

**CITY OF PINE LAKE, GEORGIA
REGULAR SESSION AGENDA
FEBRUARY 27, 2024 @ 7:00PM
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 MINUTES

- Special Called Meeting – February 8, 2024
- Regular Meeting – February 13, 2024

PUBLIC COMMENTS – 3 minutes each please

OLD BUSINESS

NEW BUSINESS

1. Resolution R-03-2024 – Confirmation of Executive Session
February 8, 2024
2. Safebuilt – CPI Notification – Increase in Fee Schedule
3. Resolution R-04-2024 – FY2023 Budget Amendment – Year End Reconciliations
4. Resolution R-05-2024 – FY2024 Budget Amendment – Lease Allocation
5. Release of Claims and Covenant Not to Sue

REPORTS AND OTHER BUSINESS

- **Public Comments – 3 minutes each please**
- **Staff and Committee Reports**
 - Administration, Courts, and Public Works – City Manager
 - Public Safety – Chief of Police
- **Reports/Comments**
 - Mayor
 - City Council
- **Information for “The Pine Lake News” eblast.**

ADJOURNMENT

MAYOR
Brandy Hall

COUNCIL MEMBERS

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

ADMINISTRATIVE STAFF

ChaQuias Miller-Thornton
City Manager

Sarai Y’Hudah-Green
Chief of Police

Ned Dagenhard
Assistant City Clerk

Susan Moore
City Attorney

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
SPECIAL CALLED MEETING MINUTES
February 8th, 2024 at 7:30 PM
Council Chambers
459 Pine Drive, Pine Lake, GA

Call to Order: Mayor Hall called the Session to order at 7:31pm.

Present: Mayor Brandy Hall, Mayor Pro Tem Jean Bordeaux, Council Member Jeff Goldberg, Council Member Thomas Torrent, and Council Member Augusta Woods. Also present were City Manager ChaQuias Miller-Thornton and City Attorney Susan Moore. Assistant City Clerk Ned Dagenhard was not in attendance.

NEW BUSINESS

1. Executive Session – To authorize the settlement of any matter which may be properly discussed in executive session in accordance with paragraph (1) of Code Section 50-14-2 (O.C.G.A. § 50-14-3(b)(1)(A))

Council was briefed on the matter.

Mayor pro tem Jean Bordeaux made a motion to enter into executive session at 7:39pm; Council Member Goldberg seconded the motion; and the motion passed unanimously.

Executive Session Held

At 8:16pm, Council Member Woods made a motion to adjourn executive session and to reconvene the special called session. Mayor pro tem Bordeaux seconded the motion; the motion passed unanimously.

No action was taken out of executive session.

Adjournment: Council Member Woods motioned for adjournment at 8:17pm.

Ned Dagenhard
Assistant City Clerk

ChaQuias Miller-Thornton
Acting City Clerk

**CITY OF PINE LAKE
REGULAR MEETING MINUTES
February 13th, 2024 at 7:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA**

Call to Order: Mayor Pro Tem Jean Bordeaux called the Regular Meeting to order at 7:00pm.

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

Announcements/Communications

Mayor Pro Tem Bordeaux opened the meeting by referencing a variance application that had been filed with DeKalb County regarding a property just outside Pine Lake city limits. The Mayor Pro Tem thanked members of the public for their attention to the application and related project. The Mayor Pro Tem added that the City Manager was preparing a package for the DeKalb County Zoning Appeals Board in response to the variance request.

Adoption of the Agenda of the Day

Council Member Woods moved to adopt the agenda of the day; Council Member Torrent seconded, and the motion passed unanimously.

Adoption of the Minutes

- Regular Meeting – January 30, 2024

Council Member Torrent moved to approve the minutes from the January 30th Regular Meeting; Council Member Woods seconded, and the motion passed unanimously.

New Business

- 1. Ordinance 2024-01 - Amendment to Chapter 2, ARTICLE II, DIVISION 2 of the City of Pine Lake Code of Ordinances Regarding Council Meetings – Second Read and Adoption**

Council Member Torrent performed the second read of Ordinance 2024-01.

Council Member Woods moved to adopt Ordinance 2024-01; Council Member Torrent seconded, and the Council entered discussion.

The Mayor Pro Tem, City Council, and City Manager discussed the layout of the amended meeting structure, including when and at what frequency

**CITY OF PINE LAKE
REGULAR MEETING MINUTES
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department and Council reports would be given. The City Council also decided that the new meeting times, as well as alternating work sessions, would begin at the first meeting in March.

Mayor Pro Tem Bordeaux called for a vote; all members of the body voted in favor, and the motion carried.

Reports and Other Business

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

Please refer to the link to access the City Manager’s report dated February 13th, 2024. Please email neddagenhard@pinelakega.net to request a copy or call (404) 999- 4931 to schedule an appointment to review the copy on file.

Chief Sarai Y’Hudah-Green — Chief of Police, Public Safety

Please refer to the link to access the Police/Public Safety report dated February 13th, 2024. Please email neddagenhard@pinelakega.net to request a copy or call (404) 999- 4931 to schedule an appointment to review the copy on file.

City Council

Mayor Pro Tem Bordeaux announced that the previous afternoon, she, Council Member Woods, and City Manager Miller-Thornton attended a luncheon with the DeKalb County delegation of the Georgia General Assembly, and leaders from other municipalities in the county. The purpose of the meeting was to highlight priorities of each city, and for the Delegation to discuss how various bills before the Assembly may benefit the DeKalb cities. The Mayor Pro Tem added that some of the legislation presented deals with short-term rentals (“Air BnB”), a topical issue within the Pine Lake community and among members of Council.

Pine Lake “E Blast”

News

Changes to Time and Structure of City Council Meetings: Starting March 12th, all council meetings will be held at **6:00 PM** rather than 7:00 PM.

Meetings held on the second Tuesday of each month at **6:00 PM** will be designated as work sessions. Work sessions will include staff reports, presentations, discussion, public comment, and previewing of items expected to be on the agenda at the regular meeting. No votes will be taken at the work

**CITY OF PINE LAKE
REGULAR MEETING MINUTES
February 13th, 2024 at 7:00 PM
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session unless a special called meeting is requested.

Regular council meetings will be held on the last Tuesday of each month at **6:00 PM**. During these meetings, public comment will be heard, announcements and communications will be shared, and issues will be discussed and votes will be taken.

Upcoming Events

Saturday February 17th: Come and meet our Pine Lake Police officers at the Clubhouse 12:00 Noon – 1:00 PM, following morning officer training session.

March 12th Election: On March 12th, 2024, a special election will be held in conjunction with the 2024 Presidential Preference Primary Election, to fill the unexpired Council term of Brandy Hall which is set to expire December 31, 2025. Two candidates have qualified for this election, Tom Ramsey and Tommie Storms.

Advanced voting will be held Monday, February 19th through Friday, March 8th, 2024. For all Dates and Locations link to DeKalb County Advance Voting.

The special election will be held in the regular polling place, City of Pine Lake Clubhouse, 470 Clubhouse Drive, Pine Lake, Georgia 30072. The polls will open at 7:00 AM and close at 7:00 PM

Ongoing

The February 27th Regular Meeting will be at 7:00 PM in the Council Chambers.

Starting March 12th Council Meetings are the second and last Tuesday of each month at 6:00 PM in the Council Chambers/Courthouse at the corner of Forest and Pine. Mask at your own discretion. Council Meeting Agendas and Minutes.

Adjournment: Council Member Torrent motioned for adjournment at 7:46pm.

Ned Dagenhard
Assistant City Clerk

ChaQuias Miller-Thornton
Acting City Clerk

RESOLUTION
R-03-2024

WHEREAS, a quorum of the City Council of the City of Pine Lake, Georgia, entered into executive session on February 8, 2024 as allowed by O.C.G.A. §50-14-4 for the purpose of authorizing a settlement; and,

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

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

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

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

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

This 27th day of February, 2024.

Melanie Hammet, Mayor

ATTEST:

ChaQuias M. Thornton, Manager/Acting City Clerk



Memo

DATE: February 27, 2024
TO: Mayor and City Council
FROM: ChaQuias Thornton, City Manager
RE: Safebuilt – CPI Increase – Fee Schedule

New Business Item 2 – February 27, 2024

The Administration requests Council consideration of the attached 3.2% CPI Increase for building inspection and plan review services provided by SafeBuilt (City Building Officials).

Item History

On December 19, 2023 Council approved the FY2024 budget allocations. The allocations included an assumed CPI increase for permitting services, with revenue projections remaining constant (ie fewer permits being issued x permit services cost increasing). However, official CPI increase letter with associated fee schedule was not presented to the City until December 20, 2023 with an effective date of 1/01/2024. Although cost for the increase was anticipated and included within the FY2024 budget, there is still a requirement for Council approval of the fee schedule associated with the increase (see the schedule attached). Therefore, the administration is asking Council consideration of approval. Approval will grant execution by Mayor Hall and the document will be forwarded to Safebuilt and will also kept on file at City Hall for record.

Budgeted Revenue	\$18,265	
Budgeted Expense	\$17,500	(\$15,000 permitting services X 0.825 = \$12,375, and \$5,125 anticipated in plan review costs. Total estimated expense \$17,500). Costs are absorbed by the permit applicant except for city ordered inspections and review for city plans and facilities.

Please let me know if you should have any questions.

Thank you,

CMThornton



December 20, 2023

ChaQuias Miller-Thornton
PO Box 1325
Pine Lake, Georgia 30072

RE: Professional Services Agreement, CPI increase we discussed.

Dear ChaQuias Miller-Thornton:

As you discussed with Jessica Adkins, the above referenced contract provides that SAFEbuilt is to receive a CPI increase in the fees charged for services provided under that contract. Based on the change in the CPI that increase is 3.2%. The attached Exhibit A provides the new fee structure for services provided under the contract and will be effective with respect to all services provided on or after 1/1/2024. If I have accurately described our agreement, please sign below and send a copy of the fully executed version of this letter to [Jessica Adkins at jladkins@safebuilt.com](mailto:jladkins@safebuilt.com). If I misstated some part of our agreement, please let me know as soon as possible.

Best regards,

A handwritten signature in blue ink, appearing to read "Matthew K. Causley".

Matthew K. Causley
Chief Operating Officer
SAFEbuilt, LLC

Acknowledged and agreed:

CITY OF PINE LAKE, GEORGIA

Signature

By: _____

Title: _____

Date: _____

Exhibit A to Letter Agreement dated December 20, 2023
Effective Date: January 1, 2024

Service Fee Schedule:	
Building Official and Administration Services	\$123.42 per hour (2 hour minimum)
Flood Plan Manager Services	\$123.42 per hour (2 hour minimum)
Construction Inspection Services	
– Residential Building Permit Fees	82.5% of permit fee
– Commercial Building Permit Fees	82.5% of permit fee
City owned projects	25.8% of normal permit fee
Disaster & Emergency Response Services	No Charge
Permit Software Services	No Charge



Memo

DATE: February 23, 2024
TO: Mayor and City Council
FROM: ChaQuias Thornton
RE: Resolution R-04-2024 FY2023 Budget Amendment – Year-end Reconciliation

Please see the attached FY2023 Budget Amendment (Resolution R-04-2024), as proposed. The following amendments are presented to account for actual revenue collected and actual expenditures as encumbered during the 2023 fiscal year for the General Fund.

Major amendments (over \$1,000) and/or newly established line items are discussed within the notes shown on the attached resolution but, please feel free to inquire about any revenue or expenditures line item included in the proposed resolution.

In summary, the proposed resolution reflects a \$79,062 decrease in revenue allocation with an off-setting decrease in expenditure allocation of \$79,062 for the General Fund. A **\$27,832** return to the city's general fund balance serves to balance the transactions. All budget appropriations are pre-audit calculations.

Please let me know if you should have any questions/concerns regarding the information provided within this correspondence.

NOTE: Reconciliations are still being completed for the SPLOST, Capital Improvements and Storm Water Funds. Reports will be presented to Council as reconciliations are complete. Adjustments to these funds are held until audit completion.

Thank you,
CMThornton

RESOLUTION #R-04-2024

A Resolution of the Mayor and City Council of Pine Lake, Georgia

WHEREAS, the FY2023 local budget for the City of Pine Lake, Georgia was adopted in December 2022;
and

WHEREAS, it is necessary to amend such budget now;

THEREFORE, be is resolved by the Mayor and City Council of the City of Pine Lake, Georgia, that the following amendment to the general fund budget be made this _____day of _____, 2024.

REVENUES				
	LINE ITEM DESCRIPTION	Increase	Decrease	
100-311201	Advalorem Prior - Residential	1,196.00		
100-311600	Real Estate Transfer		1,413.00	
100-311720	Cable Franchise	1,253.00		
100-311730	Gas Franchise	1,066.00		
311700	Franchise Taxes - Other		550.00	
100-314200	Alcohol Beverage Tax		4,300.00	Alcohol Excise Tax not Received from Wholesaler Distributions
100-314205	Energy Excise Tax		329.00	
100-322100	Building Permits	9,505.00		Building/Trade and Plan Review Fees Received in Excess of Budgeted Amount
100-322110	Land Disturbance Permit	300.00		Establishment of LDP Line Item Previously Accounted for in Misc. Income
322120	Zoning Comp Review and Certificate	550.00		Establishment of Zoning Compliance Line Item Previously Accounted for in Misc. Income
322300	Sign Permit		200.00	
322700	Tree Permit	300.00		Establishment of Tree Permit Line Item Previously Accounted for in Misc. Income
345100	Building Rentals		925.00	
351100	Court Receipts	7,850.00		Increase in Fines and Forfeitures Received in Excess of Budgeted Amounts
381000	Miscellaneous Income	1,052.00		Notary/Open Records/Misc Income Received in Excess of Budgeted Amount
391100	Lease Proceeds		66,585.00	Proceeds for leaf machine not to be collected until 2024
	Fund Balance Allocation		27,832.00	Decrease in Allocation from General Fund Reserve
		23,072.00	102,134.00	(79,062.00)
EXPENDITURES				
	LINE ITEM DESCRIPTION			
ADMINISTRATION				
	511200 Regular Full-time	2,580.00		Due to mid-year establishment of Asst Clerk/train for replcmt of Admin Coordinator
	511500 Council Salaries		150.00	
	512200 FICA	261.00		
	512300 Medicare	61.00		
	512600 Workers Comp	922.00		
	521210 Legal Expenses	1,580.00		
	521220 Auditor	700.00		
	521230 Municipal Code		1,562.00	Decrease based on actual expense incurred
	521241 Permitting & Inspection	3,660.00		Increase incurred in correlation with increase in permits issued/revenue received
	522100 Cleaning Services		725.00	
	523200 Telephone/Internet	1,788.00		Increase in service costs
	523300 Advertising	589.00		
	523400 Printing and Binding	901.00		Check Stock Orders
	523700 Education and Training	1,127.00		2024 Newly Elected Officials Training expensed in Dec 2023

COURT					
1200	512100	Group Insurance		1,000.00	Decrease based on actual expense incurred
1200	521210	Legal Expenses		2,100.00	Decrease based on actual expense incurred
1200	521290	Other Professional Services	1,493.00		Increase due to excess incurred for contracted court clerk services
1200	522100	Cleaning Services		1,325.00	Decrease based on actual expense incurred
1200	522211	Computer Repair and Maintenance		150.00	
1200	522212	Copier Maintenance		200.00	
1200	522210	Equipment Repair and Maintenance		1,000.00	Decrease based on actual expense incurred
1200	523200	Telephone/Internet		300.00	
1200	531600	Small Equipment		250.00	
1200	572100	Payments to Other Agencies	4,008.00		Increase in correlation with increase in Court Receipts revenue
POLICE					
	512100	Group Insurance		2,165.00	Decrease based on actual expense incurred
	512101	Employee Benefits Other		1,000.00	Decrease based on actual expense incurred
	521210	Legal Expense		500.00	
	521499	Technology	2,400.00		Tag reader Annual 1092.00
	522210	Equipment Repair and Maintenance		1,000.00	Decrease based on actual expense incurred
	522220	Automobile Repair and Maintenance		4,000.00	Decrease based on actual expense incurred
	531210	Water/Sewer	700.00		
	531800	Uniforms		700.00	
	542200	Vehicles	300.00		Interceptor was \$300 more at time of delivery
PUBLIC WORKS					
	511200	Regular - Full-time		10,000.00	Vacancy of 1 Position for a majority of 3rd and 4th quarters
	512101	Employee Benefits Other		675.00	No submitted plan reimbursements
	523200	Telephone/Internet	440.00		
	531231	Street Lights	1,290.00		
	531800	Uniforms	500.00		
	542500	Equipment Repair and Maintenance		66,885.00	Leaf Machine delivered in 2024
RECREATION					
	511300	Regular - Part-time		2,000.00	Partial Season without Beach Monitor
	522100	Cleaning Services		4,500.00	Decrease due to change in cleaning schedule
	522230	Building Repair and Maintenance		2,000.00	Decrease based on actual expense incurred
	523200	Telephone/Internet	1,325.00		Increased service cost
	531150	Signs		1,500.00	Decrease based on actual expense incurred
			26,625.00	105,687.00	(79,062.00)
					-

Brandy Hall, Mayor

ChaQuias M. Thornton, City Manager/City Clerk

RESOLUTION #R-05-2024

A Resolution of the Mayor and City Council of Pine Lake, Georgia

WHEREAS, the FY2024 local budget for the City of Pine Lake, Georgia was adopted in December 19, 2023; and

WHEREAS, it is necessary to amend such budget now;

THEREFORE, be is resolved by the Mayor and City Council of the City of Pine Lake, Georgia, that the following amendment to the general fund budget be made this _____ day of _____, 2024.

GENERAL FUND				
	LINE ITEM DESCRIPTION	Increase	Decrease	
100-392200	Lease Proceeds	66,585.00		
	Fund Balance Allocation			
		66,585.00	0.00	66,585.00
GENERAL FUND EXPENDITURES				
	LINE ITEM DESCRIPTION			
100-1400-0000-542500	Equipment	66,585.00		
		66,585.00	0.00	66,585.00
	Sum Total			-

 ChaQuias M. Thornton
 City Manager/Acting City Clerk

Release of Claims and Covenant Not to Sue

This Release of Claims and Covenant Not to Sue ("Release") is entered into by and between the City of Pine Lake, Georgia, on behalf of itself and its employees, officers, agents and insurers individually and in their official capacities (the "City") and Shirley R. Kinsey (the "Claimant"), who resides at 579 Spruce Drive, Pine Lake, GA 30072. The City and the Claimant are collectively referred to as the "Parties".

Claimant and City acknowledge and aver as follows: Claimant's property contains a naturally occurring depressional wetland that has no hydrologic connection to the adjacent wetland or stream. Thus, the property is a known floodplain that regularly retains rainfall and overflow from other sources. The City owns and operates a concrete flume that carries runoff from an upstream area past the depressional wetland on Claimant's property. On or about December 9 and December 10, 2023, an extraordinary amount of water accumulated on the depressional wetland on Claimant's property because water overflowed from the City's flume onto Claimant's property. Since that time, other rainfall events have contributed to standing water on Claimant's property and clear weather has facilitated the evaporation of some water from it. Any and all damage caused by the December 9 and December 10, 2023 event and subsequent accumulated water on Claimant's property is referred to as the "Claim".

As consideration for the Claimant's execution of and compliance with this Release, including release of all claims against the City for any additional water being deposited on Claimant's property through the date of execution of this Release, the City agrees to have a pump temporarily installed on Claimant's property to drain additional water deposited on Claimant's property away from Claimant's property and into a stream and constructed wetland. In locations where possible, Claimant will provide power and connection for power to operate pump. Where Claimant's power is unavailable, the City will provide power through an electrical generator. In exchange for the consideration provided in this Release, the Claimant and the Claimant's heirs, executors, representatives, administrators, agents, and assigns (the "releasers") irrevocably and unconditionally fully and forever waive, release, and discharge the City, including the City's officers, employees, agents and insurers (collectively, the "Released Parties"), from any and all claims, demands, actions, causes of actions, judgments, rights, fees, damages, debts, obligations, liabilities, and expenses (inclusive of attorneys' fees) of any kind whatsoever, whether known or unknown, that Releasers may have or have ever had against the Released Parties, or any of them, arising out of, or in any way related to the Claim.

This Release shall not become effective until both Claimant and the City have approved and executed the Release. City's execution of Release is contingent upon approval by the City Council in a public meeting.

This Release and all matters arising out of or relating to this Release whether sounding in contract, tort, or statute, for all purposes shall be governed by and construed in accordance with the laws of Georgia (including its statutes of limitations) without regard to any conflicts of laws principles that would require the laws of any other jurisdiction to apply. Any action or

02.12.14

proceeding by any of the Parties to enforce this Release shall be brought only in any state or federal court located in the state of Georgia, Dekalb County. The Parties hereby irrevocably submit to the jurisdiction of these courts and waive the defense of inconvenient forum to the maintenance of any action or proceeding in such venue.

The Claimant specifically represents, warrants, and confirms that Claimant:

- (a) has not filed and will not file any claims or actions of any kind against the City with any federal, state, or local court or government administrative agency;
- (b) has comprehensive real property insurance coverage and has not sought coverage for the Claim; and
- (c) will not file any claims or actions of any kind against any other person for any damage alleged to have been caused by the Claim.

Unless specifically provided herein, this Release contains all of the understandings and representations between the City and Claimant relating to the subject matter hereof and supersedes all prior and contemporaneous understandings, discussions, agreements, representations, and warranties, both written and oral, regarding such subject matter.

No provision of this Release may be amended or modified unless the amendment or modification is agreed to in writing and signed by the Claimant and by the Mayor of the City of Pine Lake. If any provision of this Release is found by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any respect, or enforceable only if modified, such finding shall not affect the validity of the remainder of this Release which shall remain in full force and effect and continue to be binding on the Parties.

The Parties may execute this Release in counterparts, each of which shall be deemed an original, and all of which taken together shall constitute one and the same instrument.

Nothing in this Release shall be construed as an admission by the City of any wrongdoing, liability, or noncompliance with any federal, state, city, or local rule, ordinance, statute, common law, or other legal obligation. The City specifically disclaims and denies any wrongdoing or liability to Claimant.

All notices under this Release must be given in writing by personal delivery or by receipted email at the addresses indicated in this Release or any other address designated in writing by either Party. When providing written notice to the City, a copy must be provided to the City's Designated Representative and attorney at the addresses below.

Notice to City:

Mayor Brandy Hall
ChaQuias M. Thornton
PO Box 1325
Pine Lake, GA 30072

Notice to City Attorney:

Susan J. Moore
2367 N. Decatur Road
Decatur, GA 30033

02.12.14

Notice to the Claimant:

Shirley Kinsey
579 Spruce Drive
P.O. Box 1811
Pine Lake, GA 30072

If the Claimant or City breaches any terms of this Release, to the extent authorized by Georgia law, the breaching Party will be responsible for payment of all reasonable attorneys' fees and costs incurred by the other Party in the course of enforcing the terms of this Release, including demonstrating the existence of a breach and any other contract enforcement efforts.

IN WITNESS WHEREOF, the Parties have executed this Release as of the Execution Dates below.

For the City:

For the Claimant:

City of Pine Lake

Shirley Kinsey

Brandy Hall, Mayor

Date Signed: _____

Date Signed: _____

Attest:

ChaQuias M. Thornton
Acting City Clerk

Approved as to Form:

Susan J. Moore, City Attorney