

**CITY OF PINE LAKE  
AGENDA AMENDED**

**January 12, 2021**

**7:00 PM**

**VIA ZOOM**

---

Call to Order

Announcements/Communication

Adoption of Agenda

**CONSENT AGENDA**

Adoption of the City Council Meeting Minutes for December 29, 2020.

**PUBLIC HEARING**

The purpose of this initial public hearing is to brief the community on the process to be used to develop the 2021 Comprehensive Plan, provide an opportunity for public participation in development of the plan and to obtain input on the proposed planning process.

**OLD BUSINESS**

COVID-19 Pandemic Report – Mayor Hammet

**NEW BUSINESS**

Appointment of Mayor Pro tempore

Appointment of City Attorney

Appointment of Municipal Court Judge

Consideration of Public Art Proposal

The Municipal Arts Panel (MAP) recommends consideration of a public art proposal from Cindy Brown.

Adoption of Resolution Confirming Executive Session of December 29, 2020.

Adoption of Resolution for Designated Representatives for Bank Accounts

Public Comments

Reports and Other Business

Overview of Executive Sessions by City Council – City Attorney Susan Moore  
Other – Mayor and City Council

**EXECUTIVE SESSION**

Real Estate Matters

Adjournment

Residents can access this meeting by calling:

Conference line 1 929-205-6099

Meeting ID 967 0462 7805

**CITY OF PINE LAKE  
CITY COUNCIL MEETING MINUTES  
December 29, 2020  
7:00 PM  
VIA ZOOM**

---

**Call to Order Call to Order-** Due to technical issues the meeting was called to order at 7:06 pm by Mayor Melanie Hammet.

Present – Mayor Melanie Hammet, Mayor Pro-Tem Jean Bordeaux and Council members Brandy Beavers, Tracey Brantley and Augusta Woods. Also present were Acting City Administrator Peggy Merriss, Administrative Assistant Missye Varner, City Attorney Susan Moore and Chief Sarai Y’Hudah-Green. Council member Brandy Hall was not in attendance.

**AGENDA ADOPTION**

On motion by Council member Woods; seconded by Mayor Pro-Tem Bordeaux, the Agenda was approved unanimously.

**ANNOUNCEMENTS/COMMUNICATION**

- Mayor Hammet announced that she was thankful that during the past year that communications during the pandemic got out to the community and thanked residents Megan Pulsts and Stephanie Spiller for their assistance during the year.
- Mayor Hammet provided information regarding Georgia Power’s removal of trees during the Rockbridge Road Project and that only two trees will be removed instead of five. The Mayor also announced that the transmission pole will be relocated closer to Rockbridge Road.

**CONSENT AGENDA**

Adoption of the City Council Meeting Minutes for December 8, 2020 and City Council Special Called Meeting Minutes for December 22, 2020.

On motion by Council member Woods; seconded by Mayor pro tem Bordeaux, the Consent Agenda was approved unanimously.

**OLD BUSINESS - COVID-19 Pandemic Report**

Mayor Hammet did not have a report because she was unable to participate in the weekly Georgia Mayors’ call but stated that COVID-19 was alive and mutating. She encouraged all to continue to practice safety measures.

**NEW BUSINESS**

Adoption of Revised 2020 Budgets and Proposed 2021 Budgets

Council member Beavers commented on court fines and fees and stated that she does not believe that they should be in the operating general fund. Council member Beavers recommended a conversation in the future about a policy change.

On a motion by Mayor pro tem Bordeaux; second by Council member Hall; the Budget Resolution and the Revised 2020 Budgets and the Proposed 2021 Budgets were adopted as amended to correct a typographical error in the Municipal Court Agency Fund, with Mayor pro tem Bordeaux and Council members Brantley and Woods voting "aye" and Council member Beavers voting "no."

### **PUBLIC COMMENTS**

Shirley Kinsey, resident, expressed thanks to Mayor and Council for the changes to the budget and shared Council member Beaver's concerns. She also commented that from an accounting perspective clarity and transparency needed to be added.

Cindy Brown, resident, thanked council for lowering fees amounts that is expected to be received and said that she's in agreement with Council member Beavers.

### **MAYOR'S COMMENTS**

Mayor Hammet extended comments and thanks to:

- Council and Ms. Merriss for their hard work on the budget
- An apartment property owner that gave a sizable contribution to the food bank. She also stated that the owner has been carrying his residents financially for three months due to the pandemic
- Ms. Varner, Chief Green and Mayor pro tem Bordeaux for their hard work during the pandemic
- Resident Tom Ramsey for his work with the food bank and the residents that assisted him
- Council members Beavers, Brantley, Hall and Woods for their work and for working together in 2020
- Ms. Merriss for her work on the 2021 budget and for providing greater transparency and restructuring the budget

### **COUNCIL COMMENTS**

Mayor Pro Tem Bordeaux thanked Mayor Hammet for her leadership and untiring efforts in getting things done and figuring them out.

Police Chief Green commented that the City government is a Dream Team and that it is not the quantity of the team or City but the quality and that everything is in sync. Chief Green expressed that the City experienced some of its worst days especially as it relates to the pandemic. She also commented that having the expertise of Ms. Merriss as Acting City Administrator had been very helpful and that she felt hopeful and purposeful for the future.

Mayor Hammet commented that freshman Council Members Beavers and Brantley came into office during the global pandemic but that they have been working nonstop and have risen to the challenge during their first year as elected officials.

### **ADJOURNMENT**

At 7:29 pm Mayor Pro Tem Bordeaux motioned to move into Executive Session for legal matters; 2<sup>nd</sup> by Council member Woods and was approved unanimously.

**EXECUTIVE SESSION - Legal Matters**

Mayor Pro Tem Bordeaux motioned to adjourn from Executive Session for legal matters and return to open session; 2<sup>nd</sup> by Council member Woods and was approved unanimously.

Mayor Pro Tem Bordeaux motioned to accept and approve a settlement offer to the City of Pine Lake in the amount of \$28,721 for damage claims; seconded by Council member Woods and was approved unanimously.

Council member Brantley motioned to adjourn the meeting; seconded by Council member Beavers and was approved unanimously.

---

Missye Varner, Administrative Coordinator

DRAFT

# CITY OF PINE LAKE 2021 COMPREHENSIVE PLAN UPDATE

1<sup>ST</sup> PUBLIC HEARING – JANUARY 12, 2021

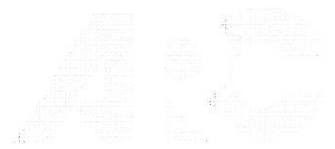
Comprehensive Planning Services



An aerial photograph of a rural landscape, showing a mix of agricultural fields, wooded areas, and some buildings. The image is in black and white and has a grainy, halftone-like texture. A semi-transparent dark grey horizontal band is overlaid across the middle of the image, containing the title text.

# **INTRODUCTION & OVERVIEW**

# WHY DO WE PLAN?





## BACKGROUND | COMPREHENSIVE PLANNING SERVICES

- ARC Primary Role: coordinating regional & state reviews
- Major Updates: every 10 years, minor update at 5-year mark
- Local planning rules complex:
  - Data-heavy/one-size fits all
  - 3 deliverables
  - Challenging & expensive

**2012**  
*Rules Revised*

- ARC Primary Role: provide assistance if requested
- Updates every 5 years
- Emphasis on flexibility, customization, & usability:
  - Required elements + menu of optional elements
  - Simplified deliverable (1 vs. 3)

*BEFORE*

*AFTER*

# PROCESS | REQUIRED PLAN ELEMENTS

*REQUIRED  
FOR ALL*



VISION &  
GOALS

NEEDS &  
OPPORTUNITIES

COMMUNITY  
WORK  
PROGRAM

BROADBAND  
SERVICES

*REQUIRED  
FOR SOME*



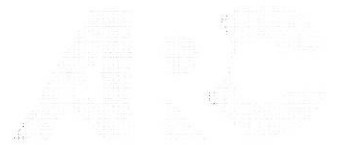
CAPITAL  
IMPROVEMENTS  
ELEMENT

LAND USE

ECONOMIC  
DEVELOPMENT

TRANSPORTATION

HOUSING



## PROCESS | OPTIONAL PLAN ELEMENTS

TARGET  
AREAS

PUBLIC  
SAFETY

GREENSPACE  
OR RECREATION

EDUCATION

HUMAN  
SERVICES

NATURAL  
RESOURCES

INTER-GOVT  
COORDINATION

SOLID WASTE  
MANAGEMENT

INFRASTRUCTURE  
& FACILITIES

COMMUNITY  
SUSTAINABILITY

HISTORIC &  
CULTURAL  
RESOURCES

DISASTER  
RESILIENCE





# TIMELINE

## TENTATIVE SCHEDULE | NOVEMBER-DECEMBER

- Sign & execute MOA
- Initial meeting with local staff to identify:
  - Strengths/weaknesses of existing plan
  - Issues emerging in last 5 years
  - Sensitive topics? i.e. elections, community concerns
  - Public engagement considerations

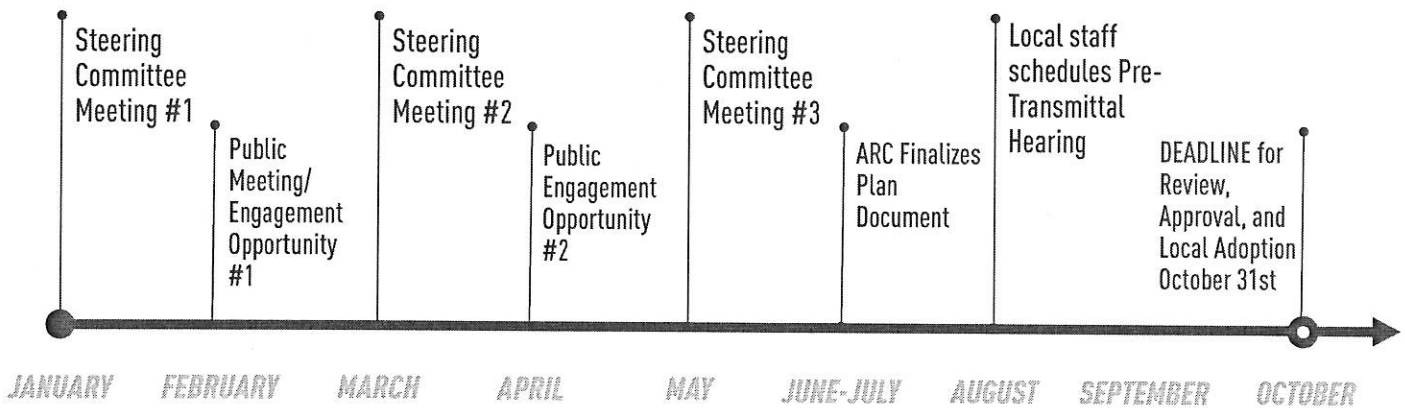
- Up-front data work (ARC)
- Review & begin editing last plan (ARC)
- Assemble steering committee
- Review CWP & evaluate status to inform ROA & new CWP
- Schedule "First Required Public Hearing," i.e. kickoff

*NOVEMBER*

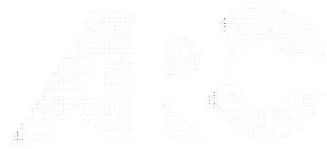
**2020**

*DECEMBER*

# TENTATIVE SCHEDULE | NOVEMBER-DECEMBER



2021



A black and white photograph of a lake. In the foreground, the bow of a boat is visible on the left. The water is calm, reflecting the sky and the trees on the far shore. The background is a dense line of trees under a light sky. The word "QUESTIONS?" is printed in a bold, white, sans-serif font in the center of the image.

**QUESTIONS?**

TO: Mayor Melanie Hammet and Pine Lake City Council

FROM: Wanda Cooley

RE: MAP Approval of Exhibitor Application for Public Art Project

The Exhibitor Application submitted by Cindy Brown, based on her porch portrait project completed during the pandemic, was reviewed and enthusiastically approved by the Municipal Arts Panel (MAP). MAP could not recommend the level of funding for this project since they did not yet know the 2021 budget for MAP.

Some comments from MAP in support of the project:

"What I like about this project is it not only supports ART, it also showcases our community and helps us, hopefully, feel more connected during this time of social distancing. As far as the funding goes, that's really up to what is in the 2021 budget, which I do not have those numbers."

Diane Durrett, MAP Chair

"This sounds awesome and Cindy has a great project that I am following and support. The budget appears to be more or less at the cost of printing, so it is fair to the city. It's also keeping the theme local, too. I would vote yes."

Robert Witherspoon

Notes:

- A maintenance form has been completed to request repair of the fence to be used.
- The number of porch portraits displayed could be variable, depending on the budget: since the exhibit is meant to hang for months, the portraits could be rotated so more are included.
- As in the past, we will obtain written permission from the subjects to publicly display their photographs.



7 Pine Lake, GA - Exhibitor Application

Name of Organizer: Cindy Brown  
Address: Street Address: 433 Hemlock Drive  
P.O. Box: Pine Lake

Phone Number (404) 2986263

Alternate Phone Number (601) 4662982

Email [cindy@cbrownphoto.com](mailto:cindy@cbrownphoto.com)

Type of exhibit (choose one): Individual exhibit

Duration of exhibit preferred (choose one): Long-term (3-12 months)

Title of Piece: Pandemic Porch Portraits

A display of portraits of Pine Lake residents taken during the pandemic to include commentaries written by the residents in the photographs. The photographs would be displayed gallery-style in the tennis court. About ten photos approximately 6x9 feet printed on vinyl banner material would be hung on the long side of the fence farthest from Lakeshore Drive. An additional four photos could be printed to hang on the southside fence.

I will need help with this. I took a look at the fence and it looks like the long side farthest from the street has at least one post that would need to be reattached to the chain link to hold the fence up straight before we installed the photos.

Then, we might need a ladder and some wire and grommets to attach the vinyl prints to the fence.

I'm going to see a photo fence this weekend with a friend to see how the photos there were hung.

Estimates

15-20 Vinyl Prints for outdoor display = \$1500  
15 commentary plates = \$150  
Sign to introduce the exhibit = \$50

Total: \$1700

15-20 banners 48x72 inches

15-20 plates 6x12 inches

1 plate 36x36 inches

[portrait-fence-layout.jpg](#)

Manuel Llaneras (designer) He's a photographer friend who has photos hanging on the Photo Fence. I'm going to the fence with him tomorrow to see how his photos are hanging.

Cindy Brown (photographer)

Sharon McMahon (muse and cheerleader)

[www.cbrownphoto.com/porch-book](http://www.cbrownphoto.com/porch-book)

Work samples below are pages from a book I designed from the porch portraits.

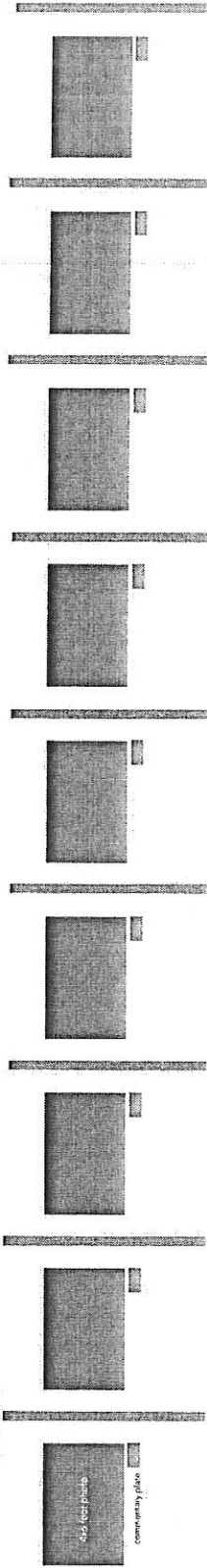
[Screen Shot 2020-10-28 at 8.32.09 PM.png](#)

[porch-portrait-sp-pp.jpg](#)

[porch-portrait-tk-ml.png](#)

Back wall of fence

fence posts



**RESOLUTION**  
**R-01-2021**

WHEREAS, the City Council of the City of Pine Lake, Georgia, entered into executive session on December 29, 2020 as allowed by O.C.G.A. §50-14-4 for the purpose of discussing legal matters; 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 Hammet; Mayor pro tem Bordeaux; and, Council members Beavers, Brantley and Woods.

WHEREAS, the members voting for closure were: Mayor Hammet; Mayor pro tem Bordeaux; and, Council members Beavers, Brantley 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 his or 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 12<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Melanie Hammet, Mayor

ATTEST: \_\_\_\_\_  
Peggy Merriss, Acting City Clerk

# BB&T

## RESOLUTION AND AGREEMENT FOR DEPOSIT ACCOUNT

THE CITY OF PINE LAKE

586000640

Name of Entity

EIN

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Corporation                | <input checked="" type="checkbox"/> Government Entity | <input type="checkbox"/> Sole Proprietorship    |
| <input type="checkbox"/> Unincorporated Association | <input type="checkbox"/> General Partnership          | <input type="checkbox"/> Non-Profit Corporation |
| <input type="checkbox"/> Limited Liability Company  | <input type="checkbox"/> Limited Partnership          | <input type="checkbox"/> Other                  |

I, the undersigned, am a duly elected/appointed Authorized Officer, Proprietor, Authorized Partner, Authorized Manager, or other Authorized Employee of the above-named Entity duly organized and existing under the laws of the State of Georgia \_\_\_\_\_; and that I am authorized to certify that the following resolutions duly adopted by the Entity, and that such resolutions are in full force and effect and have not been amended or rescinded.

RESOLVED, that BB&T is hereby designated as a depository institution in which the funds of this Entity may, subject to the rules of BB&T, be deposited by any of its officers, agents or employees; and that any such officer, agent or employee is hereby authorized on behalf of the Entity and in its name to endorse for deposit, whether in demand or time accounts, or for negotiation or collection, any and all checks, drafts, certificates of deposit or any other payment instrument payable to the Entity, which endorsement may be in writing, by stamp or otherwise, with or without signature of the person so endorsing, it being understood that on such items all prior endorsements are guaranteed by the Entity, irrespective of the lack of a guarantee by the Entity; and

FURTHER RESOLVED, that any of the individuals listed below (a "Designated Representative") is hereby authorized to open or close any deposit account with BB&T and to authorize those persons ("Authorized Signers") who may execute a BB&T signature card on behalf of the Entity and transact business on such account:

Designated Representative (Signature)	Printed/Typed Name	Title
_____	<u>MELANIE HAMMET</u>	<u>MAYOR</u>
_____	<u>JEAN BORDEAUX</u>	<u>MAYOR PRO TEM</u>
_____	<u>Peggy Merris</u>	<u>Acting Administrator</u>
_____	_____	_____
_____	_____	_____

FURTHER RESOLVED, that BB&T be and is hereby authorized and directed to honor, pay and charge any of the accounts of the Entity, without inquiry to or responsibility for the application of the proceeds thereof, all checks, drafts, or other orders for the payment, withdrawal or transfer of money in the accounts of or to the credit of the Entity, and to honor any authorization for the transfer of funds between different accounts whether oral, by phone or electronic means without inquiry as to the circumstances related thereto and for whatever purpose or to whomever payable, including requests for conversion into cash as well as for deduction from and payment of cash out of any deposit, and whether or not payable to, endorsed or negotiated by or for the credit of any person signing same or any other officer, agent or employee of the Entity, when signed or endorsed by an original or facsimile signature of any ONE Authorized Signer; and

### FOR BANK USE ONLY

Prepared By C33821

Date 01/11/2021

Center 8460205

Bank No. 404 State GA

Forward to:  
Centralized Document Scanning Operations  
M/C 100-99-15-11

RESRES404586000640



8010 (1812)

FURTHER RESOLVED, that BB&T be and is hereby authorized to honor, receive, or pay any items bearing the signature of any one Authorized Signer even though payment may create an overdraft or even though such items may be drawn or endorsed to the order of such signer for exchange or cashing, or in payment of the individual obligation of such signer, or for deposit to such Authorized Signer's personal account and BB&T shall not be required or be under any obligation to inquire as to the circumstances of the issuance or use of any such item or the application or disposition of such item or the proceeds thereof; and

FURTHER RESOLVED, that the Entity assumes full responsibility and holds harmless BB&T for any and all payments made or any other action taken by BB&T in reliance upon the signatures, including facsimiles thereof, of any Authorized Signer regardless whether or not the use of the facsimile signature was unlawful or unauthorized and regardless of by whom or by what means the purported signature or facsimile signature may have been affixed if such signature reasonably resembles the specimen or facsimile signature of the Authorized Signer; and

FURTHER RESOLVED, that any Designated Representative, or person authorized in writing by a Designated Representative, is authorized to act on behalf of the Entity as follows: obtain information on accounts; appoint, remove or change Authorized Signers; deliver any night depository agreement; enter into any agreement for cash management services; lease a safe deposit box; enter into an agreement for deposit access device; enter into an agreement for credit cards; or enter into other agreements concerning the deposit accounts at BB&T; and

FURTHER RESOLVED, that any and all prior resolutions executed on behalf of the Entity are hereby revoked and that the foregoing resolutions shall remain in full force and effect until the Entity officially notifies BB&T to the contrary in writing. BB&T may conclusively presume that this Resolution and Agreement for Deposit Account and any signature cards executed pursuant hereto are in effect and that persons identified herein are properly authorized to act on behalf of the Entity. The Entity, as changes to the Designated Representatives and/or Authorized Signers are made, will immediately report and certify such changes to BB&T through submission of a new Resolution and Agreement for Deposit Account and/or signature card, as applicable. BB&T shall be fully protected in relying on such certifications and shall be indemnified and saved harmless from any claims, demands, expenses, losses, or damages resulting from the signature of any Designated Representative so certified, or refusing to honor any signature not so certified; and

FURTHER RESOLVED, that all transactions by any officer, employee or agent of the Entity on its behalf and in its name prior to the delivery of this Resolution and Agreement for Deposit Account are hereby ratified and approved.

In Witness Whereof, I have hereunto subscribed my name and affixed the seal, if any, of this Entity,  
this \_\_\_\_\_ day of \_\_\_\_\_, Year \_\_\_\_\_.

For All Entities:

\_\_\_\_\_  
(Authorized Officer/Proprietor/Authorized Partner/Authorized Manager/Other Authorized Employee)

(Corporate Seal)