishments within the city that are properly licensed for use as short-term rentals, a prohibition on such use is being considered to offer Mayor and Council an opportunity to mitigate any negative community impact caused by use and occupancy of short-term rentals and to provide an opportunity to gather facts, public input and best practices for actionable and appropriate provisions.

First read of Ordinance 2024-02 was held on 05/14/2024

Ordinance 2024-02 is tentatively scheduled to continue on the following course:

05/28/2024 - Second Read and Adoption of Ordinance 2024-02

The presentation of the prohibition comes ahead of administrative presentation of a Short-term Rental policies for consideration by Mayor and Council. The information gathered from the Coubcil discussion to be had during the 05/14/2024 work session, will be used to inform draft legislation regarding use regulations for such rentals.

As a matter of land use consideration, the draft ordinances providing for Short-term Rental regulations will follow the prescribed course for zoning amendments and will adhere to the requirements of zoning procedures law. Therefore, it is anticipated that the draft ordinance will be presented in conjunction with the zoning amendments related to the annexation of properties into the incorporated limits of Pine Lake.

05/28/2024 - Presentation of preliminary draft form of the Ordinance to provide for Stort-Term Rental Establishments in the City of Pine Lake
Public Comment accepted regarding

06/05/2024 - Townhall to discuss Short-Term Rental – Occupancy and Land Use

06/11/2024 - Formal presentation of draft form of the Ordinance to provide for Short-Term Rentals Establishments in the City of Pine Lake
Public Comment accepted regarding

06/25/2024 - Official Hearing to Receive Public Input on the STR Ordinance

06/25/2024 - First Read of STR Ordinance

07/09/2024 - Second Read and Adoption of STR Ordinance

Please do not hesitate to present your questions and/or concerns regarding this matter.

Thank you, ChaQuias M. Thornton

ORDINANCE NO. 2024-02

AN ORDINANCE TEMPORARILY PROHIBITING THE OPERATION OF RESIDENTIAL SHORT-TERM RENTALS WITHIN THE CITY OF IN PINE LAKE WHILE THE CITY COUNCIL CONSIDERS FACTS AND COMMUNITY INPUT ON REGULATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING AN EFFECTIVE DATE OF THIS RESOLUTION, AND FOR OTHER PURPOSES.

WHEREAS, The City of Pine Lake ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with providing public services to residents and businesses located within the corporate limits of the City and to provide for the public health, safety and welfare of residents, businesses and the community at large; and,

WHEREAS, the City is charged with promoting and preserving the environment and quality of life that are important and valuable assets of the City central to the City's identity, activities, economics and culture; and

WHEREAS, there are currently no hotels, motels, inns, lodges, rooming houses, bed and breakfasts, or other businesses by whatever name known located within the City compliant with the City's land use regulations and properly licensed for use as short term rentals; and

WHEREAS, the Mayor and City Council want to mitigate any negative impact caused by use and occupancy of short-term rentals on a community as small and densely populated as the City of Pine Lake; and

WHEREAS, the Mayor and City Council want to gather facts, public input and best practices to recommend to the City Council steps that are actionable and appropriate;

THEREFORE, THE COUNCIL OF THE CITY OF PINE LAKE HEREBY ORDAINS AS FOLLOWS:

SECTION 1.

Except as otherwise already expressly permitted, use of any property within the City as transient lodging accommodations on a short-term basis for compensation is prohibited for a period of one hundred and twenty (120) days from enactment of this ordinance while the City Council gathers facts and community input on regulating short-term rentals within the City. "Short-term" is defined to mean any period of time less than 30 consecutive days.

SECTION 2.

To the extent any portion of this ordinance is declared to be invalid, unenforceable, or non-binding, that shall not affect the remaining portions of this Resolution.

SECTION 3.

All City ordinances and rules inconsistent with this ordinance are hereby repealed.

SECTION 4.

This ordinance shall become effective immediately upon its adoption by the Mayor and City Council of the City of Pine Lake.

SO ORDAINED this _____ day of _____, 2024.

Brandy Hall, Mayor

ATTEST:

ChaQuias M. Thornton, City Manager and
Acting City Clerk

APPROVED AS TO FORM:

Susan Moore, City Attorney



Memo

To: Mayor and City Council
From: ChaQuias Thornton, City Manager
Date: May 27, 2024
Re: Ad Valorem Tax/Millage Rate 2024 – Tentative Millage Rate Adoption for Advertising Purposes Only

New Business Item – 05/28/2024 Regular Meeting of Mayor and Council

NOTE: **ADMINISTRATIVE SUMMARY AND RECOMMENDATION shown on page 5.**

On May 24, 2024, DeKalb County Tax Assessors Office released preliminary Consolidation and Revaluation Reports to the DeKalb cities as of 05/23/2024 and 05/19/2024 respectively. Based on computation of the millage rate using relative digest data, the Administration makes the following presentation:

The Revaluation Report submitted by the County as of 05/19/2024 represents a 0.46% increase in real property value and a 2.90% decrease in personal property value for 2024. These percentages represent a change in real property tax digest of \$206,050, from \$44,935,050 in 2023 to \$45,159,130 in 2024, and a change in personal property digest of -\$12,743, from \$439,455 in 2023 to \$426,712 in 2024. \$206,050 represents the amount of value change of existing real property based on the reassessment (revaluation) of that property.

In 2023 Pine Lake adopted a mil rate of 16.481. The mil rate that will render the same amount of “as billed” revenue in 2024 as billed in 2023, based on current year’s valuation of property, is calculated at **16.492 mils**. This rate is known as the **roll back rate**. Please note that this rate is higher than the most recent adopted rate of 16.481. The following table shown on page 2 provides the estimated revenue versus budget scenario based on the 05/19/2024 consolidated values at:

- the current mil of 16.481,
- the roll back rate of 16.492,
- a rate of 16.880 to meet budget estimate at the average collection rate of 93%, and
- a rate of 17.729 to meet current needs not previously included in budget estimates

[SEE NEXT PAGE]

Description	5/23/2024					
Taxable Real Property	45,159,130					
Exempt Veterans	0					
Exempt Widows of Veterans	0					
Exempt Seniors	0					
Appeals Differential Value	-					
Real Property Digest	45,159,130					
Taxable Public Utility	400,056					
Taxable Motor Vehicle	83,620					
Taxable Personal Property Value	426,712					
Estimated Adjustments	-					
Adjusted Value	426,712					
		CURRENT RATE		ROLLBACK RATE		
		Rev As Billed	Revenue	Rev As Billed	Revenue	Adopted
		16.481	at Collection Rate	16.492 mils	at Collection Rate	Budget
Taxable Digest						
Estimated Taxable RE Digest	45,159,130	744,268	692,169	744,764	692,631	687,186
Taxable Public Utility	400,056	6,593	8,000	6,598	3,000	8,000
Taxable Motor Vehicle	83,620	1,378	1,378	1,379	1,379	2,000
Taxable PP Value	426,712	7,033	6,947	7,037	6,951	7,000
Estimated Adjustments	(1,025,795)	(16,906)	(18,466)	(16,917)	(16,693)	
Adjusted Value - Gross Digest	45,043,723	742,366	690,028	742,860	687,267	704,186
RE Property Rev over/under Budget		38,180	(14,158)	38,674	(16,919)	
To meet budget at avg. collection rate						
		Rev As Billed	Revenue			Adopted
		16.88	at Collection Rate			Budget
Estimated Taxable RE Digest	45,159,130	762,286	708,926			687,186
Taxable Public Utility	400,056	6,753	3,000			8,000
Taxable Motor Vehicle	83,620	1,412	1,303			2,000
Taxable PP Value	426,712	7,203	7,115			7,000
Estimated Adj. - Exemptions M&O	(1,025,795)	(17,315)	(16,103)			
Adjusted Value - Gross Digest	45,043,723	760,337	704,241			704,186
RE Property Rev over/under Budget		56,151	55			
To meet current maint/contingency needs not budgeted						
		Rev As Billed	Revenue			Adopted
		17.729	at Collection Rate			Budget
Estimated Taxable RE Digest	45,159,130	800,626	744,582			687,186
Taxable Public Utility	425,474	7,543	3,000			8,000
Taxable Motor Vehicle	89,640	1,590	1,303			2,000
Taxable PP Value	439,455	7,793	7,698			7,000
Estimated Adj. - Exemptions M&O	(1,025,795)	(18,190)	(16,917)			35,441
Adjusted Value - Gross Digest	45,087,904	799,362	739,666			739,627
RE Property Rev over/under Budget		59,735	39			

During adoption of the 2024 budget, total tax revenue for ad valorem style taxes (current year) was budgeted at \$704,186. Estimated collection of revenue **as billed** at the current mil assessment of 16.481 is 742,366 (\$38,180 more than budgeted). Estimated collection of revenue **as billed** at the roll back rate of 16.492 mils is \$742,860 (\$38,674 more than budgeted). Note: These calculations are “as billed” expectations and do not represent the percentage of billed revenue that, on average, remains uncollected at year-end.

Estimated revenue at the **collection rate** of 93% at the current mil assessment of 16.481 is \$690,028 (\$14,158 less than budgeted). Estimated revenue at the **collection rate of 93%** as billed at the roll back rate of 16.492 mils is \$687,267 (\$16,919 less than budgeted).

As shown in the table below, a mil rate of 16.880 is needed to maintain approximate current year ad valorem tax revenue as budgeted, and at the average collection rate of 93%.

		To meet budget at avg. collection rate		
		Rev As Billed	Revenue	Adopted
		16.88	at Collection Rate	Budget
Estimated Taxable RE Digest	45,159,130	762,286	708,926	687,186
Taxable Public Utility	400,056	6,753	3,000	8,000
Taxable Motor Vehicle	83,620	1,412	1,303	2,000
Taxable PP Value	426,712	7,203	7,115	7,000
Estimated Adj. - Exemptions M&O	(1,025,795)	(17,315)	(16,103)	
Adjusted Value - Gross Digest	45,043,723	760,337	704,241	704,186
RE Property Rev over/under Budget		56,151	55	

Please be reminded that current budget only accounts for revenues, expenditures and special projects considered at budget adoption. The budget does not include contingencies for shortfalls in revenue, unplanned increase in expenditures, or unexpected projects. With the absence of contingencies, any necessary changes over budget allocations rely upon subsidy from the City’s General Fund Balance (Fund Reserves) – which is where any overage in original budget has been assigned year-to-date.

It is important to note that due to current assessment of public works operations and maintenance, there is anticipated current year cost of necessary maintenance that was not available during FY2024 budget discussion and is therefore not presently included in current year budget appropriations. Currently, the Administration and Special Projects Manager are working together to assess needs, associated needs, and funding options. Additionally, there are capital asset needs within the City’s Police Department that are being assessed. Capital assets can be funded via lease purchase options at favorable rates through such programs as Georgia Municipal Associations Governmental Finance Department. However, these purchases do necessitate annually incurred expense for the City through the life of the lease. At present, the total cost of needs (O&M and capital) is not available but is anticipated by June 14th, 2024 – ahead of final millage adoption date. Therefore, below I have provided for you a millage rate scenario that accounts for an estimated \$43,300 in General fund contingency that can be used to manage unplanned increase in expenditures or unexpected projects like costs associated with maintenance assessments.

		To meet current maint/contingency needs not budgeted		
		Rev As Billed	Revenue	Adopted
		17.729	at Collection Rate	Budget
Estimated Taxable RE Digest	45,159,130	800,626	744,582	687,186
Taxable Public Utility	425,474	7,543	3,000	8,000
Taxable Motor Vehicle	89,640	1,590	1,303	2,000
Taxable PP Value	439,455	7,793	7,698	7,000
Estimated Adj. - Exemptions M&O	(1,025,795)	(18,190)	(16,917)	35,441
Adjusted Value - Gross Digest	45,087,904	799,362	739,666	739,627
RE Property Rev over/under Budget		59,735	39	

Contingency is calculated based on a percentage cost of budgeted general expenditures (minus expenditures for salaries and benefits and capital expenses).

FY2024 General Fund Expenditures				
Contingencies Calculation				
	GF - Total	GF - Total	GF - Total	
	Dept Expenditures	Salaries/Benefits	Capital Expenditures	
	1,057,070	(614,057)	-	443,013
				443,013
		Avg. percent contingency		8%
				35,441

An incomplete list of maintenance and asset needs is shown below.

Public works vehicle (new or used)

New value – TBD (anticipated report by 05/31/2024)

Estimated lease value – current year - TBD

Maintenance and inventory of current public works vehicles/equipment

Estimated maintenance value under review (anticipated report by 06/14/2024)

Surplus estimate is identified at \$10,000 (which can offset cost of remaining vehicles/equipment)

Police vehicle (new or used) – with associated equipment

New value - \$44,000

Estimated lease value – current year - \$3,600

Maintenance and inventory of current public safety vehicles/equipment

Estimated maintenance value under review (anticipated report by 06/14/2024)

Current vehicle maintenance has been identified which exceeds the annual budgeted appropriation.

Unit # 641 / 2018 Dodge Charger (PL 2018)

Needs an engine.

Hood Damage - (This is the vehicle that was damaged in the PW yard)

*** Vehicle continued to overheat. Dealership advised the vehicle would need a new engine as the head gaskets were “gone”.*

Unit # 642 / 2017 Dodge Charger

Emergency equipment fail (due to battery being drained Vehicle battery continues to drain (does not stay charged). Vehicle overheats.

Unit # 644 / 2014 / Dodge Charger (SP Vehicle)

AC Service/ Actuator (Vehicle blows hot air)

Upon assessment – total suggested repairs - \$7,465

May be up soon for struts (Good Condition)

ADMINISTRATIVE SUMMARY AND RECOMMENDATIONS

Millage Rate Advertising – Tentative Rate

Any rate advertised at an amount more than the roll back rate of 16.492 mils must be advertised as a tax increase. Percentage increase for all of the roll back rate scenario shown on page 2 is depicted on the attached Computation of Millage Rate Rollback and Percentage Increase in Property Tax form.

The Administration is requesting Council consideration of the rate at which the City will advertise as its **tentative (preliminary)** mil rate for the 2024 tax year. **The final rate is not set to be adopted until June 25th, 2024. NOTE:** The final rate adopted **cannot** exceed the rate advertised.

The Administration recommends tentative adoption of a rate of no less than 17.729 mils. Again, this rate is **NOT** the final adopted rate. This rate is adopted for initial advertising purposes only. The suggested rate provides for the following:

- Continued review of property tax data presented by the DeKalb County Assessors and Tax Commissioners Offices
 - Questions are raised about percentage growth, decreases in personal property and public utility values and appeals values.
- Consideration of current needs of the City not included in the FY2024 budget as adopted.
- Increased number of required public hearings (3 hearings required) to give official and public opportunity for Council to receive stakeholder input.
- At minimum, if the tentative rate is ultimately adopted as the final rate, it will provide for an average percentage of contingencies for General Fund expenditures to cover unplanned and unexpected expenses such as costs associated with maintenance assessment/evaluation – without further presenting burden to the City's general fund reserves.

Please see the tentative timeline for adoption of the 2024 millage rate attached. Timeline is shown for two scenarios – 1) Property Tax Increase with 3 Public Hearings Required and 2) No Property Tax increase with 1 Public Hearing Required

Please do not hesitate to contact me if you should have questions or concerns regarding the information that is provided within this memorandum.

Thank you,

CMThornton

CONSOLIDATION AND EVALUATION OF DIGEST 2024

COUNTY NAME: DeKalb				COUNTY NO: 44				Sheet # 46 - CITY OF PINE LAKE (74, 74A)				Total Parcel Count: 452			
RESIDENTIAL				FOREST LAND CONSERVATION USE				EXEMPT PROPERTY				SUMMARY			
Code	Count	Acres	40% Value	Code	Count	Acres	40% Value	Code	Count	Acres	40% Value	PROPERTY CLASS	COUNT	ACRES	ASSESSED VALUE
R1	330		32,389,902	J3	0	0.00	0	E0	0		0	Residential Real	388	88.60	40,082,208
R3	388	88.60	7,692,306	J4	0	0.00	0	E1	24		392,252	Residential Personal	0		0
R4	0	0.00	0	J5	0	0.00	0	E2	10		276,200	Residential Total	388	88.60	40,082,208
R5	0	0.00	0	J6	0	0.00	0	E3	0		0	Residential Trans.	0	0.00	0
R6	0		0	FLPA FAIR MARKET ASMT				E4	0		0	Historic	0	0.00	0
R9	0	0.00	0	Code	Count	Acres	40% Value	E5	0		0	Agricultural Real	0	0.00	0
RA	0		0	F3	0	0.00	0	E6	0		0	Agricultural Personal	0		0
RB	0		0	F4	0	0.00	0	E7	0		0	Agricultural Total	0	0.00	0
RF	0		0	F5	0	0.00	0	E8	0		0	Preferential	0	0.00	0
RI	0		0	F6	0	0.00	0	E9	0		0	Conservation Use	0	0.00	0
RZ	0		0	Total			0	TOTAL	34		668,452	Environmentally Sen	0	0.00	0
RESIDENTIALTRANSITIONAL				ENVIRONMENTALLY SENSITIVE				HOMESTEAD & PROPERTY EXEMPTIONS				Commercial Real	27	21.15	4,930,122
Code	Count	Acres	40% Value	Code	Count	Acres	40% Value	Code	Count	M&O AMOUNT	BOND AMOUNT	Commercial Personal	24		426,712
T1	0		0	W3	0	0.00	0	S1	0	0	0	Commercial Total	51	21.15	5,356,834
T3	0	0.00	0	W4	0	0.00	0	SC	0	0	0	Industrial Real	3	0.65	146,800
T4	0	0.00	0	W5	0	0.00	0	S3	0	0	0	Industrial Personal	0		0
HISTORIC				COMMERCIAL				S4	0	0	0	Industrial Total	3	0.65	146,800
Code	Count	Acres	40% Value	Code	Count	Acres	40% Value	S5	0	0	0	Forest Lnd Con Use	0	0.00	0
H1	0		0	C1	23		3,347,005	SD	0	0	0	Brownfield Property	0	0.00	0
H3	0	0.00	0	C3	27	21.15	1,583,117	SS	0	0	0	Qualified Timberland	0	0.00	0
AGRICULTURAL				INDUSTRIAL				SE	0	0	0	Real Total	418	110.40	45,159,130
Code	Count	Acres	40% Value	Code	Count	Acres	40% Value	SG	0	0	0	Personal Total	24		426,712
A1	0		0	C4	0	0.00	0	S6	0	0	0	Digest Total	442	110.40	45,585,842
A3	0	0.00	0	C5	0	0.00	0	S8	0	0	0	Public Utility	3	0.00	400,056
A4	0	0.00	0	C9	0	0.00	0	S9	0	0	0	Motor Vehicle	71		83,620
A5	0	0.00	0	CA	0		0	SF	0	0	0	Mobile Home			0
A6	0		0	CB	0		0	SA	0	0	0	Timber - 100%	0	0.00	0
A9	0	0.00	0	CF	15		271,396	SB	0	0	0	Heavy Duty Equip.			0
AA	0		0	CI	9		155,316	SP	9	8,951	8,951	Gross Digest Total	516	110.40	46,069,518
AB	0		0	CP	0		0	SH	0	0	0	Exemptions-Bonds			8,951
AF	0		0	CZ	0		0	ST	0	0	0	Net Bond Digest			46,060,567
AI	0		0	INDUSTRIAL				SV	0	0	0	Gross Digest Total	516	110.40	46,069,518
AZ	0		0	Code	Count	Acres	40% Value	SJ	0	0	0	Exemptions-M & O			1,064,951
PREFERENTIAL				I1	1		102,040	SX	0	0	0	Net M & O Digest			45,004,567
Code	Count	Acres	40% Value	I3	3	0.65	44,760	SN	0	0	0	DO NOT USE L1 THRU L9 CODES ON STATE SHEET			
P3	0	0.00	0	I4	0	0.00	0	L1	264	1,056,000	0	TYPE	MILLAGE	ASSESSED	TAX
P4	0	0.00	0	I5	0	0.00	0	L2	0	0	0	M & O	0.016481	45,004,567	741,720
P5	0	0.00	0	I9	0	0.00	0	L3	0	0	0	BOND		46,060,567	
P6	0		0	IA	0		0	L4	0	0	0	I, Irvin J. Johnson, receiver of tax returns in and for said county, do hereby certify that the above and foregoing is a true and correct consolidation of all the tax returns received from the taxpayer (or assessed against defaulters) in said county of DeKalb for the year 2024, and duplicate digests have been made and delivered to the county governing authority and tax collector of said county as required by law. Witness my hand and official signature, this 27th day of July 2024. <div style="text-align: right;">R.T.R.</div> Tax Commissioner			
CONSERVATION USE				IB	0		0	L5	0	0	0				
Code	Count	Acres	40% Value	IF	0		0	L6	0	0	0				
V3	0	0.00	0	II	0		0	L7	0	0	0				
V4	0	0.00	0	IP	0		0	L8	0	0	0				
V5	0	0.00	0	IZ	0		0	L9	0	0	0				
V6	0		0	PUBLIC UTILITY				L10	0	0	0				
BROWNFIELD PROPERTY				Code	Count	Acres	40% Value	L11	0	0	0				
Code	Count	Acres	40% Value	U1	0		0	L12	0	0	0				
B1	0		0	U2	3	0.00	400,056	L13	0	0	0				
B3	0	0.00	0	U3	0	0.00	0	L14	0	0	0				
B4	0	0.00	0	U4	0	0.00	0	L15	0	0	0				
B5	0	0.00	0	U5	0	0.00	0	L16	0	0	0				
B6	0		0	U9	0	0.00	0	TOTAL	273	1,064,951	8,951				
Qualified Timberland				UA	0		0	Page							
Code	Count	Acres	40% Value	UB	0		0								
Q4	0	0.00	0	UF	0		0								
Q5	0	0.00	0	UZ	0		0								

**DEKALB COUNTY TANGIBLE REAL AND PERSONAL PROPERTY VALUE CHANGES 2024
AS OF 05/22/2024**

TAX DISTRICT	ROLL	2023	2024	CHANGE IN	VARIANCE	GROWTH	REVALUATION
		7/27/2023	5/22/2024	DIGEST	5/22/2024	5/22/2024	5/22/2024
UNINCORPORATED (04)	RE	\$20,650,894,298	\$22,509,278,527	\$1,858,384,229	9.00%	\$221,875,644	\$1,636,508,585
	PP	\$628,648,676	\$616,135,367	-\$12,513,309	-1.99%	\$0	-\$12,513,309
	MH	\$471,438	\$894,518	\$423,080	89.74%	\$0	\$423,080
ATLANTA (61)	RE	\$3,522,323,918	\$3,734,802,970	\$212,479,052	6.03%	\$79,437,928	\$133,041,124
	PP	\$40,585,343	\$40,460,748	-\$124,595	-0.31%	\$0	-\$124,595
	MH	\$0	\$0	\$0		\$0	\$0
AVONDALE (14)	RE	\$385,448,032	\$404,484,530	\$19,036,498	4.94%	\$3,513,800	\$15,522,698
	PP	\$2,577,232	\$2,836,549	\$259,317	10.06%	\$0	\$259,317
	MH	\$0	\$0	\$0		\$0	\$0
BROOKHAVEN (20)	RE	\$6,003,221,476	\$6,400,182,910	\$396,961,434	6.61%	\$131,173,120	\$265,788,314
	PP	\$122,457,281	\$121,013,490	-\$1,443,791	-1.18%	\$0	-\$1,443,791
	MH	\$0	\$0	\$0		\$0	\$0
CHAMBLEE (24)	RE	\$2,321,624,268	\$2,656,097,840	\$334,473,572	14.41%	\$135,096,182	\$199,377,390
	PP	\$349,360,629	\$396,059,725	\$46,699,096	13.37%	\$0	\$46,699,096
	MH	\$0	\$0	\$0		\$0	\$0
CLARKSTON (34)	RE	\$336,551,445	\$378,015,964	\$41,464,519	12.32%	\$950,040	\$40,514,479
	PP	\$11,094,062	\$13,715,341	\$2,621,279	23.63%	\$0	\$2,621,279
	MH	\$0	\$0	\$0		\$0	\$0
DECATUR (92)	RE	\$2,476,182,738	\$2,618,457,248	\$142,274,510	5.75%	\$44,144,281	\$98,130,229
	PP	\$19,440,657	\$21,091,616	\$1,650,959	8.49%	\$0	\$1,650,959
	MH	\$0	\$0	\$0		\$0	\$0
DUNWOODY (50)	RE	\$5,179,874,437	\$5,579,519,515	\$399,645,078	7.72%	\$13,708,500	\$385,936,578
	PP	\$140,674,250	\$134,870,824	-\$5,803,426	-4.13%	\$0	-\$5,803,426
	MH	\$0	\$0	\$0		\$0	\$0
DORAVILLE (44)	RE	\$1,065,601,828	\$1,232,747,110	\$167,145,282	15.69%	\$31,506,444	\$135,638,838
	PP	\$231,564,812	\$247,427,017	\$15,862,205	6.85%	\$0	\$15,862,205
	MH	\$0	\$0	\$0		\$0	\$0
LITHONIA (54)	RE	\$65,366,924	\$72,683,004	\$7,316,080	11.19%	\$154,120	\$7,161,960
	PP	\$1,351,790	\$1,750,575	\$398,785	29.50%	\$0	\$398,785
	MH	\$117,139	\$241,421	\$124,282	106.10%	\$0	\$124,282
PINE LAKE (74)	RE	\$44,953,050	\$45,159,130	\$206,080	0.46%	\$235,160	-\$29,080
	PP	\$439,455	\$426,712	-\$12,743	-2.90%	\$0	-\$12,743
	MH	\$0	\$0	\$0		\$0	\$0
STONE MTN (84)	RE	\$211,189,619	\$227,103,824	\$15,914,205	7.54%	\$8,510,880	\$7,403,325
	PP	\$5,590,120	\$4,985,350	-\$604,770	-10.82%	\$0	-\$604,770
	MH	\$570	\$570	\$0	0.00%	\$0	\$0
TUCKER (90)	RE	\$2,970,052,101	\$3,306,639,852	\$336,587,751	11.33%	\$23,673,280	\$312,914,471
	PP	\$400,380,351	\$388,634,668	-\$11,745,683	-2.93%		
	MH						
STONECREST (80)	RE	\$2,921,724,716	\$3,127,024,924	\$205,300,208	7%	\$40,857,424	\$108,458,924
	PP	\$278,083,843	\$259,441,289	-\$18,642,554	-6.70%	\$0	-\$18,642,554

PT-32.1 - Computation of MILLAGE RATE ROLLBACK AND PERCENTAGE INCREASE IN PROPERTY TAXES - 2024

COUNTY: **002-DEKALB** TAXING JURISDICTION: **PINE LAKE**

ENTER VALUES AND MILLAGE RATES FOR THE APPLICABLE TAX YEARS IN YELLOW HIGHLIGHTED BOXES BELOW

DESCRIPTION	2023 DIGEST	REASSESSMENT OF EXISTING REAL PROP	OTHER CHANGES TO TAXABLE DIGEST	2024 DIGEST
REAL	44,953,050	(29,080)	235,160	45,159,130
PERSONAL	864,929		(38,161)	826,768
MOTOR VEHICLES	89,640		(6,020)	83,620
MOBILE HOMES	0		0	0
TIMBER -100%	0		0	0
HEAVY DUTY EQUIP	0		0	0
GROSS DIGEST	45,907,619	(29,080)	190,979	46,069,518
EXEMPTIONS	1,017,795	0	47,156	1,064,951
NET DIGEST	44,889,824	(29,080)	143,823	45,004,567
	(PYD)	(RVA)	(NAG)	(CYD)
2023 MILLAGE RATE:	16.481		2024 MILLAGE RATE:	16.492

CALCULATION OF ROLLBACK RATE

DESCRIPTION	ABBREVIATION	AMOUNT	FORMULA
2023 Net Digest	PYD	44,889,824	
Net Value Added-Reassessment of Existing Real Property	RVA	(29,080)	
Other Net Changes to Taxable Digest	NAG	143,823	
2024 Net Digest	CYD	45,004,567	(PYD+RVA+NAG)
2023 Millage Rate	PYM	16.481	PYM
Millage Equivalent of Reassessed Value Added	ME	-0.011	(RVA/CYD) * PYM
Rollback Millage Rate for 2024	RR - ROLLBACK RATE	16.492	PYM - ME

CALCULATION OF PERCENTAGE INCREASE IN PROPERTY TAXES

If the 2024 Proposed Millage Rate for this Taxing Jurisdiction exceeds Rollback Millage Rate computed above, this section will automatically calculate the amount of increase in property taxes that is part of the notice required in O.C.G.A. § 48-5-32.1(c) (2)	Rollback Millage Rate	16.492
	2024 Millage Rate	16.492
	Percentage Tax Increase	0.00%

CERTIFICATIONS

I hereby certify that the amount indicated above is an accurate accounting of the total net assessed value added by the reassessment of existing real property for the tax year for which this rollback millage rate is being computed.

 Chairman, Board of Tax Assessors Date

I hereby certify that the values shown above are an accurate representation of the digest values and exemption amounts for the applicable tax years.

 Tax Collector or Tax Commissioner Date

I hereby certify that the above is a true and correct computation of the rollback millage rate in accordance with O.C.G.A. § 48-5-32.1 for the taxing jurisdiction for tax year 2024 and that the final millage rate set by the authority of this taxing jurisdiction for tax year 2024 is _____

CHECK THE APPROPRIATE PARAGRAPH BELOW THAT APPLIES TO THIS TAXING JURISDICTION

If the final millage rate set by the authority of the taxing jurisdiction for tax year 2024 exceeds the rollback rate, I certify that the required advertisements, notices, and public hearings have been conducted in accordance with O.C.G.A. §§ 48-5-32 and 48-5-32.1 as evidenced by the attached copies of the published "five year history and current digest" advertisement and the "Notice of Intent to Increase Taxes" showing the times and places when and where the required public hearings were held, and a copy of the press release provided to the local media.

If the final millage rate set by the authority of the taxing jurisdiction for tax year 2024 does not exceed the rollback rate, I certify that the required "five year history and current digest" advertisement has been published in accordance with O.C.G.A. § 48-5-32 as evidenced by the attached copy of such advertised report.

 Responsible Party Title Date

PT-32.1 - Computation of MILLAGE RATE ROLLBACK AND PERCENTAGE INCREASE IN PROPERTY TAXES - 2024

COUNTY: **002-DEKALB** TAXING JURISDICTION: **PINE LAKE**

ENTER VALUES AND MILLAGE RATES FOR THE APPLICABLE TAX YEARS IN YELLOW HIGHLIGHTED BOXES BELOW

DESCRIPTION	2023 DIGEST	REASSESSMENT OF EXISTING REAL PROP	OTHER CHANGES TO TAXABLE DIGEST	2024 DIGEST
REAL	44,953,050	(29,080)	235,160	45,159,130
PERSONAL	864,929		(38,161)	826,768
MOTOR VEHICLES	89,640		(6,020)	83,620
MOBILE HOMES	0		0	0
TIMBER -100%	0		0	0
HEAVY DUTY EQUIP	0		0	0
GROSS DIGEST	45,907,619	(29,080)	190,979	46,069,518
EXEMPTIONS	1,017,795	0	47,156	1,064,951
NET DIGEST	44,889,824	(29,080)	143,823	45,004,567
	(PYD)	(RVA)	(NAG)	(CYD)
2023 MILLAGE RATE:	16.481		2024 MILLAGE RATE:	17.729

CALCULATION OF ROLLBACK RATE

DESCRIPTION	ABBREVIATION	AMOUNT	FORMULA
2023 Net Digest	PYD	44,889,824	
Net Value Added-Reassessment of Existing Real Property	RVA	(29,080)	
Other Net Changes to Taxable Digest	NAG	143,823	
2024 Net Digest	CYD	45,004,567	(PYD+RVA+NAG)
2023 Millage Rate	PYM	16.481	PYM
Millage Equivalent of Reassessed Value Added	ME	-0.011	(RVA/CYD) * PYM
Rollback Millage Rate for 2024	RR - ROLLBACK RATE	16.492	PYM - ME

CALCULATION OF PERCENTAGE INCREASE IN PROPERTY TAXES

If the 2024 Proposed Millage Rate for this Taxing Jurisdiction exceeds Rollback Millage Rate computed above, this section will automatically calculate the amount of increase in property taxes that is part of the notice required in O.C.G.A. § 48-5-32.1(c) (2)	Rollback Millage Rate	16.492
	2024 Millage Rate	17.729
	Percentage Tax Increase	7.50%

CERTIFICATIONS

I hereby certify that the amount indicated above is an accurate accounting of the total net assessed value added by the reassessment of existing real property for the tax year for which this rollback millage rate is being computed.

 Chairman, Board of Tax Assessors Date

I hereby certify that the values shown above are an accurate representation of the digest values and exemption amounts for the applicable tax years.

 Tax Collector or Tax Commissioner Date

I hereby certify that the above is a true and correct computation of the rollback millage rate in accordance with O.C.G.A. § 48-5-32.1 for the taxing jurisdiction for tax year 2024 and that the final millage rate set by the authority of this taxing jurisdiction for tax year 2024 is _____

CHECK THE APPROPRIATE PARAGRAPH BELOW THAT APPLIES TO THIS TAXING JURISDICTION

If the final millage rate set by the authority of the taxing jurisdiction for tax year 2024 exceeds the rollback rate, I certify that the required advertisements, notices, and public hearings have been conducted in accordance with O.C.G.A. §§ 48-5-32 and 48-5-32.1 as evidenced by the attached copies of the published "five year history and current digest" advertisement and the "Notice of Intent to Increase Taxes" showing the times and places when and where the required public hearings were held, and a copy of the press release provided to the local media.

If the final millage rate set by the authority of the taxing jurisdiction for tax year 2024 does not exceed the rollback rate, I certify that the required "five year history and current digest" advertisement has been published in accordance with O.C.G.A. § 48-5-32 as evidenced by the attached copy of such advertised report.

 Responsible Party Title Date

Timeline for the Proposed Millage Rate Adoption 2024 – 3 Hearings
(If a tentative millage rate is set at a value higher than the rollback rate)

Tuesday:
May 28th

Tentative Adoption of Millage Rate

Thursday:
May 30th

Submit ads to Champion for publication June 6th edition:

- 1) Notice of Property Tax Increase – Includes one public hearing date w/2 hearing times
Tuesday, June 18th, 2024 at 11:00am and 6:00pm and one public hearing date Tuesday, June 25th, 2024 at 7:00pm
- 2) 5-year History – Must run 7 days prior to adoption of final millage rate
(Notice of Property Tax Increase and 5-year History can run as one ad)
- 3) Press Release – Issued the Media – Notice of Property Tax Increase

Thursday:
June 6th

Ads run in the Champion

- 1) Notice of Property Tax Increase – Includes one public hearing date w/2 hearing times
Tuesday, June 18th, 2023 at 11:00am and 6:00pm and one public hearing date Tuesday, June 25th, 2024 at 7:00pm
- 2) 5-year history
- 3) Media has press release

Thursday:
June 6th

- 1) Notice of Property Tax Increase w/Notice of 1st and 2nd Public Hearings – Publish on Website
- 2) 5-Year History – Publish on Website

Tuesday:
June 18th

1st and 2nd Public Hearings Held @ 11:00am and 6:00pm
(TWO OF THE THREE HEARINGS MUST BE HELD AT LEAST FIVE DAYS APART)

Tuesday:
June 25th

3rd Public Hearing Held @ 7pm

Tuesday:
June 25th

Adoption of Millage Rate – Regular Council Meeting following Public Hearing
(Alternative to June 25th adoption date is for Council to hold a special meeting between June 26th and June 28th. Please note that the **deadline for municipal adoption of the rate is July 1**)

Timeline for the Proposed Millage Rate Adoption 2024 – 1 Hearing
(If tentative millage rate is adopted at roll back rate or lower)

Tuesday:

May 28th

Council to adopt tentative millage rate

Thursday:

May 30th

Submit ads to Champion for publication June 6th edition:

- 1) Notice of Property Tax Increase – Includes one public hearing date w/1 hearing time
**One public hearing date Tuesday,
June 18th, 2023 at 7:00pm**
- 2) 5-year history – **Must run at least 7 days prior to adoption of final millage rate**
(Notice of Property Tax Increase and 5-year History can run as one ad)
- 3) Press Release – Issued to the Media – Notice of Property Tax Increase

Thursday:

June 6th

Ads run in the Champion

- 1) Notice of Property Tax Increase – Includes one public hearing date w/1 hearing time
**one public hearing date Tuesday,
June 18th, 2023 at 7:00pm**
- 2) Media has press release

Thursday:

June 6th

- 1) Notice of Property Tax Increase w/Notice of Public Hearing – Publish on Website
- 2) 5-year history – Must run 7 days prior to adoption of final millage rate – Publish on Website

Tuesday:

June 18th

Public Hearing Held @ 7pm

Tuesday:

June 25th

Adoption of Millage Rate – Regular Council Meeting following Public Hearing



Memo

To: Mayor and City Council
From: ChaQuias Thornton, City Manager
Date: May 24, 2024
Re: Labor Staffing – Temporary Labor

New Business Item – 05/28/2024 Regular Meeting of Mayor and Council

The attached agreement for staffing services is relative to request for temporary labor as provided to my office by Special Projects Manager Bernard Kendrick. The proposal for temporary labor was presented as a solution for the completion of specific and/or time sensitive assignments related to public works activities. Upon review of the proposal and the associated agreement, it is the recommendation of the Administration that Council will consider the agreement for approval. The cost for the agreement will be expensed within the contracted services line item already funded by FY2024 budget appropriations.

As background to the item, the following proposal was presented to my office on May 17, 2024 by SPM Kendrick:

“Continuing to build on meeting expectations for the Pine Lake Beach season opening on June 1, 2024, I offer the following analysis. Please see attached quotes and maps associated with the Lakeshore Drive, municipal buildings, and Beach House area.

TEMPORARY STAFFING PROPOSAL

The opening of Beach Season is within two (2) weeks and several projects require additional labor to accomplish. Those projects are as follows:

Pine Lake Beach Renourishment
Playground Area Mulching
Lakeshore Drive parking area restriping
Finalize leaf, limb, and debris collection
Public Works Building cleanup
Beautification of City Hall, Clubhouse, and City Courthouse

I am requesting the addition of two (2) temporary laborers for a period of one (1) week to aid in the preparation of the above activities. I believe that the addition of these

temporary laborers will have a measurable impact on operations and expectations for the City of Pine Lake.

I recommend contracting with Labor Staffing for the services of two (2) temporary laborers for a period of one (1) week...”

Although the proposal for temporary laborers from **Georgia Works** is \$412.00 less, Georgia Works cannot meet the delivery of manpower for the requested time frame.

The total cost for temporary laborers from Labor Staffing will be **\$1,692.00**. The staff is readily available, and the recommended vendor can meet our schedule.

Options presented were:

	Proposal	Vendor	UNIT COST	Number of Staff		Number of Hours	TOTAL COSTS
	TEMPORARY STAFFING						
		Spherion Staffing	\$ 35.00	2		80	\$ 2,800.00
		Labor Staffing	\$ 21.15	2		80	\$ 1,692.00
		Georgia Works	\$ 16.00	2		80	\$ 1,280.00

Mr. Kendrick advised the following based on the scheduling availability of staffing options:

“Although the proposal for temporary laborers from **Georgia Works** is \$412.00 less, Georgia Works cannot meet the delivery of manpower for the requested time frame.

The total cost for temporary laborers from Labor Staffing will be **\$1,692.00**. The staff is readily available, and the recommended vendor can meet our schedule.”

CMThornton

Labor Staffing, Inc Agreement

Labor Staffing, Inc., with its principal office located at 3814 N. Druid Hills Rd., Decatur, GA 30033 (“LABOR STAFFING INC”), and _____ CITY OF PINE LAKE, GA _____ with its principal office located at, _____ 425 ALLGOOD RD, STONE MOUNTAIN, GA 30083 _____ (hereinafter referred to as “CLIENT”) agree to the terms and conditions set forth in this Staffing Agreement (the “Agreement”).

LABOR STAFFING INC’s Duties and Responsibilities

1. LABOR STAFFING INC will
 - a. Recruit, screen, interview, e-verify, complete a drug screen, a criminal background check and assign its employees (“Assigned Employees”) to perform the type of work described on **Exhibit A** under CLIENT’s supervision at the locations specified on **Exhibit A**;
 - b. Pay Assigned Employees’ wages and provide them with the benefits that LABOR STAFFING INC offers to them;
 - c. Pay, withhold, and transmit payroll taxes; provide unemployment insurance and workers’ compensation benefits; and handle unemployment and workers’ compensation claims involving Assigned Employees;

CLIENT’s Duties and Responsibilities

2. CLIENT will
 - a. Properly supervise Assigned Employee(s) performing its work and be responsible for its business operations, products, services, and intellectual property;
 - b. Properly supervise, control, and safeguard its premises, processes, or systems, and not permit Assigned Employees to operate any vehicle or mobile equipment, or entrust them with unattended premises, cash, checks, keys, credit cards, merchandise, confidential or trade secret information, negotiable instruments, or other valuables without LABOR STAFFING INC’s express prior written approval or as strictly required by the job description provided to LABOR STAFFING INC;
 - c. Provide Assigned Employees with a safe work site and provide appropriate information, training, and safety equipment with respect to any hazardous substances or conditions to which they may be exposed at the work site;
 - d. Not change Assigned Employees’ job duties without LABOR STAFFING INC’s express prior written approval;
 - e. Exclude Assigned Employees from CLIENT’s benefit plans, policies, and practices, and not make any offer or promise relating to Assigned Employees’ compensation or benefits.

Payment Terms, Bill Rates, and Fees

3. CLIENT will pay LABOR STAFFING INC for its performance at the rates set forth on Exhibit A and will also pay any additional costs or fees set forth in this Agreement. LABOR STAFFING INC will invoice CLIENT for services provided under this Agreement on a weekly basis. Payment is due **15** days upon receipt of invoice. Invoices will be supported by the pertinent time sheets or other agreed system for documenting time worked by the Assigned Employees. CLIENT's signature or other agreed method of approval of the work time submitted for Assigned Employees certifies that the documented hours are correct and authorizes LABOR STAFFING INC to bill CLIENT for those hours and that the hours recorded have been certified to be correct by CLIENT. If a portion of any invoice is disputed, CLIENT will pay the undisputed portion. If any Assigned Employee placed to work disputes the time worked, the client will be required to pay the Invoice for the hours paid for undocumented, disputed or improperly calculated time.
4. Assigned Employees are presumed to be non exempt from laws requiring premium pay for overtime, holiday work, or weekend work. LABOR STAFFING INC will charge CLIENT special rates for premium work time only when an Assigned Employee's work on assignment to CLIENT, viewed by it, would legally require premium pay and CLIENT has authorized, directed, or allowed the Assigned Employee to work such premium work time. CLIENT's special billing rate for premium hours will be the same multiple of the regular billing rate as LABOR STAFFING INC is required to apply to the Assigned Employee's regular pay rate. (For example, when federal law requires 150% of pay for work exceeding 40 hours in a week, CLIENT will be billed at 150% of the regular bill rate.)
5. If CLIENT uses the services of any Assigned Employee as its direct employee, as an independent contractor, or through any person or INC other than LABOR STAFFING INC during or within three months any assignment of the Assigned Employee to CLIENT from LABOR STAFFING INC, CLIENT must notify LABOR STAFFING INC and continue the Assigned Employee's assignment from LABOR STAFFING INC for his or her next 480 billable hours of consecutive work-hours for CLIENT. CLIENT may hire the employees directly with no penalty or fees after the initial 1000 billable hours of consecutive work.
6. In addition to the bill rates specified in Exhibit A of this Agreement, CLIENT will pay LABOR STAFFING INC the amount of all new or increased labor costs associated with CLIENT's Assigned Employees that LABOR STAFFING INC is legally required to pay—such as wages, benefits, payroll taxes, social program contributions, or charges linked to benefit levels—until the parties agree on new bill rates.

Confidential Information

7. Both parties may receive information that is proprietary or confidential to the other party or its affiliated companies and their clients. Both parties agree to hold such information in strict confidence and not to disclose such information to third parties or to use such information for any purpose whatsoever other than performing under this Agreement or as required by law. No knowledge, possession, or use of CLIENT's confidential information will be imputed to LABOR STAFFING INC as a result of Assigned Employees' access to such information.

Cooperation

8. The parties agree to cooperate fully and to provide assistance to the other party in the investigation and resolution of any complaints, claims, actions, or proceedings that may be brought by or that may involve Assigned Employees.

Indemnification and Limitation of Liability

9. To the extent permitted by law, LABOR STAFFING INC will defend, indemnify, and hold CLIENT and its parent, subsidiaries, directors, officers, agents, representatives, and employees harmless from all claims, losses, and liabilities (including reasonable attorneys' fees) to the extent caused by LABOR STAFFING INC's breach of this Agreement; its failure to discharge its duties and responsibilities set forth in paragraph 1; or the negligence, gross negligence, or willful misconduct of LABOR STAFFING INC or LABOR STAFFING INC's officers, employees, or authorized agents in the discharge of those duties and responsibilities.
10. To the extent permitted by law, CLIENT will defend, indemnify, and hold LABOR STAFFING INC and its parent, subsidiaries, directors, officers, agents, representatives, and employees harmless from all claims, losses, and liabilities (including reasonable attorneys' fees) to the extent caused by CLIENT's breach of this Agreement; its failure to discharge its duties and responsibilities set forth in paragraph 2; or the negligence, gross negligence, or willful misconduct of CLIENT or CLIENT's officers, employees, or authorized agents in the discharge of those duties and responsibilities. LABOR STAFFING INC cannot promise end results that depend upon supervision by CLIENT management and supervision of Assigned Employees.
11. Neither party shall be liable for or be required to indemnify the other party for any incidental, consequential, exemplary, special, punitive, or lost profit damages that arise in connection with this Agreement, regardless of the form of action (whether in contract, tort, negligence, strict liability, or otherwise) and regardless of how characterized, even if such party has been advised of the possibility of such damages. OSHA form 300 compliance must be maintained by the CLIENT for injuries sustained by Assigned Employees supervised by CLIENT.
12. As a condition precedent to indemnification, the party seeking indemnification will inform the other party within 5 business days after it receives notice of any claim, loss, liability, or demand for which it seeks indemnification from the other party; and the party seeking indemnification will cooperate in the investigation and defense of any such matter.
13. The provisions in paragraphs 9 through 13 of this Agreement constitutes the complete agreement between the parties with respect to indemnification, and each party waives its right to assert any common-law indemnification or contribution claim against the other party.

Miscellaneous

14. Provisions of this Agreement, which by their terms extend beyond the termination or nonrenewal of this Agreement will remain effective after termination or nonrenewal.
15. No provision of this Agreement may be amended or waived unless agreed to in writing signed by the parties.
16. Each provision of this Agreement will be considered severable, such that if any one provision or clause conflicts with existing or future applicable law or may not be given full effect because of such law, no other provision that can operate without the conflicting provision or clause will be affected.
17. This Agreement and the exhibits attached to it contains the entire understanding between the parties and supersede all prior agreements and understandings relating to the subject matter of the Agreement.
18. The provisions of this Agreement will inure to the benefit of and be binding on the parties and their respective representatives, successors, and assigns.
19. The failure of a party to enforce the provisions of this Agreement will not be a waiver of any provision or the right of such party thereafter to enforce each and every provision of this Agreement.
20. CLIENT will not transfer or assign this Agreement or Assigned Employees without LABOR STAFFING INC's written consent.
21. Any notice or other communication will be deemed to be properly given only when sent via the United States Postal Service or a nationally recognized courier, addressed as shown on the first page of this Agreement. E-mail communication is acceptable only when authorized users have been contacted.
22. Neither party will be responsible for failure or delay in performance of this Agreement if the failure or delay is due to labor disputes, strikes, fire, riot, war, terrorism, acts of God, or any other causes beyond the control of the nonperforming party.

CLIENT-Recruited Employees

24. Assigned Employees are also CLIENT-Recruited Employees when, by prior arrangement with LABOR STAFFING INC, CLIENT recruits or otherwise identifies personnel whose services it needs and refers them to LABOR STAFFING INC, there to be employed and assigned back to CLIENT. The terms of this Agreement will not be modified with respect to CLIENT-Recruited Employees.

Minimum Hours per Day

25. If CLIENT limits an Assigned Employee's work day to fewer than 4 hours, LABOR STAFFING INC may deem that day to include 4 hours of time worked and may bill CLIENT 4 hours if LABOR STAFFING INC pays the Assigned Employee for the mentioned hours.

Late Payment Penalty

26. CLIENT agrees to pay net upon receipt of invoice and to pay interest on any unpaid balances after 30 days from the date of Invoice at a compounded rate of .0445 % per day (Annual Percentage Rate of 16.25%) or the maximum legal rate, whichever is higher, calculated from the date of Invoice.

27. No Staff Hire-Away Fee

CLIENT and LABOR STAFFING INC agree not to directly or indirectly employ or engage any staff employee of the other party as an independent contractor during the term of this Agreement and for a period of three months thereafter, without the prior written consent of the other party. Any party violating this provision will be required to pay the other party a fee equal to 10% of the employee's annualized compensation with the new employer. No fees or penalties will be incurred once an assigned individual reaches **480** hours. In the event the client chooses to hire the employee before completing the agreed-upon hours, a fee of \$2.50 per remaining hour will be applicable. For instance, on a 1000-hour agreement where the employee has worked 650 hours, the hire-away fee would be calculated as follows: $\$2.50 \times 350 = \875.00 .

Nature of Relationship

28. The services that LABOR STAFFING INC will render to CLIENT under this Agreement will be as an independent contractor. Nothing contained in this Agreement will be construed to create the relationship of principal and agent, or employer and employee, between LABOR STAFFING INC and CLIENT.

Arbitration

29. Any controversy or dispute between the parties arising out of this Agreement will be resolved by arbitration under the Federal Arbitration Act and before the American Arbitration Association (AAA) at the AAA location mutually agreed upon. The costs of arbitration will be shared equally by the parties. The arbitrator will have no authority to change any of the terms of this Agreement. All decisions of the arbitrator will be final and binding upon the parties. The prevailing party will be awarded reasonable attorney's fees incurred in the arbitration in addition to any other relief awarded. Judgment upon any award rendered by the arbitrator may be entered in any court of competent jurisdiction.

Contract Interpretation

30. The rule of construction that ambiguities in an agreement are to be construed against the drafter will not be invoked or applied in any dispute regarding the meaning of any provision of this Agreement.

Choice of Law

31. This agreement will be governed by and construed in accordance with the laws of the state of Georgia, without reference to any conflicts of law principles thereof.

Assignment of Agreement

32. CLIENT nor Labor staffing shall not transfer or assign this Agreement without the written consent of BOTH PARTIES and any attempted assignment without such consent shall immediately terminate this Agreement.

Term of Agreement

33. This Agreement will be for a term that ends 12.31.2024. The Agreement may be terminated by either party upon 7 days written notice to the other party, except that, if a party becomes bankrupt or insolvent, discontinues operations, or fails to make any payments as required by the Agreement, either party may terminate the agreement upon 24 hours written notice. The Agreement is allowed to renew subject to OCGA 36-60-13

Authorized representatives of the parties have executed this Agreement below to express the parties' agreement to its terms.

CITY OF PINE LAKE, GA _____

Client

LABOR STAFFING INC _____

Company Name

Signature

Marixa Thomas _____

Signature

BRANDY HALL _____

Printed Name

Marixa Thomas _____

Printed Name

Date

5.22.2024 _____

Date

**Exhibit A
Rate Schedule**

Position	Pay Rate	Bill Rate
General labor	\$15.00	\$21.15

*after initial trial period CLIENT, may elect to increase the pay-rate for an individual. Any increase or decrease in pay rate will affect Invoicing according to Mark-up (**41** %). This increase must be requested in writing at least 10 days before new pay-rate is to be in effect.

CITY OF PINE LAKE, GA

 Client

LABOR STAFFING INC

 Company Name

 Signature

Marixa Thomas

 Signature

BRANDY HALL

 Printed Name

Marixa Thomas

 Printed Name

 Date

5.22.2024

 Date

RESOLUTION
R-11-2024

WHEREAS, a quorum of the City Council of the City of Pine Lake, Georgia, entered into executive session on April 30th, 2024 as allowed by O.C.G.A. §50-14-4 for the purpose of discussing personnel and,

WHEREAS, at the close of discussion of each subject, the City Council of the City of Pine Lake, Georgia, did vote to close the executive session and begin open session; and,

WHEREAS, the members present were: Mayor Hall; Mayor pro tem Bordeaux; and, Council members Goldberg, Ramsey, Torrent, and Woods.

WHEREAS, the members voting for closure were: Mayor pro tem Bordeaux; and, Council members Goldberg, Ramsey, Torrent, and Woods.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved, by the City Council of the City of Pine Lake, Georgia, that:

- 1) Each member of the City Council of the City of Pine Lake, Georgia present for the meeting does hereby confirm that to the best of her knowledge, the said subject matter of the executive sessions were devoted to matters within the relevant exception as set forth above; and,
- 2) That the actions taken in executive session and discussion of the same are hereby ratified; and,
- 3) That the City Council of the City of Pine Lake, Georgia does hereby authorize and direct the Mayor to execute an affidavit in order to comply with O.C.G.A. §50-14-4(b); and,
- 4) That the affidavit be included and filed with the official minutes of the meetings and shall be in a form which substantially complies with the requirements of the statute.

This 28th day of May 2024.

Brandy Hall, Mayor

ATTEST:

ChaQuias M. Thornton, Manager/Acting City Clerk

RESOLUTION
R-12-2024

WHEREAS, a quorum of the City Council of the City of Pine Lake, Georgia, entered into executive session on May 14th, 2024 as allowed by O.C.G.A. §50-14-4 for the purpose of discussing or voting on authorizing negotiations to purchase, dispose of, or lease property; and,

WHEREAS, at the close of discussion of each subject, the City Council of the City of Pine Lake, Georgia, did vote to close the executive session and begin open session; and,

WHEREAS, the members present were: Mayor Hall; Mayor pro tem Bordeaux; and, Council members Goldberg, Ramsey, Torrent, and Woods.

WHEREAS, the members voting for closure were: Mayor pro tem Bordeaux; and, Council members Goldberg, Ramsey, Torrent, and Woods.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved, by the City Council of the City of Pine Lake, Georgia, that:

- 1) Each member of the City Council of the City of Pine Lake, Georgia present for the meeting does hereby confirm that to the best of her knowledge, the said subject matter of the executive sessions were devoted to matters within the relevant exception as set forth above; and,
- 2) That the actions taken in executive session and discussion of the same are hereby ratified; and,
- 3) That the City Council of the City of Pine Lake, Georgia does hereby authorize and direct the Mayor to execute an affidavit in order to comply with O.C.G.A. §50-14-4(b); and,
- 4) That the affidavit be included and filed with the official minutes of the meetings and shall be in a form which substantially complies with the requirements of the statute.

This 28th day of May, 2024.

Brandy Hall, Mayor

ATTEST:

ChaQuias M. Thornton, Manager/Acting City Clerk

RESOLUTION R-13-2024

WHEREAS the Board of Directors of the Georgia Municipal Association has established a Certified City of Ethics program; and,

WHEREAS the City of Pine Lake Georgia, wishes to be re-certified as a Certified City of Ethics under the GMA Program; and,

WHEREAS part of the certification process requires the Mayor and Council to subscribe to the ethics principles approved by the GMA Board;

NOW THEREFORE BE IT RESOLVED by the governing authority of the City of Pine Lake, Georgia, that as a group and as individuals, the governing authority subscribes to the following ethics principles and pledges to conduct its affairs accordingly:

- * Serve Others, Not Ourselves
- * Use Resources With Efficiency and Economy
- * Treat All People Fairly
- * Use The Power of Our Position For The Well Being Of Our Constituents
- * Create An Environment Of Honesty, Openness And Integrity

RESOLVED this _____ day of _____, 20__.

Mayor Brandy Hall

Councilmember Jean Bordeaux

Councilmember Jeff Goldberg

Councilmember Tom Ramsey

Councilmember Thomas Torrent

Councilmember Augusta Woods

ATTEST:

City Manager ChaQuias Miller-Thornton
Acting City Clerk