

CITY OF PINE LAKE, GEORGIA

REGULAR MEETING AGENDA

JULY 28, 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

ADOPTION OF THE MINUTES

- June 30, 2026 – Public Hearing(s), Regular Meeting
- July 14, 2026 – Work Session
- July 15, 2026 – Town Hall

PUBLIC COMMENT – 3 minutes each please

NEW BUSINESS

1. Resolution R-2026-43, Acceptance of Funds from DeKalb County, "*Poplar Park*"
2. Removal of Primrose – *Proposal*
3. Mayor pro tem – *Discussion and Selection*

PUBLIC COMMENT – 3 minutes each please

REPORTS AND OTHER BUSINESS

- Mayor (pro tempore)
 - Rip-rap
 - Beach House
 - Holiday Lights
 - City Attorney Update
- City Council

EXECUTIVE SESSION

ADJOURNMENT

COUNCIL MEMBERS

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

CITY OF PINE LAKE

425 ALLGOOD ROAD

P.O. BOX 1325

PINE LAKE, GA 30072

404-999-4901

www.pinelakega.net

**CITY OF PINE LAKE
REGULAR MEETING & PUBLIC HEARING
MINUTES
June 30, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

Call to Order: Mayor pro tem Goldberg called the Regular Meeting 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, Chief of Police Sarai Y'Hudah-Green, City Clerk Ned Dagenhard, and Finance Director Stephen Mayer.

Public Hearing

- **Alcoholic Beverages Privileged License Application – *Snack PitStop Mini Mart*, 4687 Rockbridge Road (Suites 1 & 2)**

Mayor pro tem Goldberg opened the public hearing at 6:01PM.

The public hearing was held.

Seeing no further public, Mayor pro tem Goldberg closed the public hearing at 6:04PM.

Announcements and Communications

Council Member Kohler announced that she and Council Member Lowers had attended the second “steering committee” meeting, regarding the City’s 2026 Comprehensive Plan in development by the Atlanta Regional Commission (ARC), and praised the process and discussion. Council Member Lowers added the discussion included a representative from ARC’s climate resilience team.

Council Member Hull announced that the Pine Lake Association of Involved Neighbors (PLAIN) had organized a presentation by the Georgia Forestry Commission to take place at 6:00PM on July 16th (*later rescheduled to July 30th*) at 4580 Lakeshore Drive (“Beach House”) regarding invasive plants in the City’s public lands.

Mayor pro tem Goldberg announced he had again met with DeKalb County Commissioner Chakira Johnson regarding sewer work within the City, as well as potential environmental impact of dilapidated sewer and water infrastructure. Mr. Goldberg added that he had relayed information identifying locations for necessary work prepared by Public Works Special Project Manager Bernard Kendrick.

**CITY OF PINE LAKE
REGULAR MEETING & PUBLIC HEARING
MINUTES
June 30, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

Adoption of the Agenda of the Day

Council Member Kohler motioned to adopt the agenda; Council Member Hull seconded.

No discussion took place.

Mayor pro tem Goldberg called for a vote.

All members voted in favor, and the motion carried.

Adoption of the Minutes

- May 26, 2026 – Regular Meeting
- June 9, 2026 (11:00AM) – Public Hearing
- June 9, 2026 (6:00PM) – Work Session/Special Called Meeting & Public Hearing
- June 11, 2026 (11:00AM) – Public Hearing
- June 11, 2026 (6:00PM) – Public Hearing

Council Member Torrent moved to adopt the minutes; Council Member Lowers seconded.

Council Member Kohler asked that the Minutes from the May 26th Regular Meeting be amended to include Facilities Agent Calvin Buramy in the roll.

Mayor pro tem Goldberg called for a vote on the minutes, as amended.

All members voted in favor, and the motion carried.

**CITY OF PINE LAKE
REGULAR MEETING & PUBLIC HEARING
MINUTES
June 30, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

New Business

**1. Resolution R-2026-35, Alcoholic Beverages Privileged License Application
– *Snack PitStop Mini Mart*, 4687 Rockbridge Road (Suites 1 & 2)**

Council Member Kohler moved to adopt Resolution R-2026-35; Council Member Torrent seconded.

City Council asked the City Clerk about the number of licenses in the City. Mr. Dagenhard stated that the City had only one (1) other active retail package sale license (Rockbridge Road Texaco).

Mayor pro tem Goldberg called for a vote.

All members voted in favor, and the motion carried.

2. Resolution R-2026-42, Issuance and Sale of Tax Anticipation Note (TAN)

Council Member Hull moved to adopt Resolution R-2026-42; Council Member Torrent seconded.

Finance Director Stephen Mayer described the purpose of the loan as providing necessary cash flow for the City ahead of receipt of property tax revenue toward the end of the calendar year. Mr. Mayer added that the loan was developed as a line of credit rather than a lump sum, and cited that as advantageous to the City vis-à-vis interest accumulation.

Mr. Mayer fielded questions from City Council regarding the payment schedule—which ends in December of 2026. Mayor pro tem Goldberg praised the Finance Department's development of budget-to-actual reporting, and cited the benefit this will provide for financial forecasting.

Mayor pro tem Goldberg called for a vote.

All members voted in favor, and the motion carried.

**CITY OF PINE LAKE
REGULAR MEETING & PUBLIC HEARING
MINUTES
June 30, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

Public Hearing

- **2026 Property Tax Millage Rate**

Mayor pro tem Goldberg called the Public Hearing to order at 7:00PM.

The public hearing was held.

Seeing no further public, Mayor pro tem Goldberg closed the public hearing at 7:41PM.

**CITY OF PINE LAKE
REGULAR MEETING & PUBLIC HEARING
MINUTES
June 30, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

New Business

3. Resolution R-2026-36(A), Authorization to Change Banking Institutions, Open Investment Accounts for Idle Cash

Council Member Hull moved to adopt Resolution R-2026-36(B); Council Member Torrent seconded.

A lengthy discussion took place, which focused primarily on disagreements between City staff and the City Attorney regarding the purpose of text outlining punitive measures to be taken against staff if certain reporting criteria are not met, including “for cause” termination.

Following an exchange between the City Manager and City Attorney, the City Attorney exited the meeting.

Mayor pro tem Goldberg motion to recess, and proceeded to call the Public Hearing (2026 Property Tax Millage Rate) to order. Following the closure of the Public Hearing, Mr. Goldberg motioned to re-enter the Regular Meeting.

The City Council opted for a reduced scope, contained in an earlier resolution draft, which would explicitly allow for transfer of banking services from *Truist* to *Renasant Bank*, authorization of a tax anticipation note (TAN), and investment of idle funds, rather than an expansion of City Manager authority and discretion over banking decisions. The earlier version containing the reduced scope was thereon named “Resolution R-2026-36(A).”

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

Mayor pro tem Goldberg called for a vote.

All members voted in favor, and the motion carried.

**CITY OF PINE LAKE
REGULAR MEETING & PUBLIC HEARING
MINUTES
June 30, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

4. Resolution R-2026-37, Stormwater Service Charge Schedule Amendment

Council Member Torrent moved to adopt Resolution R-2026-37; Council Member Hull seconded.

Finance Director Mayer provided information on the City's stormwater fund, and discussed the process for developing the fee increase recommendations, which involved collaboration with the Departments of Finance and Public Works to ensure the fund could support maintenance to the City's stormwater infrastructure, as well as future capital improvements.

Council Member Lowers moved to adopt a 2026 Stormwater Fee of \$140; Council Member Kohler seconded. Mayor pro tem Goldberg, observing a lack of consensus, opted not to call the motion for a vote.

Mayor pro tem Goldberg moved to adopt a 2026 Stormwater Fee of \$125; the motion was seconded by Council Member Torrent, and thirded by Council Member Hull.

Mayor pro tem Goldberg called for a vote.

Council Members Torrent and Hull, as well as Mayor pro tem Goldberg voted in favor of the motion. Council Members Kohler and Lowers voted against. There were no abstentions. The motion carried with a tally of 3-2-0.

5. Resolution R-2026-38, Pride Lake Memorandum of Understanding (MOU)

Council Member Torrent recused himself, citing a conflict of interest.

Council Member Lowers moved to adopt Resolution R-2026-38; Council Member Kohler seconded.

PrideLake President Thomas Torrent presented a brief history of PrideLake's partnership with the City, and asked for amendments to dates listed in the MOU, stating the celebration would take place on September 12th, with the "gayla" event to follow on September 25th.

Mayor pro tem Goldberg called for a vote.

All members voted in favor, and the motion carried.

**CITY OF PINE LAKE
REGULAR MEETING & PUBLIC HEARING
MINUTES
June 30, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

6. Resolution R-2026-39, Call for Municipal Special Election – *November 3, 2026*

Council Member Torrent moved to adopt Resolution R-2026-39; Council Member Kohler seconded.

Council Member Hull inquired about a discrepancy regarding qualifying dates on the item's supporting memorandum. City Clerk Dagenhard stated that the discrepancy arose from a pending lack of clarity between himself, the City Attorney, and the DeKalb Elections office. Mr. Dagenhard added that the correct dates would be provided prior to any advertisement, and the memorandum retroactively corrected if needed.

Mayor pro tem Goldberg called for a vote.

All members voted in favor, and the motion carried.

7. Resolution R-2026-40, Creation and Appointment of Public Art Installation "Task Force"

Council Member Torrent moved to adopt Resolution R-2026-40; Council Member Lowers seconded.

Mayor pro tem Goldberg described the purpose of the task force as supporting project development for ongoing public art initiatives. Mr. Goldberg named himself, Council Member Kohler, former-Mayor Melanie Hammett, former-Council Member Augusta Woods, and resident Robert Witherspoon—as well as Public Works Special Projects Manager Bernard Kendrick, and Chief of Police Sarai Yhudah-Green—as the task force board

Council Member Lowers inquired as to the timeline associated with the task force, which Mr. Goldberg stated was pending as project details continued to develop.

Council Member Kohler expressed her enthusiasm for the initiatives, adding that the projects both support Rockbridge Road revitalization, and align with the timing of the County's "Cows of DeKalb" public art project.

Mayor pro tem Goldberg called for a vote.

All members voted in favor, and the motion carried.

**CITY OF PINE LAKE
REGULAR MEETING & PUBLIC HEARING
MINUTES
June 30, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

8. Resolution R-2026-41, Final 2026 Property Tax Millage Rate

Council Member Torrent moved to adopt Resolution R-2026-41; Council Member Hull seconded.

A discussion took place, during which City Council deliberated the various arguments around property tax millage impact, on both the City's sustainability and financially vulnerable homeowners.

Council Member Kohler moved to adopt a 2026 Property Tax Millage Rate of 24.500 mills; Council Member Lowers seconded. Mayor pro tem Goldberg, observing a lack of consensus, opted not to call the motion for a vote.

Council Member Torrent moved to adopt a 2026 Property Tax Millage Rate of 23.825 mills; Council Member Hull seconded.

Mayor pro tem Goldberg called for a vote.

Council Members Torrent and Hull, as well as Mayor pro tem Goldberg voted in favor of the motion. Council Members Kohler and Lowers voted against. There were no abstentions. The motion carried with a tally of 3-2-0.

Reports and Other Business

City Council

Mayor pro tem Goldberg thanked attendees for their continued presence, and stated that the City continues to seek resource support from civic organizations, such as the Georgia Municipal Association (GMA).

Council Member Torrent inquired about town hall dates; Council Member Hull supported the notion, and asked that reporting of the recent "rip rap survey" be provided.

Council Member Kohler announced the 2026 Comprehensive Plan was nearing completion. Council Member Lowers stated that the plan would be driven by an additional public hearing tentatively scheduled for the August Regular Meeting.

**CITY OF PINE LAKE
REGULAR MEETING & PUBLIC HEARING
MINUTES
June 30, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

Executive Session

Council Member Torrent moved to enter Executive Session at 9:20PM, for the purposes of discussing pending litigation.

The executive session was held.

Council Member Torrent moved to re-enter the Regular Meeting at 9:52PM.

Adjournment

Council Member Kohler motioned to adjourn the Regular Meeting at 9:52PM.

Ned Dagenhard, City Clerk

**CITY OF PINE LAKE
WORK SESSION
MINUTES
July 14, 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, Chief of Police Sarai Y'Hudah-Green, Special Projects Manager Bernard Kendrick, Finance Director Stephen Mayer, and City Clerk Ned Dagenhard.

Announcements/Communications

Mayor pro tem Goldberg stated that the DeKalb County CEO, Lorraine Cochran-Johnson, would be attending the meeting momentarily.

Council Member Lowers announced the City Council would be hosting a town hall the following evening at 6:00PM at 470 E Clubhouse Circle ("Clubhouse").

Council Member Torrent announced that the City Attorney had resigned, and the City was actively engaged in a replacement search. Mayor pro tem Goldberg added words of thanks to former-City Attorney Chris Balch for his service.

Adoption of the Agenda of the Day

Council Member Kohler motioned to adopt the agenda; Council Member Hull seconded.

No discussion took place.

Mayor pro tem Goldberg called for a vote.

All members voted in favor, and the motion carried.

New Business

1. Presentation of "Poplar Park" Funding, *CEO Lorraine Cochran-Johnson*

Mayor pro tem Goldberg welcomed DeKalb County CEO Lorrain Cochran-Johnson to the podium. CEO Cochran-Johnson expressed remorse over the delay in funding delivery, citing a communication issue within County administration. Madam CEO proceeded to praise the Pine Lake community, and offer her office's partnership.

**CITY OF PINE LAKE
WORK SESSION
MINUTES
July 14, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

Former Mayor Melanie Hammett also spoke to the vision behind the ongoing Poplar Park, and urged further attention on placemaking along Rockbridge Road.

Mayor pro tem Goldberg also noted economic development along Rockbridge Road as impacting diversification of the City's tax base.

No action was taken by City Council.

2. Public Works Maintenance Schedule, Presentation

Special Projects Manager Bernard Kendrick presented a Public Works daily operations, which he stated was a framework employed by the department since his arrival, formalized in cooperation with the Chief of Police.

Mr. Kendrick fielded questions from City Council regarding the transition from full-time director to a narrower, part-time contractual role. Topics of discussion included staff supervision, as well as projects such as holiday lighting, and vegetation management.

No action was taken by City Council.

3. Capital Improvement Plan (CIP)

Special Projects Manager Kendrick discussed the 2025 Capital Improvement Plan (dubbed the "Community Investment Plan" by the City Manager), or CIP, specifically the status of reparative measures for the wetlands system, repaving of additional roadways within Pine Lake's residential district, and renovation of the 4580 Lakeshore Drive ("Beach House").

City Council signaled an interest in an updated CIP—following an informal new project moratorium in February 2026—ahead of FY2027 budget workshopping.

Additional discussion topics included removal of invasive primrose along the lake's outer berm, as well as repairs to the County-managed water and sewer infrastructure, which Mr. Kendrick advised was prerequisite to continued repaving efforts.

**CITY OF PINE LAKE
WORK SESSION
MINUTES
July 14, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

No action was taken by City Council.

4. Introduction and Outline of Financial Policies

City Manager Hawthorne presented information on financial policy areas recommended by the Government Finance Officers Association (GFOA) (*NOTE: please see the City's July 2026 Strategic Performance Report (SPR) for more information.*), and recommended policies on structural budget balancing, fund balance reserve standards, and investment of idle funds.

Comments from City Council cited investment policy as a priority.

No action was taken by City Council.

5. Review of Development Authorities, Downtown Development Authorities (DDA)

City Manager Hawthorne presented information on development authorities (*NOTE: please see the City's July 2026 Strategic Performance Report (SPR) for more information.*).

Discussion topics included the debt incurred via bond sale by the previous, now-defunct Pine Lake Downtown Development Authority, as well as collaboration with central DeKalb County economic development authorities, such as the County's development authority, *Decide DeKalb*.

No action was taken by City Council.

**CITY OF PINE LAKE
WORK SESSION
MINUTES
July 14, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

6. City Council Meeting Start Time

Council Member Torrent introduced the item, citing request by members of the community to move City Council meeting start time later into the evening. A discussion took place regarding increased resident participation, as well as the impact on staff.

The City Manager noted that due to the City Attorney vacancy—and City Council meeting start time being codified—it is staff's recommendation to await the contracting of legal council to proceed with changes to the City's Ordinance. Council Member Torrent stated that perhaps Ordinance 2024-01, which changed meeting start time from 7:00PM to 6:00PM, could be used as a template. City Manager Hawthorne added that it was not his recommendation to permit staff to develop legal documents, and that the Ordinance would require a City Attorney signature.

City Council fielded comments from staff, and ended the discussion by consensus to gather additional community input at the following evening's town hall event.

No action was taken by City Council.

**CITY OF PINE LAKE
WORK SESSION
MINUTES
July 14, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

7. PLAIN Memorandum of Understanding (MOU)

City Clerk Dagenhard stated that due to the departure of the City Attorney—and the Clerk’s absence at the May 26th Regular Meeting, where the MOU was previously discussed—additional discussion was needed for his benefit. Mr. Dagenhard requested discussion on revisions to the draft document, so that he might proceed with any material edits.

Council Member Hull stated that her previous revisions were now moot, as City administration had addressed the concerns over PLAIN’s direct involvement in reservation of facility spaces by contracting a resident to fulfill that role.

PLAIN President Tim McLeod spoke to PLAIN sponsorship of events managed by non-residents, as well as insurance requirements for those events PLAIN chooses to support. Additional discussion included the topic of PLAIN-sponsored volunteer initiatives.

As the discussion continued, it became apparent to all parties that the absence of a legal advisor would inhibit development of a sound update to the existing MOU. City Manager Hawthorne recommended that—in light of urgency surrounding PLAIN-sponsored volunteer programs paused during MOU revision—the City Council use discretion in allowing certain programs to continue under the existing MOU.

No action was taken by City Council.

**CITY OF PINE LAKE
WORK SESSION
MINUTES
July 14, 2026 at 6:00PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA 30072**

Reports and Other Business

July 2026 Strategic Performance Report (SPR)

The City's July 2026 SPR is available on the City's website under Quick Links > Strategic Performance Reports > 2026 > July.

City Council

Council Member Torrent, responding to a public comment, stated that City Council anticipated a maintenance plan regarding the flume feature in the western wetlands system from the Public Works Department.

Council Member Kohler added the City Council would be holding a town hall the following evening.

Mayor pro tem Goldberg offered additional thanks to CEO Lorraine Cochran-Johnson for her attendance at the evening's meeting.

Adjournment

Council Member Lowers moved to adjourn the Work Session at 9:13PM.

Ned Dagenhard, City Clerk

**CITY OF PINE LAKE
TOWN HALL
MINUTES
July 15, 2026 at 6:00PM
“The Clubhouse”
470 E Clubhouse Circle, Pine Lake, GA 30072**

Call to Order: The Town Hall was called to order at 6:00PM.

Present: Mayor pro tempore Jeff Goldberg, and Council Members Deborah Hull, Stephanie Kohler, Jane Lowers, and Thomas Torrent.

Town Hall

No action was taken by City Council.

Adjournment

The town hall was adjourned.

Ned Dagenhard, City Clerk



COUNCIL AGENDA MEMORANDUM (CAM)

TO: City Council

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

DATE: July 28, 2026

TITLE: Poplar Park Project Funding and Budget Amendment

RECOMMENDATION

Approve a resolution to accept \$53,250 from DeKalb County to be used on Poplar Park Improvements and approve the associated budget amendment which reflects these proceeds and subsequent expenditures.

BACKGROUND

Former Mayor Melanie Hammet was able to obtain \$53,250 from DeKalb County which must be spent on Poplar Park improvements defined in the Statement of Work. These funds were originally approved in 2023 with the intention of providing additional outdoor recreational space for residents and visitors to enjoy. Improvements will include fencing, plantings of trees and shrubs, a 14x8 covered stage, installation of power, cleanup on the property, benches and trash cans, and a retaining wall.

RESOURCE IMPACT

\$53,250 increase in ARPA Fund revenues and expenditures for a net change in fund balance of \$0.

ATTACHMENTS

Poplar Park Funding Resolution

RESOLUTION AUTHORIZING THE ACCEPTANCE OF A GRANT FROM DEKALB COUNTY FOR THE PURPOSE OF DEVELOPING POPLAR PARK, TO AUTHORIZE A DEDICATED ACCOUNT FOR SUCH FUNDS, TO SEGREGATE THE FUNDS FROM THE GENERAL FUND OF THE CITY SO THAT THEY ARE USED EXPLICITLY FOR THE PURPOSE PROPOSED, AND FOR OTHER PURPOSES

WHEREAS, Former Mayor Melanie Hammet has secured funds from DeKalb County CEO Lorraine Cochran-Johnson for the purpose of developing Poplar Park;

WHEREAS, The money provided in the grant may only be used for the purposes designated;

WHEREAS, The funds will need to be segregated from the General Fund so that there is the ability to account for their use to the County, if asked;

WHEREAS, The amount of the grant is \$53,250;

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

That the City shall accept the Grant and its conditions with the thanks of the Governing Authority and the neighbors of Pine Lake;

That the City Manager recommends for adoption a Budget Amendment, as may be needed, to account for the receipt of these funds;

That the City Manager or his designee shall establish a separate banking account, if deemed necessary by the City Manager, to hold the funds apart and separate from the General Funds of the City;

That the City Manager, or his designee, shall establish a separate accounting line item in the City's records to record this receipt of funds and to allow the expenditures from it to be tracked and reported separate from the General Fund expenditures of the City;

The City Manager, or his designee, will direct the construction of the improvements to Poplar Park in accordance with the terms of the Grant from the County.

So Resolved, this 28th day of July 2026.

Jeff Goldberg
Mayor pro tempore

ATTEST:

Ned Dagenhard
City Clerk



COUNCIL AGENDA MEMORANDUM (CAM)

TO: City Council

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

DATE: July 28, 2026

TITLE: Invasive Species (Floating Primrose Willow) Removal

RECOMMENDATION

Motion to approve engaging Urban Sprout Farm, LLC to remove and provide ongoing maintenance for the invasive species in Pine Lake.

BACKGROUND

Floating primrose willow (*Ludwigia peploides*), an invasive species, has been identified within Pine Lake. Staff requested quotes for its removal, ongoing maintenance, and aftercare to help prevent recurrence. *Ludwigia peploides* is a species of flowering plant in the evening primrose family known by the common names floating primrose-willow and creeping water primrose. Physically cutting this plant and digging up the roots can be a somewhat effective method of control. However, physical control can be difficult. Primrose can re-grow from any roots left behind or seeds remaining in the water.



It is native to Australia, North America, and South America, but it can be found on many continents and spreads easily to become naturalized. It is well known as a troublesome aquatic noxious weed that invades water ecosystems and can clog waterways. This is perennial herb which grows in moist to wet to flooded areas. The stem can creep over 2 meters long, sometimes branching. It spreads to form mats on the mud, or floats ascending in the water. The leaves are several centimeters long and are borne in alternately arranged clusters along the stem. The flower has 5 to 6 lance-shaped sepals beneath a corolla of 5 or 6 bright yellow petals up to 2.4 centimeters long.

RESOURCE IMPACT

Stanley D Hawthorne
City Manager
stanleyhawthorne@pinelakega.net
425 Allgood Road Stone Mountain GA 30083
PO Box 1325 • Pine Lake, GA 30072 • 404-999-4932
www.pinelakega.net

The financial impact to the Stormwater Fund will be \$9,850 for the initial removal and recurring service treatments up to a maximum of \$6,300 for a total cyclical impact of \$16,150.

ATTACHMENTS

Primrose Willow Removal, Cost Matrix

Quote, ECL

Quote, Urban Sprout Farms

Quote, Avalon Tree Service

Stanley D Hawthorne
City Manager
stanleyhawthorne@pinelakega.net
425 Allgood Road Stone Mountain GA 30083
PO Box 1325 • Pine Lake, GA 30072 • 404-999-4932
www.pinelakega.net

			CITY OF PINE LAKE			
			FLOATING PRIMROSE WILLOW REMOVAL MATRIX			
VENDOR		INITIAL REMOVAL COST	RECURRING MAINTENANCE COSTS		SUBTOTAL	TOTAL RECOMMENDED COSTS
AVALON TREE SERVICES		\$15,000.00			\$15,000.00	\$15,000.00
ED CASTRO LANDSCAPE LLC		\$18,905.00			\$18,905.00	\$18,905.00
URBAN SPROUT FARMS LLC		\$9,850.00	\$6,300.00		\$16,150.00	\$16,150.00



Customer:

Bernard Kendrick
City of Pine Lake
PO Box 1325
Pine Lake , GA 30072

Property:

City of Pine Lake
4558 Lakeshore Dr
Pine lake , GA 30072

Invasive Species Removal Floating Primrose



Removal of Floating Primrose from Lake

Effective control of floating primrose requires a combination of the following and requires a multi-year approach.

1. Mechanical removal.
2. Targeted chemical treatment in active growing season.
3. Regular monitoring to prevent regrowth and spreading.

Mechanical Control

1. **Remove floating Primrose from lake by hand.**
2. **Dispose of all debris properly.**

Mobilization

Mobilization

Items	Quantity	Unit	Price/Unit	Price
Mobilization	1.00	Each	\$525.00	\$525.00
Labor - Project Management	8.00	Hr	\$85.00	\$680.00
Mobilization:				\$1,205.00

Removal of floating Primrose

Invasive Species Removal

Items	Quantity	Unit	Price/Unit	Price
Labor - Enhancement	240.00	Hr	\$70.00	\$16,800.00
Vegetative Debris and Trash Disposal	6.00	Ton	\$150.00	\$900.00
Invasive Species Removal:				\$17,700.00

Subtotal \$18,905.00

Total **\$18,905.00**

Terms & Conditions

Installation Terms:

IV. TERMS & CONDITIONS

Client agrees to the below terms and conditions as well as the Conditions of Contract found here: <https://marianipremiergroup.com/LLC/CoC.pdf>, which contain the entire agreement of the parties, and there are no other promises or conditions in any other agreement whether oral or written except as provided for herein. Both have agreed by the parties determined to be reasonable by both parties and that they form a part of the Contract. Client agrees to the applicable terms of ECL's privacy policy (found here: <https://www.marianipremiergroup.com/privacy-policy/>), specifically with respect to the usage and storage of Client information.

1. JOB DESCRIPTION

1.1 Part of this agreement sets forth the materials and labor specifically needed to complete the job Client has requested be done by Ed Castro Landscape and contains herein the purchaser price agreed to by the parties hereto. ACCEPTANCE BY PURCHASER OF THE TERMS AND CONDITIONS OF THIS AGREEMENT AND OF THE MATERIALS, LABOR AND PURCHASE PRICE SET FORTH SHALL CREATE A BINDING CONTRACT.

2. LIMITED WARRANTY AND DISCLAIMER

2.1 Plant material furnished and installed by Seller shall be warranted for a period of six (6) months from date of planting. Client agrees to notify Ed Castro Landscape in writing of any plants that died or are dying during the warranty period. Notification by phone will not be acceptable. Failure to submit written claims to Ed Castro Landscape within the warranty period specified herein shall deem a waiver by Client of such claim.

2.2 Plants existing on the site and transplanted shall not be guaranteed

2.3 No guarantee is made as to any existing trees.

2.4 Any plant(s) damaged through no fault of Ed Castro Landscape (e.g. by insufficient watering practices, cold,

insects such as bores in pine trees, fire, dogs, vandalism, etc.) are specifically excluded from the warranty made herein and will not be replaced.

2.5 Seller shall not be responsible for loss or death of plant(s) due to Client's failure to properly protect or maintain said plants.

2.6 Plants shall include and are deemed to mean trees, shrubs, flowers and other foliage but shall not include lawn grass of any type.

2.7 Lawn grass installation work is only guaranteed as to proper installation practices and not as to final results. Client agrees that the Ed Castro Landscape's responsibility for lawn planting ceases upon completion of seeding, sprigging or sodding operation.

2.8 Plant sizes specified herein are in accordance with U.S.A.S. Standard for Nursery Stock, 1969, sponsored by the American Association of Nurserymen.

2.9 Except as stated above, Client accepts plants "as is" and ED CASTRO LANDSCAPE MAKES NO REPRESENTATION OR WARRANTY OF ANY OTHER KIND, EXPRESS OR IMPLIED, WITH RESPECT TO THE PLANTS, WHETHER AS TO THE MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR ANY OTHER MATTER. THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE DESCRIPTION SET FORTH HEREIN. The measure of damage set forth herein is intended to modify and replace those damages available to Client for breach of warranty under the Georgia Uniform Commercial Code and limited recovery to the amount set forth in this Contract. The remedies provided herein are exclusive of all others available to Client.

2.10. Seller makes no representation as to the effectiveness of herbicides used and does not warranty final results.

2.11 Prices contained herein reflect normal subsurface condition. If there exists a condition (i.e. rock) not anticipated, Ed Castro Landscape will notify the client and submit a proposal for costs of correcting measures if needed.

2.12 All hardscape work is guaranteed for a period of 1 year from completion.

2.14 The Client assumes that an available power and/ or water source shall be accessible when needed. In the absence of said source, the Client will be made aware and asked to provide, or Ed Castro Landscape will submit a proposal for costs if needed.

2.15 No Warranties shall be honored until the contract is paid in full.

3. CLIENT'S DUTIES AND STANDARD OF CARE

3.1 All work is to be completed in a workmanlike manner according to standard practices, and upon completion of the work, the work site will be left clean and free of debris.

3.2 Ed Castro Landscape will not be responsible for any seepage or other water leakage that may occur as a result of its planting, removing and replanting plants next to any structure located on worked property.

3.3 All reasonable caution will be taken to prevent damage to existing walls, driveways and other pavement, septic tanks and underground utility lines; provided, however, the Landscape Contractor cannot be responsible for damage to said facilities resulting from ordinary care in the execution of the work herein.

3.4 This Contract is based on all grades being within one tenth of one foot of finish grade prior to Ed Castro Landscape starting work unless otherwise stipulated herein.

3.5 This Contract is based on the site being free of debris prior to the Ed Castro Landscape starting work unless otherwise stipulated herein.

3.6 This Contract does not include additional fill dirt from off the site as may be necessary to establish the proper grade unless otherwise stipulated herein.

3.7 This Contract is subject to change as may be required by local building and/or zoning codes.

3.8 Planting time of plants specified herein is subject to the seasonal availability of the plant material.

3.9 Work involving the piping away of water from downspouts does not include any modification in the existing downspouts. If modifications are necessary (including the removal of elbows or waterproofing walls) it is the Client's responsibility and a firm whose business is installing and repairing gutters and downspouts or waterproofing should do the work.

3.10 Client is responsible for determining the location and properly marking all property and building lines that may be pertinent to the execution of the work outlined herein.

4. PAYMENT

4.1 Invoice are due upon receipt pursuant to the terms set forth therein.

4.2 Until such time as full and final payment has been received by Client, Ed Castro Landscape agrees that title to all materials and plants furnished by Ed Castro Landscape pursuant to this Contract shall remain in Client's name and that Ed Castro Landscape or its agents may enter Client's premises in order to remove some or all of said material and plants

5. MISCELLANEOUS

5.1 Seller may withdraw this proposal if not accepted within thirty (30) days.

5.2 If any item or paragraph is found to be void or unenforceable for any reason, then this Contract shall be read and construed as if such item or paragraph had never been a part of this Contract.

5.4 The singular shall be construed, where necessary, to mean the plural, and the plural the singular.

I, (we) the undersigned Client has read and understood the above Contract and accepted it, as written.

By _____

Rob Koch

Date 7/23/2026

**Mariani Enterprises, LLC dba Ed
Castro Landscape**

By _____

Date _____

City of Pine Lake

URBAN SPROUT FARMS LLC

dba Official Forestry Mulching
2200 Reynolds Drive SW, Atlanta, GA
Nuri Icgoren • 404.454.1216 • urbansproutfarms@gmail.com

PROJECT ESTIMATE & QUOTE

PREPARED FOR

City of Pine Lake, GA
459 Pine Drive, Pine Lake, GA 30072
Attn: Bernard Kendrick
bernardkendrick@pinelakega.net

QUOTE DETAILS

Quote #: OFM-2026-PL01
Date: July 21, 2026
Valid through: August 20, 2026

Project: Invasive Water Primrose (Ludwigia sp.) Removal & Ongoing Management — Pine Lake

Thank you for the opportunity to quote this project. Urban Sprout Farms proposes a fully organic, no-herbicide program to remove the invasive water primrose currently covering approximately 20% of Pine Lake along the shoreline margins, and to keep it in check through scheduled follow-up visits. All work is performed by hand and machine — no pesticides or chemicals of any kind are introduced to the lake.

This work is led by a Georgia master gardener with 13 years of experience and a B.S. in Biology (Georgia State University), and is GSWCC Level 1A (erosion & sediment control) certified — directly relevant to protecting water quality during shoreline work.

SCOPE OF WORK

Manual and mechanical removal of invasive water primrose along the accessible shoreline margins of Pine Lake (estimated ~2.5 acres of the ~12–13-acre lake). Because water primrose regenerates aggressively from root and stem fragments, the method is built around thorough removal and fragment containment:

- **Targeted removal** — Hand-pulling and digging of plants and rhizomes at the shoreline margins, working in contained segments along the bank.
- **Fragment containment** — Deployment of a floating weed/debris containment boom to capture drifting fragments and prevent re-spread across the lake.
- **Collection** — Raking and collection of floating material; cut-back of overhanging vegetation where needed for access and inspection.
- **Disposal** — All removed biomass is hauled off-site and disposed of away from any waterway — nothing is returned to the lake.

Objective: substantial control of the current infestation in the initial pass, progressing toward multi-season eradication through the ongoing program below.

PART 1 — INITIAL REMOVAL (ONE-TIME)

DESCRIPTION	AMOUNT
Manual removal & labor <i>Hand removal of water primrose along shoreline margins (~2.5 acres); 3-person crew, approx. 4–5 working days</i>	\$5,500.00
Fragment containment system & installation <i>Floating weed/debris boom, anchoring, and segmented containment to prevent re-spread</i>	\$2,000.00
Equipment & mobilization <i>Support equipment, hand tools, and transport to/from site</i>	\$1,350.00
Off-site haul-off & disposal	\$1,000.00

DESCRIPTION	AMOUNT
<i>Collection, loading, and off-site disposal of all removed biomass</i>	
TOTAL — INITIAL REMOVAL	\$9,850.00

PART 2 — ONGOING MANAGEMENT (RECURRING)

Water primrose cannot be eliminated in a single visit; scheduled follow-up is what turns control into eradication. We recommend a standing maintenance agreement:

DESCRIPTION	AMOUNT
Recurring service visit <i>Full shoreline inspection, hand-removal of regrowth, and off-site disposal</i>	\$1,050.00 / visit
Frequency <i>Every 2 months (6 visits per year)</i>	—
ESTIMATED ANNUAL TOTAL (6 visits)	\$6,300.00

Ongoing visits are billed per visit. Regrowth — and therefore visit effort — typically decreases over time when the initial removal and containment are done thoroughly.

TERMS & PAYMENT

- **Deposit** — A 50% deposit of \$4,925.00 is required to schedule and begin the initial removal; the balance is due upon completion.
- **Payment method** — Zelle (details provided on invoice). Other arrangements available on request.
- **Recurring** — Ongoing maintenance visits are invoiced per visit, net 15 days.
- **Validity** — This estimate is valid for 30 days from the date above.

ASSUMPTIONS & EXCLUSIONS

- Pricing assumes wadeable shoreline margins with reasonable bank access to the work areas.
- 100% organic approach — no herbicides or chemical treatments are included or used, by design.
- Excludes dredging, sediment removal, lake drawdown, and fish/wildlife relocation.
- Client (City of Pine Lake) to confirm any required state/DNR coordination. The no-pesticide method keeps permitting requirements minimal — no aquatic pesticide applicator license is involved.
- Initial pass targets substantial control; complete eradication is achieved over multiple seasons via the ongoing program.

ACCEPTANCE

To proceed, please sign below and return this quote. We will follow up with a deposit invoice and a proposed start date.

Accepted by (City of Pine Lake): _____

Name / Title: _____ Date: _____

ESTIMATE

Avalon Tree Services LLC
375 Rockbridge Rd NW Ste 172-
253
Lilburn, GA 30047

info@avalontrees.com
+1 (770) 807-4444
avalontrees.com



Bill to
Bernard Kendrick-City of Pine Lake
425 Allgood Road
Pine Lake, GA 30072
United States

Ship to
Bernard Kendrick-City of Pine Lake
425 Allgood Road
Pine Lake, GA 30072
United States

Estimate details
Estimate no.: 3238
Estimate date: 07/06/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Services	Remove and haul away creeping water primroses from the lake. (The job will take approximately 5 days to complete)	1	\$15,000.00	\$15,000.00
Total						\$15,000.00

Note to customer
Thank you and have a great day!

This quote is valid for the next 30 days, after which values may be subject to change.

Accepted dateAccepted by