

**CITY OF PINE LAKE**  
**REGULAR MEETING ACTION AGENDA**  
**November 28<sup>th</sup>, 2023 at 7:00 PM**  
**Council Chambers**  
**459 Pine Drive, Pine Lake, GA**

**Call to Order:** Mayor Melanie Hammet called the Regular Session to order at 7:00pm.

Present: Mayor Melanie Hammet, Mayor Pro Tem Jean Bordeaux, Council Members Tracey Brantley, Nivea Castro, and Augusta Woods. Also present were City Manager ChaQuias Miller-Thornton, Chief of Police Sarai Y'hudah-Green, and Assistant City Clerk Ned Dagenhard. Administrative Coordinator Missye Varner, and City Attorney Susan Moore were not in attendance.

**Adoption of Agenda of the Day**

- City Manager Miller-Thornton recommended the addition of two New Business items:
  - Call for City of Pine Lake 2024 Special Municipal Election
  - Resolution R-22-2023 – A Resolution Appointing DeKalb County Board of Registrations and Elections to Conduct the City of Pine Lake, GA 2024 Special Municipal Election

Mayor Pro Tem Bordeaux moved to adopt the amended agenda of the day; Council Member Castro seconded, and the motion passed unanimously.

**Adoption of the Minutes**

- Regular Meeting – November 14<sup>th</sup>, 2023

Council Member Castro moved to adopt the minutes from the November 28<sup>th</sup> Regular Meeting; Council Member Brantley seconded. The motion passed 3-0-1. Council Members Brantley, Castro, and Woods voted in favor. Mayor Pro Tem Bordeaux abstained.

**New Business**

**1. Presentation of Revised (to-date) FY2023 and Proposed FY2024 Budgets – Discussion**

City Manager Miller-Thornton presented a 3.0% cost-of-living adjustment (COLA) to be included in the tentative FY2024 Budget. Mayor Pro Tem Bordeaux moved to approve the inclusion of the proposed COLA in the tentative FY2024 Budget draft; Council Member Woods seconded, and the motion passed unanimously. The FY2024 Budget is set for consideration of adoption on 12/19/2023.

**2. Resolution R-21-2023 – Recommendation to Encumber Local Fiscal Recovery American Rescue Plan Act Funds**

City Manager Miller-Thornton presented a recommendation to select standard allowance for the remainder of the American Rescue Plan Act Fund, which would permit Council's appropriation of ARPA moneys for general government service-

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related expenditures. Council Member Brantley moved to approve the resolution; Council Member Castro seconded, and the motion passed unanimously.

**3. Call for City of Pine Lake 2024 Special Municipal Election**

City Manager Miller-Thornton recommended for City Council to issue a Call for the City of Pine Lake 2024 Special Municipal Election, in order to comply with Georgia's elections provisions requiring a Call to take place no less than 90-days prior to special election. The purpose of the referenced election is to fill a vacancy left by former-Council Member, Mayor-elect Hall, and will take place on March 12<sup>th</sup>, 2024, in conjunction with the Presidential Preference Primary. Council Member Castro moved to approve the Call; Council Member Brantley seconded, and the motion passed unanimously.

**4. Resolution R-22-2023 – A Resolution Appointing DeKalb County Board of Registrations and Elections to Conduct the City of Pine Lake, GA 2024 Special Municipal Election**

City Manager Miller-Thornton introduced proposed Resolution R-22-2023. Council Member Woods moved to approve the resolution; Mayor Pro Tem Bordeaux seconded, and the motion passed unanimously.

**Adjournment:** Council Member Brantley motioned for adjournment at 8:09pm.

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Ned Dagenhard  
Assistant City Clerk

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ChaQuias Miller-Thornton  
Acting City Clerk