

**CITY OF PINE LAKE  
WORK SESSION MINUTES  
May 14<sup>th</sup>, 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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**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 28<sup>th</sup> (*preliminary draft presented to Council and published online*), June 5<sup>th</sup> (*town hall*), June 11<sup>th</sup> (*presentation of official draft, with public comment section as standard for Work Sessions*), June 25<sup>th</sup> (*public hearing and official first read*), and July 9<sup>th</sup> (*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 14<sup>th</sup>, 2024. 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 Police/Public Safety report dated May 14<sup>th</sup>, 2024. 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 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 21<sup>st</sup>, 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 21<sup>st</sup>, 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 29<sup>th</sup>, 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.

S/ Ned Dagenhard

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Ned Dagenhard  
Assistant City Clerk

S/ ChaQuias M Thornton

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ChaQuias Miller-Thornton  
Acting City Clerk