

**CITY OF PINE LAKE, GEORGIA
REGULAR MEETING AGENDA
SEPTEMBER 30, 2025 @ 6:00PM
COURTHOUSE & 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

- August 27, 2025 – Regular Meeting
- September 9, 2025 – Work Session
- September 24, 2025 – Fall 2025 Planning Retreat

PUBLIC COMMENT – 3 minutes each please

CONSENT AGENDA

1. Resolution R-2025-59, Authorizing Engagement with *Sumter Local Government Consulting* for Finance Director Services

OLD BUSINESS

1. Resolution R-2025-60, Rejection of Proposal for Property Tax Relief Study by Carl Vinson Institute of Government
2. Resolution R-2025-61, Employee Group Health Insurance Renewal

NEW BUSINESS

1. Resolution R-2025-62, 2025 Local Maintenance and Improvement Grant (LMIG) Resurfacing Project

PUBLIC COMMENT – 3 minutes each please

REPORTS AND OTHER BUSINESS

- Mayor
- City Council
- Information for the Pine Lake News Blast

EXECUTIVE SESSION

ADJOURNMENT

MAYOR

Brandy Hall

COUNCIL MEMBERS

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

**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 MINUTES
August 26, 2025 at 6:00 PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA**

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

Present: Mayor Brandy Hall, Mayor pro tem Jean Bordeaux, Council Members Jeff Goldberg, Tom Ramsey, Thomas Torrent, and Augusta Woods. Also present were City Manager Stanley Hawthorne, City Attorney Chris Balch, Chief of Police Sarai Y'Hudah-Green, Public Works Director Bernard Kendrick, and Acting City Clerk Ned Dagenhard. Finance Director Danny Lamonte was not in attendance.

Announcements/Communications

Mayor Hall announced her and City Manager Hawthorne had “tag-teamed” the recent Georgia Downtown conference, receiving information on economic development tools and development authorities.

The Mayor also stated that she and other members of the Governing Authority had attended the memorial service for DeKalb County Police Officer David Rose. Council member Goldberg added that it was “really moving” to see representation from law enforcement agencies across the United States.

Mayor Hall also welcomed candidates for City Council Deborah Hull and Jane Lower, audience attendees of the Regular Meeting. Council Member Goldberg added that he and Council Member Torrent had held a Community Chat in early August to discuss running for City Council, and that “two of those people are here [as] qualified candidates.”

Adoption of the Agenda of the Day

Council Member Woods moved to adopt the Agenda of the Day; Council Member Torrent seconded.

No discussion took place.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

**CITY OF PINE LAKE
REGULAR MEETING MINUTES
August 26, 2025 at 6:00 PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA**

Adoption of the Minutes

- **July 29, 2025 – Regular Meeting**
- **August 12, 2025 – Work Session**

Council Member Ramsey moved to adopt the Minutes; Mayor pro tem Bordeaux seconded.

No discussion took place.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

New Business

1. Resolution R-2025-57, Budget Amendment – Public Works Sale of Surplus Equipment; Website/Agenda Module

Council Member Torrent moved to adopt the Resolution; Council Member Goldberg seconded.

City Manager Hawthorne explained the purpose of the budget resolution, which was to document revenue from surplus of Police and Public Works equipment and appropriate a portion of those funds for use in land development issues. Additional actions within the resolution appropriated funds for redevelopment of the City's website, and implementation of an updated agenda management tool.

Council Member Torrent noted the "net neutral" of surplus revenue and in-kind expenditures. Mayor Hall added commendation.

Council Member Goldberg expressed enthusiasm toward potential engagement of CivicPlus for website redevelopment services. Mr. Goldberg inquired about the professional services reappropriation. Acting City Clerk Dagenhard stated the line item increase would support land development investigation in the Ridge Drive "dead-end" near Ivy Road.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

**CITY OF PINE LAKE
REGULAR MEETING MINUTES
August 26, 2025 at 6:00 PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA**

2. Resolution R-2025-58, Authorizing Purchase of Website and Agenda Management Module

Mayor pro tem Bordeaux moved to adopt the Resolution; Council Member Goldberg seconded.

Acting City Clerk Dagenhard explained the process ahead regarding website redevelopment, and relayed the informal delivery date offered by CivicPlus of mid-November.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

Reports and Other Business

Council Member Torrent stated that he and Council Member Goldberg had attended a DeKalb Municipal Association (DMA) meeting, which included appointment of Mr. Torrent as the City's 2026 World Cup Committee representative. Mr. Torrent added that annexation was also discussed, and he would like to learn more. Mayor pro tem Bordeaux stated that she maintains some research data collected ahead of the City's 2024 annexation.

City Attorney Balch and City Manager Hawthorne discussed the process of annexation.

Public Works Director Kendrick provided an update on the ongoing City Hall renovation project, adding that discovery of a galvanized pipe would require an extension of the facility closure.

Mayor pro tem Bordeaux inquired about Tennis and Pickle Ball Court administration. This inquiry was supported by Council Member Ramsey and Mayor Hall, with the latter suggesting the topic for the September 9th Work Session.

Council Member Goldberg added that he had inquired during the DeKalb Municipal Association (DMA) meeting whether other cities were experiencing issues regarding under-assessment of commercial and multi-family residential properties, and that the negative response was associated with a lack of observation, with some suggesting contacting the DeKalb County Tax Commissioner's Office.

**CITY OF PINE LAKE
REGULAR MEETING MINUTES
August 26, 2025 at 6:00 PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA**

Executive Session

Council Member Torrent moved to adjourn into Executive Session for the purpose of discussing personnel at 6:29PM; Mayor pro tem Bordeaux seconded.

Mayor Hall called for a vote.

No discussion took place.

All members voted in favor, and the motion carried.

The Executive Session took place.

Council Member Torrent moved to re-enter the Regular Meeting at 7:07PM; Council Member Ramsey seconded.

Mayor Hall called for a vote.

No discussion took place.

All members voted in favor, and the motion carried.

Adjournment

Council Member Torrent moved to adjourn the Regular Meeting at 7:08PM.

Ned Dagenhard
Acting City Clerk

**CITY OF PINE LAKE
WORK SESSION MINUTES
September 9, 2025 at 6:00 PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA**

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

Present: Mayor Brandy Hall, Council Members Jeff Goldberg (*via teleconference*), Tom Ramsey, Thomas Torrent, and Augusta Woods. Also present were City Manager Stanley Hawthorne, City Attorney Chris Balch, Chief of Police Sarai Y'Hudah-Green, Public Works Director Bernard Kendrick, and Acting City Clerk Ned Dagenhard. Mayor pro tem Jean Bordeaux and Finance Director Danny Lamonte were not in attendance.

Announcements/Communications

There were no announcements or communications.

Adoption of the Agenda of the Day

Council Member Ramsey moved to adopt the Agenda of the Day; Council Member Woods seconded.

No discussion took place.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

New Business

1. Employee Group Health Insurance Renewal – Landmark Insurance, Proposal

Sara Stephens, a representative City's Employee Group Health Insurance administrator—*Landmark Insurance*—presented plan quotes for the October 1, 2025-September 30, 2026 term.

The Governing Authority and staff discussed questions regarding the history of coverage, and whether prospective changes in employee compensation would impact benefits for the 2026-2027 term.

No action was taken by Council.

**CITY OF PINE LAKE
WORK SESSION MINUTES
September 9, 2025 at 6:00 PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA**

2. Tennis and Pickle Ball Court Programming

Chief Y'Hudah Green presented a draft set of rules and regulations for the Tennis and Pickle Ball Court(s). Council Members Ramsey and Torrent, as well as Mayor Hall, presented comments regarding parking prohibition signage, policing practices, and proposed relocation of the City's bicycle rack.

No action was taken by Council.

3. Comprehensive Cost/Benefit Impact Study of a Proposed Property Tax Relief – Carl Vinson Institute of Government, Proposal

City Manager Hawthorne introduced the topic, recapitulating requests from City Council that led to an inquiry with the Carl Vinson Institute of Government (CVIG).

A discussion took place regarding the feasibility of the study, and potential alternatives for collecting the data the City Council views as necessary prior to proceeding with development of a proposed property tax relief plan.

The Clerk observed a consensus regarding rejection of the proposal presented by the Carl Vinson Institute of Government (CVIG). Other institutions, such as the Andrew Young School of Policy Studies, were discussed.

City Attorney Balch offered an outline for proceeding, which included formal rejection of the CVIG proposal, and further discussion of a project scope to be included with a Request for Quotation (RFQ). City Manager Hawthorne recommended including bookended costs associated with acceptance of any study proposals in the upcoming Fiscal Year (FY) 2026 Budget discussion.

Regarding incorporation of a property tax relief proposal within downtown development goals, Mayor Hall and Council Member Ramsey deliberated strategic priorities and identified necessary collaborators within the Georgia General Assembly.

No formal action was taken by Council.

**CITY OF PINE LAKE
WORK SESSION MINUTES
September 9, 2025 at 6:00 PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA**

Reports and Other Business

Council Member Ramsey and Public Works Director Kendrick discussed the Fire House renovation project, continued aesthetic upgrades, and security concerns.

Council Member Torrent asked Public Works Director Kendrick about the bench swings on the berm. Mr. Kendrick stated the benches had rotted planks presently being replaced with pressure-treated wood.

Council Member Goldberg asked Chief Y'Hudah-Green about an incident wherein chicken carcasses had been staged near the Clubhouse. The Chief of Police stated that the presentation, combined with the multicultural demography of central DeKalb County, had led the department to infer a ritual of some kind.

Executive Session

Council Member Woods moved to adjourn into Executive Session for the purpose of discussing personnel and potential litigation at 7:32PM; Council Member Ramsey seconded.

Mayor Hall called for a vote.

No discussion took place.

All members voted in favor, and the motion carried.

The Executive Session took place.

Council Member Torrent moved to re-enter the Regular Meeting at 7:57PM; Council Member Ramsey seconded.

Mayor Hall called for a vote.

No discussion took place.

All members voted in favor, and the motion carried.

**CITY OF PINE LAKE
WORK SESSION MINUTES
September 9, 2025 at 6:00 PM
Courthouse & Council Chambers
459 Pine Drive, Pine Lake, GA**

Adjournment

Council Member Ramsey moved to adjourn the Regular Meeting at 7:57PM.

Ned Dagenhard
Acting City Clerk

DRAFT

**CITY OF PINE LAKE
FALL PLANNING RETREAT
MINUTES
September 24, 2025 at 8:30 AM
Little Tree Art Studios
2834 Franklin Street
Avondale Estates, GA 30002**

Call to Order: Mayor Hall called the Planning Retreat to order at 8:40AM.

Present: Mayor Brandy Hall, Mayor pro tem Bordeaux, Council Members Jeff Goldberg, Tom Ramsey, Thomas Torrent, and Augusta Woods. Also present were City Manager Stanley Hawthorne, City Attorney Chris Balch, Public Works Director Bernard Kendrick, and Acting City Clerk Ned Dagenhard. Chief of Police Sarai Y'Hudah-Green was not in attendance.

Welcome/Communications

Mayor Hall welcomed all attendees, and characterized the meeting as a review of strategic priorities ahead of the Fiscal Year (FY) 2026 Budget development season. Three (3) candidates for City Council were in attendance, and the Mayor gave special welcome to them, adding thanks for their willingness to serve, as well as the note that the conversation would provide context, informing their tenure.

The candidates—Stephanie Kohler, Deborah Hull, and Jane Lowers—each introduced themselves.

The City Manager gave an introductory address, outlining the subsequent topics as being focused on collective education, followed by open discussion.

Business/Discussion Items

1. 2025 Strategic Priorities, Review

Mayor Hall yielded the floor to City Manager Hawthorne.

City Manager Hawthorne discussed each of the City Council's strategic priorities (taken from the October 2024 Planning Retreat official minutes, and outline provided by the Georgia Municipal Association (GMA)).

During review of goals applied to the Public Works Department, City Manager Hawthorne asked Public Works Director Kendrick to address community input regarding wetlands infrastructure repair, as well as environmental impact to the lake and wetlands. The Public Works Director proceeded with a report, fielding questions from the Governing Authority.

No action was taken by Council.

**CITY OF PINE LAKE
FALL PLANNING RETREAT
MINUTES
September 24, 2025 at 8:30 AM
Little Tree Art Studios
2834 Franklin Street
Avondale Estates, GA 30002**

2. Development of Emergency Operations Plan Outline

City Manager Hawthorne walked the Governing Authority through a preparatory guide for developing a local Emergency Operations Plan, authored by the Federal Emergency Management Agency. The City Manager identified preliminary staff roles and responsibilities.

A discussion took place regarding potential resident support of emergency management processes, and the City's ability to maintain certain resource reserves, such as potable water.

No action was taken by Council.

A motion for recess was made at 12:00PM.

A motion to return from recess was made at 12:49PM.

3. Discussion of Economic Development Tools

City Manager Hawthorne introduced the topic of economic development, providing presentations (see: *agenda packet*) on tax allocation districts and public art initiatives.

City Attorney Balch explained development authority options, and fielded questions regarding the nature- and goals of each type of organization, as well as board membership requirements and appointment procedures.

The Governing Authority and staff conferred next steps, which include a continued discussion of development authority "types," and consideration of a Request for Quotation (RFQ) vis-à-vis economic development consultant services.

No action was taken by Council.

Final Comments

The City Manager and members of the Governing Authority discussed revisiting the City's short term rental ordinance and fee schedule, as well as orientation for the new City Council Members following the November 4th election.

**CITY OF PINE LAKE
FALL PLANNING RETREAT
MINUTES
September 24, 2025 at 8:30 AM
Little Tree Art Studios
2834 Franklin Street
Avondale Estates, GA 30002**

Mayor Hall thanked exiting members of Council (as of December 31, 2025) for their service.

Adjournment

A motion to adjourn was made at 2:59PM.

Ned Dagenhard
Acting City Clerk



COUNCIL AGENDA MEMORANDUM (CAM)

TO: Honorable Mayor and Council Members

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

DATE: September 30, 2025

TITLE: Financial Services Contract Award

RECOMMENDATION

Approve resolution awarding a financial services contract to Sumter Local Government Consulting (LGC) for a one-year term at a monthly cost of \$5000 or \$60,000 for an annual period plus mileage reimbursement costs.

BACKGROUND

The City of Pine Lake will terminate the contract with the current provider of financial services, Business Central Solutions, LLC, on October 15, 2025. The cost of the current contract is hourly based at a rate of \$75 an hour. The projected annual cost of the current contractor based on the average monthly charge during 2025 is \$8,732 or \$104,874 for an annual period.

Sumter LGC, the recommended new contractor of financial services, will provide professional services to manage the Finance Department functions for the City of Pine Lake based on the scope of services proposal entailed below:

Sumter LGC was established in 2021 to help local governments tackle complex challenges through executive search, interim staffing, and consulting services. Sumter LGC offers decades of experience in local government, helping cities and counties tackle challenges and seize opportunities for talent acquisition, staffing enhancements, and effective problem-solving.

Sumter LGC will provide management services for the City of Pine Lake, specifically the customary duties to support the operations of a Finance Department. The professional services will be provided in accordance with industry best practices, Georgia law, Government Accounting Standards Board (GASB), and the City's Charter, Code of Ordinances, and Job Descriptions.

SCOPE OF SERVICES

1. Provide the City of Pine Lake with qualified professionals to deliver professional services to fulfill the duties of the Finance Department.

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

2. A consultant will attend Council meetings regularly, unless excused by the City Manager. It is expected that the consultant will be on site between 6-8 days per month, and may work remotely when appropriate to complete the scope of services.

3. Manage the relationship between the consultants provided by Sumter LGC and the City, addressing any issues and personnel-related matters. Sumter LGC will pay the consultants and replace them as necessary at the client's discretion.

4. The consultants assigned to this project will be independent contractors, and are not entitled to receive any "employee" benefits from the City of Pine Lake.

5. The assigned consultants will be primarily responsible for the accounting, budgeting, and reporting functions of the City. Services will include, but not be limited to the following:

- a. Reviewing and entering journal entries
- b. Preparing budget amendments and performing budget transfers
- c. Preparing monthly reports (to be presented to management and elected officials) to include, at a minimum:
 - i. Balance Sheet
 - ii. Income Statement
 - iii. Budget Variance Report

6. Pre-audit preparations and full cooperation with the City's external auditors.

7. Preparation and monitoring of the annual budget.

8. Calculation and management of the annual millage setting process.

9. Other duties, not inconsistent with the Finance Director's job description.

RESOURCE IMPACT

The monthly cost of the services enclosed is \$5000 plus mileage reimbursement costs for assigned staff on location in Pine Lake.

ATTACHMENTS

Resolution
Financial Services Contract

A RESOLUTION APPROVING THE CONTRACT AND AUTHORIZING THE MAYOR TO
EXECUTE ANY AND ALL NECESSARY DOCUMENTS WITH SUMTER LOCAL
GOVERNMENT CONSULTING FOR PROVIDING FINANCE FUNCTION SERVICES FOR
THE CITY, AND FOR OTHER PURPOSES

WHEREAS, the City of Pine Lake ("Pine Lake) is a Georgia Municipal Corporation, authorized and existing under the laws of the State of Georgia, and

WHEREAS, the Charter of the City of Pine Lake as restated in 2024, authorizes the City to contract for necessary city services, and

WHEREAS, The Administration has informed the Mayor and City Council that a change in the performance of the finance function for the City is necessary and has recommended Sumter Local Government Consulting as the new outside provider of those services,

NOW THEREFORE, the Governing Authority of the City of Pine Lake, in an open and public meeting, approves the contract with Sumter Local Government Consulting to provide services to the City to manage its finance operations and the Mayor is expressly authorized to sign and execute any and all documents necessary to carry out the intent of this Resolution, and the City Clerk, in consultation with the City Attorney, is authorized to correct any scrivener's errors in this Resolution.

ADOPTED by the Mayor and Council of the City of Pine Lake, this 30th day of September 2025.

BRANDY HALL
Mayor

ATTEST:

APPROVED AS TO FORM:

NED DAGENHARD
Acting City Clerk

CHRISTOPHER D. BALCH
City Attorney



**AGREEMENT - City of Pine Lake, GA
8/12/2025**

Proposal 2025-58 (v.1) Finance Department Services

OVERVIEW

Sumter Local Government Consulting (LGC) is pleased to provide professional services to the City of Pine Lake, GA.

Sumter LGC will provide professional services to manage the Finance Department functions for the City of Pine Lake, GA.

The proposal includes a detailed scope of work and a corresponding fee proposal.

BACKGROUND

Sumter LGC was established in 2021 to help local governments tackle complex challenges through executive search, interim staffing, and consulting services.

Sumter LGC offers decades of experience in local government, helping cities and counties tackle challenges and seize opportunities for talent acquisition, staffing enhancements, and effective problem-solving.

SCOPE OF SERVICES

Sumter LGC understands that we will provide management services for the City of Pine Lake, specifically the customary duties to support the operations of a Finance Department. The professional services will be provided in accordance with industry best practices, Georgia law, GASB standards, and the City's Charter, Code of Ordinances, and Job Descriptions.

1. Provide the City of Pine Lake with qualified professionals to deliver professional services to fulfill the duties of the Finance Department.
2. A consultant will attend Council meetings regularly, unless excused by the City Manager. It is expected that the consultant will be on site between 6-8 days per month, and may work remotely when appropriate to complete the scope of services.
3. Manage the relationship between the consultants provided by Sumter LGC and the City, addressing any issues and personnel-related matters. Sumter LGC will pay the consultants and replace them as necessary at the client's discretion.
4. The consultants assigned to this project will be independent contractors, and are not entitled to receive any "employee" benefits from the City of Pine Lake.
5. The assigned consultants will be primarily responsible for the accounting, budgeting, and reporting functions of the City. Services will include, but not be limited to the following:
 - a. Reviewing and entering journal entries
 - b. Preparing budget amendments and performing budget transfers
 - c. Preparing monthly reports (to be presented to management and elected officials) to include, at a minimum:
 - i. Balance Sheet
 - ii. Income Statement
 - iii. Budget Variance Report
6. Pre-audit preparations and full cooperation with the City's external auditors.
7. Preparation and monitoring of the annual budget.
8. Calculation and management of the annual millage setting process.
9. Other duties, not inconsistent with the Finance Director's job description.

TERM

Initial Term: 1 year, to renew automatically, unless terminated by either party, with an annual increase of 5%. Either party can terminate this agreement for any reason, at any time, with prorated fees owed to the consultant up to the termination date.

PRICING

<u>FEES FOR PROFESSIONAL SERVICES</u>	<u>FEE TYPE</u>	<u>Rate</u>
Professional services rendered for finance department services. Client is invoiced on the 1 st of each month.	Monthly	\$5,000
Reimbursement of mileage at the IRS rate (currently \$.70 per mile)	Per Mile	\$0.70

Agreed to by Sumter Local Government Consulting,

Warren Hutmacher

Warren Hutmacher, President
Sumter Local Government Consulting

Approved and accepted by the City of Pine Lake, GA:

Signature

Name and Title

Date: _____



COUNCIL AGENDA MEMORANDUM (CAM)

TO: Honorable Mayor and Council Members

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

DATE: September 30, 2025

TITLE: Rejection of Proposal for Property Tax Relief Study

RECOMMENDATION

Approve resolution rejecting the proposal for a Comprehensive Cost/Benefit Impact Study of a Proposed Property Tax Relief Program by the Carl Vinson Institute of Government based on cost; and further consideration of solicitation of proposals.

BACKGROUND

At its July 8, 2025 Work Session, the City Council of Pine Lake reached a consensus to move ahead with a study of a senior property tax relief proposal. Staff prepared a request for proposal solicitation document that would provide the City with a proposal to conduct such a study including an estimated cost and timeline by the University of Georgia, Carl Vinson Institute of Government, Government Research and Services Division.

Major sections of the request for proposal included but were not limited to the following:

1. Introduction

The City of Pine Lake, Georgia is seeking a proposal from the University of Georgia, Carl Vinson Institute of Government, Government Research and Services Division to conduct a comprehensive cost/benefit study of a proposed property tax relief program aimed at assisting senior citizen property owners within the City of Pine Lake. The goal of this study is to provide a detailed analysis of the financial and social impacts of implementing such a program, informing policy decisions and ensuring its effectiveness and sustainability.

2. Background

Property taxes can represent a significant financial burden for senior citizens, many of whom live on fixed incomes. While Georgia and DeKalb County offers some property tax exemptions for seniors, such as an additional exemption for those 65 or older who meet income limitations and qualify for the homestead exemption, further relief options are being considered. This study addresses the need for a thorough evaluation of the potential costs and benefits of a new program to provide additional property tax relief to senior citizen homeowners in Pine Lake, Georgia.

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

3. Scope of work

Review existing senior property tax relief programs: Analyze the effectiveness, eligibility criteria, and impacts of current senior citizen exemptions in DeKalb County and the State of Georgia.

Identify and analyze various property tax relief models as a basis of comparison to the proposal made by Council Member Tom Ramsey: Explore different program structures, such as tax credits, deferrals, homestead exemptions tailored for seniors, or other mechanisms, taking into account factors like income thresholds, property value limits, and the possibility of indexing such limits to inflation.

At its September 9, 2025 Work Session, the City Council discussed the proposal received from the Carl Vinson Institute of Government based on the cost of the proposal while also discussing other options for proceeding with a potential study.

RESOURCE IMPACT

While there is no cost impact for the rejection of the current proposal from the Carl Vinson Institute of Government, a budget amendment will be necessary if the City Council determines it wishes to proceed with a solicitation in the furtherance of a Property Tax Relief Program Study.

ATTACHMENTS

Resolution

Request for Proposal from City of Pine Lake

Proposal Response from Carl Vinson Institute of Government

A RESOLUTION AUTHORIZING THE CITY MANAGER OR THEIR DESIGNEE TO REJECT SOLE SOURCE VENDOR PROPOSAL SUBMITTED BY THE CARL VINSON INSTITUTE AS AUTHORIZED BY COUNCIL DIRECTION FOR THE CONDUCT OF A FEASIBILITY STUDY OF AN ADDITIONAL SENIOR CITIZEN AD VALOREM TAX EXEMPTION, TO AUTHORIZE THE SUBMISSION TO THE PUBLIC OF A NEW REQUEST FOR PROPOSALS FOR THE SAME PURPOSES

WHEREAS, On or about July 8, 2025, the Governing Authority directed the City Manager to obtain a proposal from the Carl Vinson Institute for the purpose of providing information and data to the City Council on the fiscal impact of a new property tax exemption applicable to citizens over the age of 65 and with our without income limits; and

WHEREAS, The City received and discussed that proposal at its September 9 Work Session; and

WHEREAS, The Proposal came in at a price of \$42,529; and

WHEREAS, The Governing Authority still desires to conduct the study sought by the City from the Carl Vinson Institute for Government; and

WHEREAS, the Governing Authority has been provided data and a scope of work for which bids and proposals will be sought,

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 the sole source proposal offered by the Carl Vinson Institute of Government, and

BE IT FURTHER RESOLVED, that the City Manager or their designee shall prepare and publish to the public a new solicitation in conformity with the Background and Scope of Work detailed in the Council Action Memorandum attached to this Agenda Item.

ADOPTED by the Mayor and Council of the City of Pine Lake, this 30th day of September, 2025.

BRANDY HALL
Mayor

ATTEST:

APPROVED AS TO FORM:

NED DAGENHARD
Assistant City Clerk

CHRISTOPHER D. BALCH
City Attorney

Request for Proposal: Cost/Benefit Study of a Proposed Property Tax Relief Program for Senior Citizen Property Owners in Pine Lake, Georgia

1. Introduction

The City of Pine Lake, Georgia is seeking a proposal from the University of Georgia, Carl Vinson Institute of Government, Government Research and Services Division to conduct a comprehensive cost/benefit study of a proposed property tax relief program aimed at assisting senior citizen property owners within the City of Pine Lake. The goal of this study is to provide a detailed analysis of the financial and social impacts of implementing such a program, informing policy decisions and ensuring its effectiveness and sustainability.

2. Background

Property taxes can represent a significant financial burden for senior citizens, many of whom live on fixed incomes. While Georgia and DeKalb County offers some property tax exemptions for seniors, such as an additional exemption for those 65 or older who meet income limitations and qualify for the homestead exemption, further relief options are being considered. This study addresses the need for a thorough evaluation of the potential costs and benefits of a new program to provide additional property tax relief to senior citizen homeowners in Pine Lake, Georgia.

3. Scope of work

Review existing senior property tax relief programs: Analyze the effectiveness, eligibility criteria, and impacts of current senior citizen exemptions in DeKalb County and the State of Georgia.

Identify and analyze various property tax relief models as a basis of comparison to the proposal made by Council Member Tom Ramsey: Explore different program structures, such as tax credits, deferrals, homestead exemptions tailored for seniors, or other mechanisms, taking into account factors like income thresholds, property value limits, and the possibility of indexing such limits to inflation.

- A. Determine eligibility criteria: Evaluate various approaches to define eligible senior citizens, including potential age and income requirements, considering the impact of household income on eligibility.
- B. Estimate program costs: Quantify the financial impact on the City of Pine Lake, Georgia in terms of lost tax revenue, legal and administrative expenses associated with implementing and managing the program, and any other relevant costs.
- C. Assess program benefits: Evaluate the potential benefits for senior citizen property owners, including reduced tax burdens, increased disposable income, enhanced financial stability, and the potential to remain in their homes.
- D. Consider broader economic and social impacts: Analyze potential ripple effects on the local economy, property values, and community well-being, while acknowledging that a

thorough evaluation needs to go beyond economic efficiency to include social values and community needs.

- E. Develop a financial model: Create a model to project the financial implications of different program scenarios over a defined timeframe (e.g., 5, 10, 20 years), accounting for factors like the number of eligible seniors, property value changes, and inflation.
- F. Conduct sensitivity analysis: Evaluate the robustness of the findings by analyzing how the results change under different assumptions about key variables, such as the small size of the Pine Lake community, participation rates, income levels, and property value appreciation, to assess the uncertainty associated with cost/benefit estimates.
- G. Review and outline tax benefits offered to senior citizens by The One Big Beautiful Bill Act (OBBBA) recently passed by the 119th United States Congress.
- H. Prepare a comprehensive report: Present the study findings in a detailed report with clear conclusions, actionable recommendations, and a summary of the cost/benefit analysis, addressing both quantifiable and qualitative considerations.

4. Proposal Requirements

- A. Executive Summary: A concise overview of the proposed approach and key qualifications.
- B. Understanding of the Project: Demonstrate a clear understanding of the project objectives and the specific challenges associated with evaluating property tax relief programs for seniors.
- C. Methodology and Work Plan: Detail the proposed methodology for conducting the cost/benefit analysis, including data collection, analysis techniques, and the steps involved in completing each task described in the Scope of Work, emphasizing the importance of comprehensive analysis beyond conventional welfare economics.
- D. Deliverables: Specify the expected deliverables, including the format and timing of interim reports, presentations to the Pine Lake staff and elected officials, and the final comprehensive report.
- E. Timeline: Provide a realistic timeline for completing the project, including key milestones and deadlines.
- F. Team Qualifications: Provide resumes and relevant experience of the project team, highlighting expertise in public policy analysis, economics, property tax systems, and demographic studies.
- G. Cost Proposal: Provide a detailed breakdown of the project costs, including personnel costs, expenses, and any other relevant fees.



PROPOSAL FOR SERVICES

City of Pine Lake, Georgia

Draft Proposal for Technical Assistance

August 18, 2025

Background and Purpose

This proposal is responsive to and in support of the City of Pine Lake's desire to explore the fiscal impact of senior property tax exemptions for the municipality. The primary focus of this analysis is to estimate the current and future impact of implementing a property tax exemption for seniors that would reduce the municipal portion of the property tax bill for eligible seniors. This applied research will focus on alternative design structures for a property tax exemption and create a simulation model that looks at how these alternatives could impact current and future property tax revenues for the city. This analysis will not recommend a course of action, but will highlight potential fiscal impacts of implementing a municipal property tax exemption for seniors.

The research will be conducted by the Carl Vinson Institute of Government's (CVIOG) Local Government Unit with research support from other faculty and staff across the Institute.

Scope of Work

Institute of Government faculty and research professionals will develop a simulation model for Pine Lake using property tax data at the parcel level to identify and model alternative scenarios for property tax exemptions. With the developed model we will then be able to run a large number of sample scenarios to estimate the likely fiscal impact in terms of forgone revenue for the city. As part of the analysis, we will estimate changes in housing stock over the next five years.

Key Tasks

1. Kick off meeting to initiate project and agree upon alternative tax exemption scenarios.
2. Analyze and model current and future housing stock to ensure accurate housing stock estimates.
3. Analyze and model parcel level data to forecast property tax revenue impact of alternative exemption scenarios.
4. Prepare report with findings of simulations of alternative property tax exemption scenarios.
5. Make a final presentation to the City Council.

The study will not recommend a specific course of action, but will provide elected officials and city management with data to inform their decision making.

The scope of work proposed here will analyze data provided by the City of Pine Lake and Dekalb County. The Institute of Government and the City of Pine Lake will cooperate in guiding project evolution and direction. Status updates will be provided regularly, and City of Pine Lake representatives will be able to review and respond to report drafts. Both the City of Pine Lake and the Institute of Government understand that the scope of work may be amended based upon research findings.

Deliverables

The project will result in a final report containing a description of the analytical approaches employed and the results of the simulations. Additionally, the report will document key assumptions made in conducting the analysis.

Project Timeline and Cost

The Institute of Government foresees this project beginning upon receipt of a final contract signed by all parties. The Institute of Government proposes to complete the project for a flat fee of \$42,529. Dependent upon data provision, the estimated completion time is 6 months after the contract is signed.

Capabilities of the Vinson Institute

The mission of the Institute of Government is to improve governance and the lives of people in Georgia. In carrying out this mission, the Institute can call on the wide-ranging knowledge base of the University of Georgia as well as on 90 years of direct service experience in providing technical assistance, training, research, and policy analysis to local and state governments in Georgia. The Institute of Government is among the most highly-rated university-based organizations designed specifically to span the gap between best practices research and the existing practice of government. The proposed researchers for this project:

Rex L Facer II is the Unit Manager of the Local Government Unit at the Carl Vinson Institute of Government. He is an internationally recognized expert in local public finance and human resource management. He has published in leading Public Administration journals and authored many applied research reports. Dr. Facer had been working with local governments on various feasibility studies as a consultant for more than 10 years. Prior to joining the Institute, Dr. Facer taught for 20 years in the Master of Public Administration Program at Brigham Young University and worked for the Institute of Government as a research professional on applied local government technical assistance projects. Dr. Facer has also worked at the federal and state level. The President appointed Dr. Facer to serve on the Federal Salary Council where he served from 2010 to 2017. He was also appointed by the Governor to serve as the inaugural chair of the Utah Independent Redistricting Commission. Dr. Facer has a Ph.D. from the University of Georgia.

Tommie Shepherd is a Public Service Associate with the Carl Vinson Institute of Government. Tommie Shepherd provides economic analysis and econometric modeling of tax policy and economic

development issues. He also conducts feasibility studies related to the development/redevelopment of local government assets and public-private partnerships.

Prior to joining the Institute for Government, he served as an agribusiness economist and business development specialist in the University of Georgia's Center for Agribusiness and Economic Development and Department of Agricultural and Applied Economics. He has served as an economist with the USDA's Agricultural Marketing Service, where he was responsible for policy analysis and price forecasting. He has also served as an economist in the insurance industry, banking industry, and has taught microeconomics, macroeconomics, statistics, and finance.

For additional information please contact:

Rex L Facer II
Head, Local Government Unit
rex.facer@uga.edu
706.542.4229 office
762.402.4987 cell



COUNCIL AGENDA MEMORANDUM (CAM)

TO: Honorable Mayor and Council Members

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

DATE: September 30, 2025

TITLE: Employee Group Health Insurance Renewal

RECOMMENDATION

Approve resolution renewing health insurance services with Anthem (Blue Cross/Blue Shield), the City's current provider of health insurance, for the October 1, 2025-September 30, 2026 term.

BACKGROUND

On an annual basis, the City's health insurance administrator, *Landmark Insurance*, negotiates health benefit quotes on behalf of the Pine Lake Municipal Government. The resulting quotes consider market rates, any claims filed during the previous year, as well as the City's history of engaging with particular insurers. To the latter factor, loyalty may result in a lower rate-of-increase year-over-year.

There were two responses to negotiations for the 2025-2026 term:

- Anthem (Blue Cross/Blue Shield)
An annual cost of \$90,794.52, a 4.0% increase relative to the 2024-2025 term.
- Angle (Aetna)
An annual cost of \$77,292.36, an 11.5% decrease relative to the 2024-2025 term.

The main variable considered is Angle being "new to market," presenting a potentially higher rate increase for the 2026-2027 term, with no guarantee of a competitive alternative or loyalty benefit.

There was no increase associated with the City's vision and dental insurance provider, Humana; therefore, *Landmark Insurance* elected not to go to market.

RESOURCE IMPACT

Adoption of the resolution will result in an increase of \$3,491.64 to the *Group Insurance* (100.xx00.0000.512100) line item across departments with an incremental impact amount of \$872.91 to the fiscal year (FY) 2025 budget; an amount of \$2,618.73 will be included as the incremental impact in the FY 2026 budget.

ATTACHMENTS

Resolution
2025 Health Insurance Plan Proposals

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

A RESOLUTION APPROVING THE CONTRACT AND AUTHORIZING THE MAYOR TO
EXECUTE ANY AND ALL NECESSARY DOCUMENTS FOR THE ACQUISITION AND
PROVIDING OF HEALTH INSURANCE SERVICES FOR EMPLOYEES OF THE CITY AND
FOR OTHER PURPOSES

WHEREAS, the City of Pine Lake ("Pine Lake) is a Georgia Municipal Corporation, authorized and existing under the laws of the State of Georgia, and

WHEREAS, the Charter of the City of Pine Lake as restated in 2024, authorizes the City to contract for necessary city services, and

WHEREAS, the Administration has obtained and communicated a recommendation for the health insurance provider for 2026, and

WHEREAS, the City's current employee group vision and dental insurance provider, Humana, did not alter their plan costs for the October 1, 2025-September 30, 2026 term, and

WHEREAS, the Governing Authority expressly finds that providing quality health insurance for employees is an essential part of obtaining and retaining qualified and exceptional candidates for employment for the City;

NOW THEREFORE, the Governing Authority of the City of Pine Lake, in an open and public meeting, approves the contract with Anthem/Blue Cross Blue Shield and Humana for the period October 1, 2025 to September 30, 2026, that the Mayor is authorized to sign any and all documents necessary to give effect to this resolution, and the Acting City Clerk is authorized, in conjunction with the City Attorney, to correct any scrivener's errors in this Resolution.

ADOPTED by the Mayor and Council of the City of Pine Lake, this 30th day of September 2025.

BRANDY HALL
Mayor

ATTEST:

APPROVED AS TO FORM:

NED DAGENHARD
Acting City Clerk

CHRISTOPHER D. BALCH
City Attorney

City of Pine Lake



Effective: 10/01/2025

		Current		Renewal
		Anthem		Angle
Plan Benefit Summary		A0RY	856M	ANG TRAD 2000 4000
Annual Deductible		\$2,500	\$2,500	\$2,000
Primary Copay		\$30 Copay	\$30 Copay	\$20 Copay
Specialist Copay		\$70 Copay	\$70 Copay	\$50 Copay
Coinsurance (In/Out)		90%	90%	80%
Out of Pocket Max		\$4,500	\$4,500	\$4,000
Emergency Room		\$350 Copay plus Deductible & Coinsurance	\$350 Copay plus Deductible & Coinsurance	\$250 Copay plus Deductible & Coinsurance
Urgent Care		\$70 Copay	\$70 Copay	\$75 Copay
Hospital		Deductible & Coinsurance	Deductible & Coinsurance	Deductible & Coinsurance
Preventive Care		No Charge	No Charge	No Charge
Rx Deductible		None	None	None
Rx Tier 1		\$10 Copay	\$10 Copay	\$20 Copay
Rx Tier 2		\$60 Copay	\$60 Copay	\$60 Copay
Rx Tier 3		\$90 Copay	\$90 Copay	\$85 Copay
Rx Tier 4		20% Coinsurance	20% Coinsurance	20% Coinsurance
RATES		Anthem		Angle
Employee	9	\$808.36	\$840.69	\$715.67
Employee & Spouse	0	\$1,697.56	\$1,765.45	\$1,502.91
Employee & Child(ren)	0	\$1,576.30	\$1,639.35	\$1,359.78
Family	0	\$2,465.50	\$2,564.10	\$2,218.59
MONTHLY COST		\$7,275.24	\$7,566.21	\$6,441.03
ANNUAL COST		\$87,302.88	\$90,794.52	\$77,292.36
Increase/Decrease			4.0%	-11.5%



COUNCIL AGENDA MEMORANDUM (CAM)

TO: Honorable Mayor and Council Members

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

DATE: September 30, 2025

TITLE: 2025 Local Maintenance and Improvement Grant (LMIG) Resurfacing Project

RECOMMENDATION

Approve resolution accepting a contract with Construction 57, Inc. for the resurfacing of City roadways at a cost of \$363,125, which includes partial funding from the Local Maintenance and Improvement Grant (LMIG) Program.

BACKGROUND

The State of Georgia through the Department of Transportation (GDOT) administers the Local Maintenance and Improvement Grant Program (LMIG) to provide funds to cities and counties for the purpose of improving and maintaining local streets and rights of way. On January 28, 2025, the City Council approved the application by the City for funds authorized by this grant program. The roads to be resurfaced will be Lakeshore Drive (from Park Drive to Spruce Drive), Spring Drive (from Lakeshore Drive to Rockbridge Road), and Poplar Road (from Spring Drive to Rockbridge Road).

The Administration released draft bid documents for qualified contractors to respond and offer to provide services that would be funded by the LMIG program on June 24, 2025. The bids received were not acceptable and the City Council authorized the rejection of all LMIG bid proposals on July 29, 2025.

The project's scope was adjusted to align with budgetary constraints. The City released a new Request for Proposals on July 3, 2025 with proposals received on August 14, 2025. Two responsive vendors submitted proposals:

Construction 57, Inc	\$ 363,125.00
Shepco Paving, Inc	\$ 383,104.75
A&S Paving	NO SUBMITTAL
Triple R Paving	NO SUBMITTAL

RESOURCE IMPACT

Funding for this project is appropriated within the Small Cities Fund, account 300.0000.0000.521290.

ATTACHMENTS

Resolution
Bid tabulation summary

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

**A RESOLUTION APPROVING THE ACCEPTANCE OF A CONTRACT WITH
CONSTRUCTION 57, INC. AUTHORIZING THE MAYOR TO EXECUTE ANY AND
ALL NECESSARY DOCUMENTS OR CONTRACTS FOR THE PERFORMANCE OF
LOCAL MAINTENANCE AND IMPROVEMENT GRANT PROGRAM PROJECTS**

WHEREAS, The State of Georgia through the Department of Transportation (“GDOT”) administers the Local Maintenance and Improvement Grant Program (“LMIG”) to provide funds to cities and counties for the purpose of improving and maintaining local streets and rights of way; and

WHEREAS, On January 28, 2025, the City Council approved the application by the City for funds authorized by this Grant Program; and

WHEREAS, The Administration released draft bid documents for qualified contractors to respond and offer to provide services that would be funded by the LMIG program on June 24, 2025;

WHEREAS, The bids received were not acceptable and the City Council authorized the rejection of all LMIG bid proposals on July 29, 2025;

WHEREAS, The City released a new Request for Proposals on July 3, 2025 with 2 responsive bids;

NOW THEREFORE, BE IT RESOLVED by the Governing Authority of the City of Pine Lake, Georgia, the contract with Construction 57, Inc. is approved and the Mayor is authorized to execute any and all necessary documents to give effect to this Resolution, and the City Clerk, in consultation with the City Attorney, to correct any scriveners errors in this resolution.

ADOPTED by the Mayor and Council of the City of Pine Lake, this 30h day of September 2025.

BRANDY HALL

Mayor

ATTEST:

APPROVED AS TO FORM:

NED DAGENHARD

Assistant City Clerk

CHRISTOPHER D. BALCH

City Attorney



P.O. Box 1325| Pine Lake, GA| 30072
(404) 999-4901

Final Tabulation

Solicitation: 2025 LMIG PROGRAM REPOST

Open Date: AUGUST 14, 2025

Open Time: 2:00 PM (EST)

	COMPANY NAME	BID AMOUNT	MINORITY CLASS		PREVIOUS CITY WORK	
	SHEPCO PAVING, INC	\$383,104.75	N		N	
	CONSTRUCTION 57	\$363,125.00	Y		Y	
	TRIPLE R PAVING, INC	NO SUBMITTAL	Y		Y	
	A&S PAVING, INC	NO SUBMITTAL	N		N	

A “Minority Business Enterprise” (MBE) is a business which is an independent and continuing operation for profit, performing a commercially useful function, which is owned and/or controlled by one or more minority group member(s).

(1) African American Business Enterprise (AABE) (2) Hispanic Business Enterprise (HBE)

(3) Female Business Enterprise (FBE) (4) Asian Business Enterprise (ABE)

(5) Native American Business Enterprise (NABE) (6) Minority Veteran (MV)

An “Owned” is a minority or female owner which possesses an ownership interest 51% of the business.

A “Controlled” is a minority or female which possess and exercise the legal authority and power to manage business assets, good will and daily operations of the business and actively and continuously exercise such managerial authority and power in determining the policies and directing the operations of the business.