

CITY OF PINE LAKE, GEORGIA

REGULAR MEETING AGENDA

MARCH 31, 2026 @ 6:00PM

COURTHOUSE AND COUNCIL CHAMBERS
459 PINE DRIVE, PINE LAKE, GA 30072

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

ADOPTION OF THE MINUTES

- February 24, 2026 – Regular Meeting
- March 10, 2026 – Work Session

PUBLIC COMMENT – 3 minutes each please

NEW BUSINESS

1. Resolution R-2026-12, House Bill (HB) 1116 Property Tax Limitation
2. Resolution R-2026-13, Appointment of PLAIN Liaison
3. Resolution R-2026-15, Authorizing Purchase of (1) Police Patrol Vehicle (SPLOST)
4. Resolution R-2026-16, Amending Classification and Pay Plan to Include Public Safety Position of "Sergeant"
5. Resolution R-2026-17, Rejection of Beach House Renovation Bid
6. Resolution R-2026-18, Beach House Electrical and Plumbing Improvements
7. Resolution R-2026-19, Call for Municipal Special Election – May 19, 2026

PUBLIC COMMENT – 3 minutes each please

REPORTS AND OTHER BUSINESS

- Mayor pro tempore
- City Council

EXECUTIVE SESSION

ADJOURNMENT

COUNCIL MEMBERS

Jeff Goldberg – Mayor pro tem
Deborah Hull Stephanie
Kohler
Jane Lowers
Thomas Torrent

CITY OF PINE LAKE

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**CITY OF PINE LAKE
REGULAR MEETING
MINUTES
February 24, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

Call to Order: Mayor Hall called the Regular Meeting to order at 6:00PM.

Present: Mayor Brandy Hall, Mayor pro tempore Jeff Goldberg, and Council Members Deborah Hull, Stephanie Kohler, Jane Lowers, and Thomas Torrent. Also present were City Attorney Chris Balch, Chief of Police Sarai Y’Hudah-Green, Public Works Director Bernard Kendrick, and City Clerk Ned Dagenhard. City Manager Stanley Hawthorne and Finance Associate Stephen Mayer were not in attendance.

Announcements/Communications

Mayor Hall expressed to the public—reflecting on recent “lively” meetings—a reminder regarding meeting decorum.

The Mayor also announced she had attended a District 4 (DeKalb) round table with Commissioner Chakira Johnson, which focused on coagulating various municipal events that may overlap (using as an example, recent Dr. Martin Luther King, Jr. Day events occurring simultaneously throughout the County. Ms. Hall added that she, City Manager Hawthorne, and Finance Director Mayer were working with the office of State Senator Kim Jackson, as well as Mayor Burkes of Clarkston, to discuss potential impact of House Bill (HB) 1116.

Mayor pro tem Goldberg announced had met with Urban Forestry Specialist David Long to continue the auditing of the City’s Tree Conservation Ordinance. Mr. Goldberg added that the City’s *Tree City USA* application had been approved at the State level, and would move on to national—and final—approval.

Council Member Hull announced that she, as well as Council Members Kohler and Lowers, would be attending the “newly elected officials training” in Athens for the remainder of the week.

Swearing-in Ceremony

Officers Robert Lightford and Damien Rogers were sworn-in by Chief Sarai Y’Hudah-Green as the City of Pine Lake’s (2) new reserve officers.

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Adoption of the Agenda of the Day

Mayor pro Tem Goldberg motioned to adopt the agenda; Council Member Torrent seconded.

Mayor Hall amended the agenda to include the nomination and appointment of the City's 2026 Comprehensive Plan Steering Committee.

Mayor Hall called for a vote on the agenda, as amended.

All members voted in favor, and the motion carried.

Adoption of the Minutes

- January 27, 2026 – Regular Meeting
- January 29, 2026 – Staff/Council Orientation
- February 10, 2026 – Public Hearing & Work Session
- February 16, 2026 – Spring Planning Retreat

Council Member Hull moved to adopt the minutes; Council Member Kohler seconded.

Council Member Hull asked to amend the roster of the January 29, 2026 meeting, reminded the Clerk of her absence.

Council Member Lowers asked to amend verbiage used to describe an exchange between Mayor Hall and Council Member Torrent during the January 27, 2026 meeting.

Mayor Hall called for a vote on the Minutes, as amended.

All members voted in favor, and the motion carried.

**CITY OF PINE LAKE
REGULAR MEETING
MINUTES
February 24, 2026 at 6:00PM
Courthouse & Council Chambers
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Old Business

1. Nomination and Appointment of Members to the 2026 Comprehensive Plan Steering Committee

Mayor pro tem Goldberg moved to approve the appointments; Council Member Torrent seconded.

Mayor Hall nominated the following members to the committee: Ned Dagenhard, Bernard Kendrick, Wendy Keith-Ott, Stephanie Kohler, Jane Lowers, Kate Nevins, Berhanu Takiso, and Sarai Y'Hudah-Green.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

DRAFT

**CITY OF PINE LAKE
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New Business

1. Resolution R-2026-11, Women’s History Month Recognition and City’s Co-sponsorship of Women’s History Series: “*Our History is Now – Voices Carry,*” Featured at the Beach House March 2026

Council Member Lowers moved to adopt Resolution R-2026-11; Council Member Hull seconded.

Mayor Hall invited Melanie Hammet to the podium to speak to the efforts of the *Our History is Now* series planning board. Ms. Hammet expressed her appreciation for the support of local stakeholders, including DeKalb CEO Loraine Cochran-Johnson, State Senator Kim Jackson, Commissioner Chakira Johnson, and Pine Lake’s Mayor Brandy Hall. Ms. Hammet added that while the sponsorship by the City—which included free use of the Beach House and Clubhouse facilities—was in-kind and not fiscal, she did not “want to take that sponsorship for granted.”

Council Member Kohler inquired about parking and traffic management, to which Ms. Hammet deferred to her coordination with the Pine Lake Department of Public Safety, which—per a gesture from the Chief of Police—was active and ongoing. A brief exchange took place wherein staff and members of City Council discussed the nature of the Clubhouse address.

Mayor Hall called for a vote.

All members voted in favor, and the motioned carried.

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Reports and Other Business

Mayor

Mayor Hall yielded time to Public Works Director Kendrick, to field questions from the Governing Authority on the replanting proposal for the dam and western side of Lakeshore Drive.

Director Kendrick spoke to the extent of the planting proposal, which would take place in phases to account for varying growth patterns of plants. Mr. Kendrick added that this would be formally proposed in the form of a task order with AECOM, the City's engineer-of-record.

Mr. Kendrick provided responses to City Council questions, clarifying the Small Cities Capital Outlay Fund as the funding source of the proposal, should it be approved.

Multiple Members of City Council urged community involvement in the process of selecting plants, as well as the finalization of the dam inspection report prior to additional work approval.

Additional comments included concern over potentially exposed DeKalb County-managed sewer lines near Snapfinger Creek, and the impact of future dredging on flora. Regarding the latter comment, Mr. Kendrick advised that physical dredging of sediment would occur within the body of the lake, rather than along the shoreline.

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City Council

Mayor pro tem Goldberg announced he had met with the Executive Director of the South Fork River Conservancy, ahead of future discussion within the community regarding formation of a Pine Lake Conservancy.

Council Member Lowers announced her own efforts in developing a communication template for City Council.

Council Member Kohler spoke to her experience being on City Council, reflecting that “staff have humbled my cynicism,” and urging the public to seek the staff orientation presentation on the City’s YouTube channel.

Adjournment

Council Member Torrent motioned to adjourn the Work Session at 7:13PM.

Ned Dagenhard, City Clerk

**CITY OF PINE LAKE
WORK SESSION
MINUTES
March 10, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

Call to Order: Mayor pro tem Goldberg called the Work Session to order at 6:00PM.

Present: Mayor pro tempore Jeff Goldberg, and Council Members Deborah Hull, Stephanie Kohler, Jane Lowers, and Thomas Torrent. Also present were City Manager Stanley Hawthorne, City Attorney Chris Balch, Public Works Director Bernard Kendrick, Finance Director Stephen Mayer, and City Clerk Ned Dagenhard. Mayor Hall and Chief of Police Sarai Y'Hudah-Green were not in attendance.

Announcements/Communications

Mayor pro tem Goldberg announced that Mayor Hall was unable to attend the meeting, adding this would be his first time presiding as Chair.

Mr. Goldberg added a request that attendees refrain from personalizing subjects of discussion during the meeting, urging maintenance of decorum.

Adoption of the Agenda of the Day

Council Member Torrent motioned to adopt the agenda; Council Member Lowers seconded.

Mayor pro tem Goldberg called for a vote.

All members voted in favor, and the motion carried.

New Business

1. Commercial Property Tax Assessment, Presentation

Calvin Hicks, the Chief Assessor for DeKalb County's Board of Assessors, presented aspects of the methodology for assessing properties for tax rate application.

Mr. Hicks fielded questions from the City Council and City Attorney regarding the timeline for reassessing commercial and multifamily properties that have received repeat valuation appeals.

No action was taken by City Council.

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2. Beach House Improvements

Public Works Director Kendrick presented the resulting bid tabulation, following a request for proposals (RFP) regarding renovations and reparative work to the City's facility at 4580 Lakeshore Drive ("Beach House"). The bid packet was requested by (7) firms; (1) firm chose to respond with a proposal.

Council Member Hull noted an error in the bid packet, which listed information related to a street repaving project, suggesting this may have confused firms.

Council Member Torrent reiterated a previous consensus of City Council to proceed with a reduced scope of work—electrical and plumbing improvements—rather than extensive repairs and cosmetic improvements.

A discussion took place among City Council and staff regarding the difficulties associated soliciting bids, as well as historical context for project delays.

City Attorney Balch outlined the process by which City Council may proceed with authorizing City Administration to attempt to negotiate a reduced scope of work with the sole-responding firm.

Unanimous consensus of the City Council was observed regarding the proposed reduction in scope for the Beach House Improvements project bid, and direction given to City Administration to enter negotiations with the sole-bidder, *Collins General Construction*.

No additional action was taken by City Council.

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3. Dam Planting Proposal

Public Works Director Kendrick presented a historical timeline regarding repair to the wetlands, which directly involved other facilities such as the lake and dam.

A discussion took place, during which the Public Works Director fielded questions from the City Council regarding specifics of the timeline, such as when the bathymetric survey of the lake took place, and when the high-water mark of the lake was discerned.

Additional questions were fielded by the Public Works Director and City Attorney regarding the requirement of review by State agencies, including discussion of a memorandum of understanding (MOU) with the Georgia Soil and Water Conservation Commission, which staff affirmed was prerequisite to designation as a GSWCC local issuing authority (LIA).

A separate public comment section was held, during which members of the public shared personal perspectives regarding the merits of a strategic replanting effort along the dam, and the shoreline adjacent Lakeshore Drive.

No action was taken by City Council.

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Reports and Other Business

March 2026 Strategic Performance Report

City Manager Hawthorne presented an outline for routes the City may take to address urgent and long-term fiscal sustainability concerns. Each option presented structural changes for the City, including an increase in property tax millage, annexation, and disincorporation.

Deliberation ensued, as City Council presented various perspectives on the options as laid out by Mr. Hawthorne. While the views of individual Council Members varied from expenditure cuts to changes to the form of government and service agreements, a consensus of Council expressed a desire to fully assess department-level expenditures ahead of further discussion of structural alternatives.

Mayor pro tempore

Mayor pro tem Goldberg emphasized the need to “maintain hope,” noted the “passion” expressed by City Council, staff, and the public.

City Council

Council Member Kohler—alluding to an earlier public comment regarding “micromanagement” of staff by City Council—urged “whoever wants to ponder” to empathize with those staff professionals have pressure applied by “someone not qualified.” Ms. Kohler added their awareness that such a task—which appeared to be characterized as the relationship between City Council, staff, and the members of the public—required balance.

Adjournment

Council Member Hull motioned to adjourn the Work Session at 10:16PM.

Ned Dagenhard, City Clerk



COUNCIL AGENDA MEMORANDUM (CAM)

TO: City Council

FROM: Stanley D Hawthorne, City Manager *Stanley Hawthorne*

DATE: March 31, 2026

TITLE: House Bill 1116 Legislation

RECOMMENDATION

Approve resolution regarding House Bill 1116 and its potential impact on local government finances, credit ratings, and tax equity; and urging members of the Georgia General Assembly to amend or oppose the legislation.

BACKGROUND

I have copied recent correspondence from the Georgia Municipal Association (GMA) to explain this current legislation that will likely remain fluid for change up to the time that you will consider the referenced resolution at the March 31, 2026 City Council Regular Meeting:

“Dear Stanley,

On Tuesday, March 17, the Senate Finance Committee heard a substantially revised version of House Bill 1116 (LC 59 0434S). This proposal represents a significant shift in how local sales taxes and property taxes would interact across Georgia, and it is likely to be heard again today at 3:00 p.m. in committee.

GMA wants to make sure that city officials are well-informed as this legislation progresses and encourages city officials to contact their senators to share their city's concerns.

What the Latest Version of HB 1116 Would Do

- Convert all existing LOSTs to a new L-HOST beginning in 2028.
- Require local governments to use those proceeds to first eliminate homestead property taxes, with any remaining funds applied to reduce non-homestead taxes.
- Apply the HB 581 floating homestead exemption to all local governments statewide, removing the ability to opt out, while making all jurisdictions eligible for a FLOST upon intergovernmental agreement and voter approval.

- Impose a cap on total ad valorem revenue growth at the lesser of 3% or inflation, with limited exceptions

GMA Testimony Before Senate Finance

GMA's Deputy Executive Director Jim Thornton addressed the committee to share concerns and offer constructive alternatives. While acknowledging the goal of providing meaningful homestead tax relief, his testimony focused on ensuring that any approach avoids unintended consequences for cities and their residents. The key points Jim made were:

- **Avoiding Disruption to Local Services**
Cities rely on stable and predictable revenue to fund essential services such as public safety, infrastructure, and public works. Significant structural changes should not undermine that stability.
- **Impact on Non-Homestead Property Owners**
The proposed conversion from LOST to L-HOST would result in a substantial tax increase on non-homestead property, including businesses and rental housing. The bill itself recognizes this impact by suspending rollback rate calculations in 2028 due to the anticipated increase.
- **Legal and Structural Concerns**
Current law does not provide a clear mechanism to treat homestead and non-homestead property differently through millage rates due to uniformity requirements. The bill does not address this limitation.
- **Revenue Cap Issues**
While the proposal includes exceptions for economic growth and emergencies, GMA recommended additional flexibility for:
 - Court-ordered obligations
 - Economic downturns where sales tax revenue declines
 - Bond obligations tied to millage rate pledges
- **Millage Rate Cap Adjustments**
If the LOST-to-LHOST conversion moves forward, existing millage rate caps in some cities must be addressed to allow compliance without unintended financial consequences.

A More Workable Alternative

GMA also proposed a less disruptive path to achieving the same goal of homestead tax relief:

- Rather than mandating a conversion from LOST to L-HOST and then offering FLOST as an option, the state could allow communities eligible for FLOST to directly adopt a homestead-focused sales tax model.

This would provide relief to homeowners without triggering a significant tax increase on non-homestead property or creating unnecessary complexity.

What's Next

The [Senate Finance Committee](#) heard initial testimony and is expected to continue discussions, perhaps as early as this afternoon.

GMA remains actively engaged with legislators on this issue and continues to advocate for a property tax system that preserves the ability of cities to serve their communities effectively.

We will keep you informed as this legislation continues to move

Larry Hanson
CEO & Executive Director”

RESOURCE IMPACT

1. How the shift from ad valorem to sales tax revenue would affect your city’s budget, including the shift from ad valorem to sales tax revenue in your city’s budget?

Sales tax revenue in Georgia and DeKalb County is collected at the state level and distributed to local governments (counties and municipalities) based on intergovernmental agreements, population formulas, and specific local option referendums. Pine Lake receives a small portion of the DeKalb County Special Purpose Local Option Sales Tax (SPLOST).

DeKalb County and its cities (including Pine Lake) use an intergovernmental agreement based on population to distribute the 1% SPLOST revenue for infrastructure, roads, and public safety. For the six-year period of April 2018 through March 2024, Pine Lake’s share of approximately \$687,704 averaged to receipts of roughly \$114,600 per year.

Due to Pine Lake’s small population of roughly 750 people, if its current residential property taxation levy (approximately \$900,000 annually) was supplanted by sales tax as its primary source for governmental operations, it would require a stand-alone, supplemental sales tax rate of 8% based on current formulas and historic collections.

2. How the shift away from homestead property would affect your city’s digest.

Based on the 2025 Tax Digest for Pine Lake, the gross digest total for all property types before exemptions is \$48,564,632. The residential (85%), commercial (13%), and industrial/utilities property (2%) (proportioned) values are respectively: \$41,271,080, \$6,485,272, and \$808,280.

Given the very high percentage of 85% assigned from the residential property class for the City’s annualized \$900,000 in revenues, a disproportionate share of the City’s revenue base will be impacted by the proposed shift away from homestead property to all other forms of property, such as non-homestead residential, commercial, and industrial property. Exemptions for 2025 reduced Pine Lake’s assessed value by \$1,064,526.

ATTACHMENTS

Resolution

A RESOLUTION REGARDING HB1116 AND ITS IMPACT ON LOCAL GOVERNMENT FINANCES, CREDIT RATINGS, AND TAX EQUITY; AND URGING MEMBERS OF THE GEORGIA GENERAL ASSEMBLY TO AMEND OR OPPOSE THE LEGISLATION.

WHEREAS, Article IX, Section II of the Constitution of the State of Georgia recognizes and preserves local governments as political subdivisions of the state and grants them home rule powers to self-govern and provide essential public services and protect the health, safety, and welfare of residents; and

WHEREAS, House Bill 1116 (“HB1116”), the “Homeownership Opportunity and Market Equalization Act of 2026,” was passed by the Georgia House of Representatives on March 6, 2026, and proposes to cap annual local property tax revenue growth and restructure local option sales tax authority, including the creation of a Local Homestead Option Sales Tax (LHOST); and

WHEREAS, HB1116 would cap ad valorem property tax revenue increases regardless of community needs, and would require onerous and costly processes for revenue growth over the arbitrary cap, thereby constraining the City’s ability to protect the health, safety, and welfare of its residents; and

WHEREAS, HB1116 would revise local sales tax provisions to replace an existing homestead sales tax with a 1 percent LHOST dedicated to homestead property tax relief, and in DeKalb County the bill would eliminate the Equalized Homestead Option Sales Tax (EHOST), which currently provides relief from any county ad valorem property taxes levied uniformly throughout the county on homestead properties, including in all municipalities; and

WHEREAS, the required conversion to LHOST in DeKalb County raises serious concerns that the existing and future special purpose local option sales tax (SPLOST) could be jeopardized due to referendums that required both the EHOST and SPLOST to be approved in order for each to exist; and

WHEREAS, it is unclear how a single, one-cent LHOST in DeKalb County would be able to generate sufficient revenue to fully cover homestead property taxes for the county and all municipalities when the current, one-cent EHOST is adequate to cover only county homestead taxes; and

WHEREAS, due to Pine Lake’s small population of roughly 750 people, if its current residential property taxation levy (approximately \$900,000 annually) was supplanted by sales tax as its primary source for governmental operations, it would require a stand-alone, supplemental sales tax rate of 8% based on current formulas and historic collections; and

WHEREAS, the state-imposed caps on local revenue growth and heightened dependence on a single one-cent sales tax for homestead relief will be seen by credit rating agencies as weakening local revenue flexibility and predictability, thereby potentially placing downward pressure on local governments’ credit ratings, increasing borrowing costs for needed capital projects, and ultimately raising costs for taxpayers; and

WHEREAS, there has been no comprehensive, publicly available, independent financial analysis of HB1116’s projected impacts on local governments, particularly with respect to long-term

revenue estimates, impacts on taxpayer classes, and effects on credit ratings and debt affordability; and

WHEREAS, the residents and businesses of the City of Pine Lake expect and depend upon well-funded local services, including police, fire and emergency services, public works, parks and recreation, sanitation, and other services that protect quality of life and economic vitality; and hasty and poorly studied changes to a stable revenue structure threaten these critical services; and

WHEREAS, local elected representatives are best positioned to assess and respond to the unique fiscal needs of their communities, and a one-size-fits-all approach undermines local fiscal flexibility and home rule authority, especially in smaller cities like Pine Lake that are highly reliant on homestead property taxes to meet basic service standards.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pine Lake, Georgia, that:

The City Council of the City of Pine Lake hereby expresses its concerns that HB1116:

- Imposes rigid limits on annual property tax revenue growth that may prevent the City from keeping pace with population growth and service demands, thereby risking cuts to essential services, deferred maintenance of critical infrastructure, and erosion of the quality of life expected by residents and businesses.
- Does not consider that the current EHOST in DeKalb County that would be converted to LHOST is not adequate to provide homestead tax relief for municipal homestead property taxes.
- Will shift the local tax burden onto non-homestead taxpayers-such as small businesses, rental properties, and other commercial uses-as well as onto consumers through higher reliance on sales taxes, undermining tax equity and competitiveness. Furthermore, the proposed LHOST would apply to essential goods such as food, which is currently excluded from EHOST, exacerbating the regressive nature of the sales tax.
- Adds administrative complexity and additional unfunded mandated public processes for local budgets and millage decisions, which could delay or impede timely responses to emergencies, economic downturns, or rapid changes in community needs, and could contribute to rating agency concerns about the city's financial flexibility.
- Introduces wholesale changes to a city's ability to provide essential services without the benefit of an independent financial analysis.

The City Council of the City of Pine Lake respectfully requests that members of the Georgia General Assembly:

- Defer action on HB1116 until a comprehensive, independent county-by-county and city-by-city financial impact analysis of HB1116 and any related measures is completed and shared with local elected bodies.
- Engage in meaningful consultation with the city to understand past, current and future reliance on property tax revenue to fund fair salaries and health benefits for public safety employees and other essential workers, to make legally-obligated contributions to the city's retirement plan, to fund liability insurance premiums that have increased significantly since 2020, to invest in aging capital infrastructure and other expenditures that are necessary for the prudent operations of a local government.

- Oppose HB1116 in its current form, in the absence of considerations to include a financial analysis, credit rating analysis, an understanding of the bill's impact on DeKalb County's EHOST and SPLOST, information about the bill's impact on commercial (non-homestead) properties, and allowances for a community's ability to self-govern how it meets community needs.

SO RESOLVED, this _____ day of March, 2026.

CITY OF PINE LAKE, GEORGIA

Mayor

Attest:

City Clerk



COUNCIL AGENDA MEMORANDUM (CAM)

TO: City Council

FROM: Stanley D Hawthorne, City Manager *Stanley Hawthorne*

DATE: March 31, 2026

TITLE: Appointment of City Council Liaison for the Pine Lake Association of Involved Neighbors (PLAIN)

RECOMMENDATION

Approve resolution appointing a member of the Pine Lake City Council to serve as liaison to PLAIN.

BACKGROUND

PLAIN is a resident-managed 501(c)(3) focused on community engagement and support, facilitating recycling events, the ongoing “little pantry” food donation program, and other neighbor-driven initiatives.

Previous Pine Lake City Councils have selected a Council Member to serve as a “liaison” to PLAIN. This individual functions as a communication conduit on behalf of the Governing Authority, helping bridge the gap between on-the-ground community leadership, and the formal policy-making body for the City of Pine Lake.

RESOURCE IMPACT

This item bears no resource impact.

ATTACHMENTS

Resolution R-2026-13



As of Friday, March 27, 2026, the resolution (actionable document) for this item is in development.

An updated packet will be provided by or before Monday, March 30, 2026.



COUNCIL AGENDA MEMORANDUM (CAM)

TO: City Council
FROM: Stanley D Hawthorne, City Manager *Stanley Hawthorne*
DATE: March 31, 2026
TITLE: Patrol Vehicles Purchase

RECOMMENDATION

Approve resolution for purchase of two patrol vehicles using Special Purpose Local Option Sales Tax (SPLOST) funding previously appropriated by the City Council.

BACKGROUND

The Pine Lake Police Department operates a limited fleet essential for service. Aging vehicles are becoming costly and unreliable. SPLOST funding has already been approved for this purpose.

This purchase is necessary to maintain reliable response capability, reduce ongoing maintenance costs, improve officer safety, and ensure continuity of service to the community. Continuing to invest in aging vehicles with known mechanical issues is no longer fiscally responsible. The cost of repeated repairs, vehicle downtime, and reduced fleet availability outweighs the benefits of maintaining older units. Funding Source: SPLOST (Previously Approved) No General Fund impact anticipated.

RESOURCE IMPACT

Option	Vehicle Cost	Upfitting / Added Cost	Estimated Total	Notes:
Continue Repairs	—	\$6,000+ (ongoing)	Unpredictable	Downtime continues
New Patrol Vehicle (1)	\$48K-\$52K	\$18K-\$22K	\$66K-\$74K	Exceeds allocation
Used Police-Ready (2)	~\$40K	~\$2K (decals)	~\$42K	Most cost-efficient

ATTACHMENTS

- Resolution
- Proposed Vehicle (Photograph)

A RESOLUTION AUTHORIZING THE PURCHASE OF TWO USED PATROL VEHICLES USING SPLOST II FUNDS TO REPLACE AGING AND HARD TO MAINTAIN ASSETS, TO AUTHORIZE THE USE OF EXISTING PATROL VEHICLES AS TRADE OR AUCTION, AND FOR OTHER PURPOSES

WHEREAS, The City maintains a small fleet of patrol vehicles to allow officers to provide services to the citizens of Pine Lake;

WHEREAS, Two of those vehicles have exceeded their useful life and have become increasingly expensive to operate; and

WHEREAS, It is necessary to provide adequate equipment for officers to perform their duties as sworn Peace Officers for the City of Pine Lake; and

WHEREAS, The now Excess Assets should be disposed of in the most commercially reasonable manner possible,

NOW THEREFORE, BE IT RESOLVED by the Governing Authority of the City of Pine Lake, Georgia, the City Manager, or his designee, is authorized to utilize SPLOST II funds to purchase 2 pre-owned and appropriately equipped law enforcement vehicles for the City of Pine Lake Police Department;

BE IT FURTHER RESOLVED that the City Manager or his designee may dispose of the two vehicles at commercial auction or in trade with the replacement vehicle seller as most appropriate to offset the use of SPLOST II funds necessary for the new purchase by the City.

ADOPTED by the Mayor and Council of the City of Pine Lake, this 31st day of March, 2026.

JEFF GOLDBERG
Mayor pro tem

ATTEST:

APPROVED AS TO FORM:

NED DAGENHARD
Assistant City Clerk

CHRISTOPHER D. BALCH
City Attorney





COUNCIL AGENDA MEMORANDUM (CAM)

TO: City Council
FROM: Stanley D Hawthorne, City Manager *Stanley Hawthorne*
DATE: March 31, 2026
TITLE: Establishment of Police Sergeant Rank

RECOMMENDATION

Approve resolution adding the classification of Police Sergeant, Grade 16, to the City's Position Classification and Pay Plan to strengthen supervisory capacity, enhance operational efficiency, and proactively prepare the department for anticipated staffing transitions.

BACKGROUND

The Pine Lake Police Department currently operates with a small but highly committed staff responsible for maintaining 16-hour public safety coverage, responding to calls for service, and supporting the City's broader community-policing mission.

As the department continues to evolve operationally, the need for formalized supervisory structure has become increasingly evident. While officers perform admirably in their roles, the absence of a designated supervisory rank limits the department's ability to effectively coordinate field operations, manage administrative responsibilities, and maintain continuity of command during daily operations.

In addition, the department has several seasoned personnel approaching retirement eligibility in the coming years. Establishing a supervisory rank now allows the City to take a proactive leadership development approach, ensuring continuity of institutional knowledge and maintaining operational stability as personnel transitions occur.

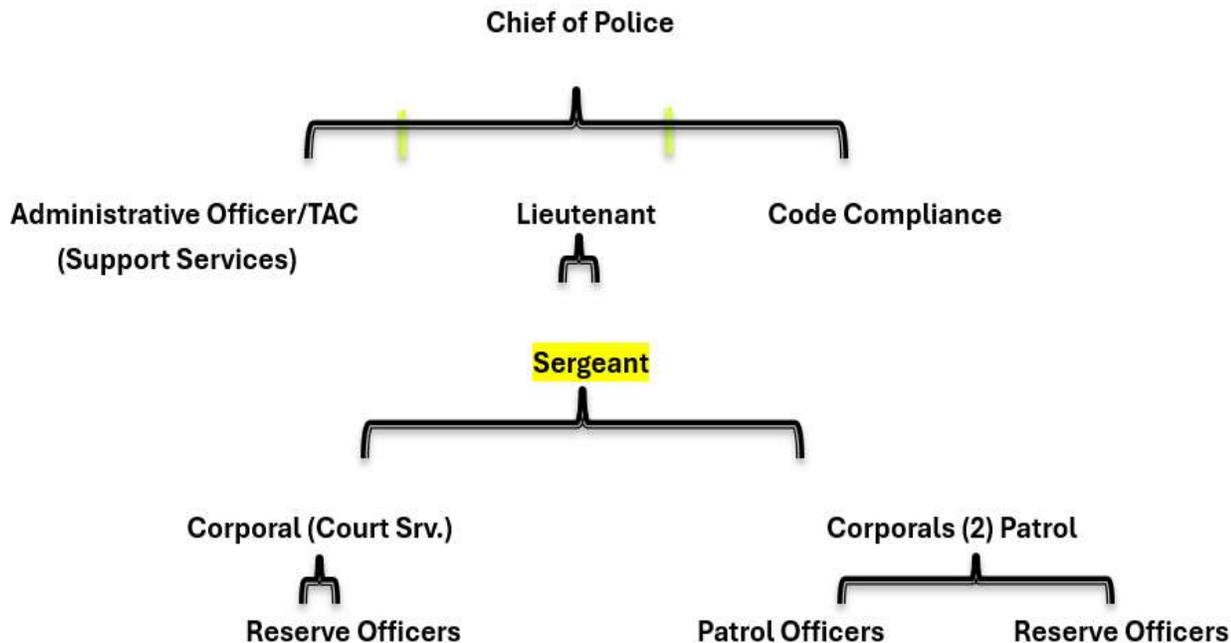
Establishing the rank of Police Sergeant will provide:

- Direct field supervision and accountability
- Improved shift coordination and operational oversight
- Support for training and mentoring newer officers
- Assistance with administrative responsibilities, policy compliance, and reporting
- A clear chain of command during critical incidents

The establishment of a Sergeant position is a prudent and proactive step toward strengthening the Pine Lake Police Department's leadership structure while preparing for anticipated personnel transitions. Approval of this recommendation will enhance operational efficiency, improve supervisory capacity, and ensure the continued delivery of professional law enforcement services to the Pine Lake community.



PINE LAKE POLICE DEPARTMENT ORGANIZATIONAL CHART



RESOURCE IMPACT

Establishment of the rank of Police Sergeant has no resource or fiscal impact since creating the rank does not add a new position; however, the expected promotion of an incumbent employee would result in a modest increase in salary allocation associated with the supervisory rank.

ATTACHMENTS

Resolution

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF PINE LAKE TO AMEND THE PAY AND CLASSIFICATOIN SYSTEM FOR THE EMPLOYEES OF THE CITY OF PINE LAKE, TO AUTHORIZE THE MAYOR TO SIGN AND EXECUTE ANY RELEVANT DOCUMENTS, AND FOR OTHER PURPOSES

WHEREAS, the Charter of the City of Pine Lake at § 3.16 provides for the creation and classification of employees to perform the necessary tasks of the City under the direction and control of the City Manager; and

WHEREAS, The City contracted for the conduct of a Pay and Classification Study with the Carl Vinson Institute of the University of Georgia in April of 2025; and

WHEREAS, The Institute reported its findings and recommendations to the Council on December 2, 2025 and adopted the Pay and Classification Plan on December 9, 2025;

WHEREAS, The Administration recommends the addition of the rank of Sergeant to the Police Department’s approved Table of Organization;

WHEREAS, on the Council’s agenda for the same meeting as this item appears, is a budget amendment that funds the cost of the Study approved by this Resolution;

NOW THEREFORE, BE IT RESOLVED by the governing authority of the City of Pine Lake, Georgia, in an open and public meeting, as follows:

1. There is created by this Resolution the Rank of Sergeant in the Police Department
2. The rank of Sergeant shall be allocated at Pay Grade 16 and the range of salary appropriate for that Pay Grade.

ADOPTED by the Mayor and Council of the City of Pine Lake, this 31st day of January, 2026.

JEFF GOLDBERG
Mayor pro tem

ATTEST:

APPROVED AS TO FORM:

NED DAGENHARD
Acting City Clerk

CHRISTOPHER D. BALCH
City Attorney



COUNCIL AGENDA MEMORANDUM (CAM)

TO: City Council

FROM: Stanley D Hawthorne, City Manager *Stanley Hawthorne*

DATE: March 31, 2026

TITLE: Rejection of Bid for Beach House Renovation Project

RECOMMENDATION

Approve resolution authorizing the rejection of the bid received on March 5, 2026 by Collins General Construction in the amount of \$137,368.88 for the Beach House Renovation Project.

BACKGROUND

Staff presented the submittal at the March 10, 2026 City Council Work Session. A consensus of Council Members directed staff to reduce the scope of work and negotiate a revised cost with Collins General Construction. Staff presented the revised scope of work to Collins General Construction on March 11, 2026. Collins General Construction notified staff that they were not interested in providing a revised bid for the reduced scope of work.

RESOURCE IMPACT

There is no cost for the recommended action.

ATTACHMENTS

Resolution

A RESOLUTION AUTHORIZING THE CITY MANAGER OR THEIR DESIGNEE TO REJECT ALL BIDS SUBMITTED IN RESPONSE TO THE CITY’S REQUEST FOR PROPOSALS FOR RENOVATIONS AND MAINTENANCE TO THE BEACH HOUSE PUBLIC FACILITY

WHEREAS, The Governing Authority requested the City Manager prepare a scope of work and a Request for Proposals for needed upgrades and maintenance to the Beach House Public Facility

WHEREAS, The City only received one response to the RFP which was presented to the Council at its March 10 Work Session; and

WHEREAS, The Council directed the Administration to reduce the scope of work and negotiate a new price proposal for the revised project with the sole bidder; and

WHEREAS, The bidder has declined to perform the project under the reduced and limited scope of work,

NOW THEREFORE, BE IT RESOLVED by the Governing Authority of the City of Pine Lake, Georgia, the City Manager, or his designee, is authorized to reject as non-responsive all bids received by the City.

ADOPTED by the Mayor and Council of the City of Pine Lake, this 31st day of March, 2026.

BRANDY HALL
Mayor

ATTEST:

APPROVED AS TO FORM:

NED DAGENHARD
Assistant City Clerk

CHRISTOPHER D. BALCH
City Attorney



COUNCIL AGENDA MEMORANDUM (CAM)

TO: City Council
FROM: Stanley D Hawthorne, City Manager *Stanley Hawthorne*
DATE: March 31, 2026
TITLE: Beach House Electrical and Plumbing Improvements

RECOMMENDATION

Approve resolution authorizing partial electrical and plumbing improvements as recommended previously by staff, in an amount not to exceed \$12,000 (\$6,000 for various electrical improvements by Comfort Air of Atlanta, Inc.; \$6,000 for various plumbing improvements by Battlemont Leak Repair Specialist, LLC).

BACKGROUND

Staff previously presented the attached recommendations to City Council as part of a larger improvement project. The earlier proposal has been reduced in scope to address only those building compliance issues related to plumbing and electrical systems.

RESOURCE IMPACT

≤\$12,000 (Small Cities Capital Outlay Fund)

ATTACHMENTS

Resolution
Comfort Air of Atlanta, Inc proposal
Battlemont Leak Repair Specialist, LC proposal



As of Friday, March 27, 2026, the resolution (actionable document) for this item is in development.

An updated packet will be provided by or before Monday, March 30, 2026.

COMFORT AIR OF ATLANTA INC.

QUALITY AND SERVICE
State Licensed - Insured

HEATING & AIR CONDITIONING - ELECTRICAL - LIGHT PLUMBING
SALE - SERVICE - INSTALLATION

PROPOSAL

Proposal No: 01
Sheet No: 01

State License No. CN211080/ER101870/MP210242

Date: 03/25/2026

Work to be performed at
Street:

Name: City of Pine Lake

Address: Pine Lake Beach

City: Pine Lake

Zip: 30072

City:

Phone: (470) 503-1652

Email: pwsupervisor@pinelakega.net

* Scope of work

1. Install new microwave outlet
2. Replaced all bulbs to LED inside the building
3. Electrical evaluation GFCI's
4. Panel load evaluation
5. Install 2 ceiling outlets
6. Install outlet for ice maker
7. Replace thermostat supplied by customer.

Parts and labor \$6,000.00

All parts as recorded are warranted as per the manufacturer's specifications. The labor warranty is for 12 months. All materials are warranted to be as specified and above work to be performed in accordance with the drawings (if applicable) and specifications for the above work and completed in substantial workmanlike manner for the sum of (see above) with payments to be made as follows, 50% down and 50% upon completion.



Alonso Carter
Respectfully submitted:

Comfort Air of Atlanta Inc.

Note: We may withdraw this proposal if not accepted within 7 days of above date.

.....
I have the authority to order the above work and do so order as outlined above. It is agreed that the Contractor will retain title to any equipment or material furnished until final and complete payment is made and if settlement is not made as agreed, the Contractor shall have the right to remove same and the Contractor will be held harmless for any damages resulting from the removal thereof. I, further agree to pay the Contractor 15% of any sum due as attorney's fees if collected through an attorney.

ESTIMATE

Battlemont Leak Repair
Specialists, LLC
2725 Fieldbrook Ln
Grayson, GA 30017

battlemontlrs@gmail.com
+1 (678) 857-0759



Bill to
Bernard Kendrick
459 Pine Drive
Pine Lake Ga 30072

Estimate details

Estimate no.: 1120
Estimate date: 03/24/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.	03/31/2026	Services	Beach House This proposal is for the following: - Removal of grease trap in ground - Installation of under sink grease trap - Removal of existing toilets - Installation of two ADA toilets - Run camera through sewer line to verify lines are good - Run sewer camera through two floor drains to ensure i proper drainage - Install new drain line for ice maker	1	\$6,000.00	\$6,000.00
					Total	\$6,000.00

Accepted date

Accepted by



A Council Agenda Memorandum (CAM) was deemed unnecessary for this item.

A RESOLUTION CALLING A SPECIAL ELECTION FOR THE OFFICE OF MAYOR OF THE CITY OF PINE LAKE FOR MAY 19, 2026, TO SET THE QUALIFYING FEES, AND THE DATES OF QUALIFICATION, AND FOR OTHER PURPOSES

WHEREAS, Mayor Brandy Hall has resigned her office effective March 20, 2026; and

WHEREAS, The Charter of the City of Pine Lake at Section 2.12 requires a Special Election be called to fill the unexpired term of the Office of Mayor through December 31, 2027; and

WHEREAS, O.C.G.A. § 21-2-540 limits special called elections to 3 dates in even numbered years of which only May 19 and November 3 are available; and

WHEREAS, O.C.G.A. § 21-2-132(c)(3)(A) requires qualifying for special elections to end no less than 25 days before the election is to be held; and

WHEREAS, O.C.G.A. § 21-2-131(a)(1)(A) provides that the qualifying fees for elected office shall be 3% of the annual gross salary of such office and must be established no less than 35 days before any special election;

NOW THEREFORE, the Governing Authority of the City of Pine Lake in an open and public meeting RESOLVES and DECLARES as follows:

1. The factual representations in the “Whereas” paragraphs above are adopted and made the representations and findings of the City Council; and
2. A SPECIAL ELECTION FOR THE CITY OF PINE LAKE OFFICE OF MAYOR shall be called and held on May 19, 2026, in accordance with the General Primary for the State and as required by State law; and
3. The period of Qualifying shall begin on Wednesday April 23 and conclude on Friday April 24, between the hours of 8:30 and 4:30 each day at Pine Lake City Hall, located at 425 Allgood Road, Pine Lake, GA 30083; and
4. The qualifying fees for candidates to stand for election as Mayor of Pine Lake shall be \$216.00 (3% of the Gross Annual Salary of the Mayor of \$7,200); and
5. The City Clerk is authorized, in consultation with the City Attorney, to make any changes or alterations to this Resolution to correct scrivener’s errors, in order to give full effect to the intent of the Governing Authority in this Resolution.

SO RESOLVED, this 31st day of March, 2026.

JEFF GOLDBERG
Mayor pro tem

ATTEST:

APPROVED AS TO FORM:

NED DAGENHARD
Assistant City Clerk

CHRISTOPHER D. BALCH
City Attorney