

**CITY OF PINE LAKE, GEORGIA  
CITY COUNCIL PLANNING RETREAT  
MARCH 28, 2025 @ 9:00AM  
SHADES OF GREEN PERMACULTURE  
2835 WASHINGTON STREET  
AVONDALE ESTATES, GA 30002**

**NOTE: All attendees are reminded to silence cellular phones and other devices that may cause interruption of the session proceedings.**

**CALL TO ORDER – CITY COUNCIL PLANNING RETREAT**

**WELCOME AND OPENING DISCUSSION**

**ADOPTION OF THE AGENDA OF THE DAY**

**DISCUSSION TOPICS**

1. Planning Retreat Report Update from October 25, 2024
  - a. Retreat Report, October 25, 2025
  - b. Strategic Action Items Update
  - c. Strategic Priorities Update
2. Council Project List Strategy
  - a. Moving Into The New Year, Input
3. Map Out Town Hall Meetings Strategy
  - a. "What is a Town Hall Meeting" Article
  - b. "How to Run a Town Hall Meeting" Article
4. Roles of City Officers, Per New Charter
  - a. City Charter

**LUNCH**

**DISCUSSION TOPICS (CONTINUED)**

**CLOSING REMARKS**

**ADJOURNMENT**

**MAYOR**

Brandy Hall

**COUNCIL MEMBERS**

Jean Bordeaux, Mayor pro tem

Jeff Goldberg

Tom Ramsey

Thomas Torrent

Augusta Woods

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## RETREAT REPORT CITY OF PINE LAKE, GEORGIA



**OCTOBER 25, 2024**

**REVISED COPY**



## CITY OF PINE LAKE PLANNING RETREAT REPORT

Friday, October 25, 2024  
GMA Headquarters

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Elected Officials: Mayor Brandy Hall, Councilmembers Jean Bourdeaux, Augusta Woods, Jeff Goldberg, Thomas Torrent (remote), Tom Ramsey

Staff: ChaQuias Miller–Thornton, Billy Beckett, Ned Dagenhard, Susan Moore, city attorney

GMA Facilitator: Pete Pyrzenski

### **AGENDA FOR THE MEETING:**

- The retreat agenda included the following items:
  - Overview of Retreat Information
  - Check in – how are we doing?
  - Value in Differences
  - Teambuilding, Communication
  - Roles and Responsibilities
  - SWOT analysis
  - Priorities and goal setting
  - Check out – where are we now

The mayor called the meeting to order and made a few remarks. The facilitator provided an overview of the retreat information and what to expect throughout the day. We covered the ground rules, and everyone agreed.

A “check-in” was done with everyone as it related to the City of Pine Lake, and the words provided were:

- Rich culture
- Tightly knitted community

- Unique
- Tranquility
- Center of the County – location
- Hometown feel
- Active
- Molting

### **VALUES IN DIFFERENCES**

The group discussed values as they related to themselves and the community. The words shared were determined, curious, hard-working, cohesive, well-intentioned, changing shape, passionate, and pluralistic. We then discussed the differences in what we see and how we see it, especially between elected officials and staff, and this seemed to resonate with the group. Given that there are three new council members, this discussion shed some light on how they see things differently than the others, especially how local government works and moves.

### **TEAM BUILDING AND COMMUNICATION**

The group completed an activity that emphasized trust and clear communication. Each pair did exceptionally well with the exercise and learned a lot about vulnerability as it relates to their internal communication with one another. They explored some differences, realized they could do better, and committed to making the necessary personal adjustments. Videos of each team are being provided. The group also performed an individual psychological geometric shapes quiz that identifies your communication style and how to deal with others effectively.

### **ROLES AND RESPONSIBILITIES**

Susan Moore was in attendance and prepared to discuss this area as it related to the Charter and the positions of the mayor and council members. Susan clarified that some of the council may be using an old charter version. She will ensure that everyone has the corrected and updated version. Since changing to a council-manager form of government, there have been some differences in perceptions about who does what. For example, the question was asked, “Who is responsible for putting together the agenda and deciding what items get put on the agenda for consideration. In the past, there have been requests for certain items to be placed on the agenda, but because of the project status or incomplete data, they were not listed on the agenda. This has caused some significant differences; however, it allowed for coming to a consensus on a few matters to include:

- Agenda items must be an action item for consideration

- The timing of information to be placed on the agenda must follow a process. All information must be sent to the mayor no later than Wednesday for packet preparation on Friday. This will allow all pertinent information to be collected and updates provided.
- If any information for a meeting is not placed on the agenda for consideration, it is likely not ready for voting action. If this occurs, the Manager or the Mayor must communicate this to the council as early as possible to avoid confusion or misunderstanding.
- The manager will focus on project timelines and create a “project management” outline for everyone so everyone is on the same page, as well as an explanation preventing any further internal communication issues. Such information must be clear, concise, and detailed for pending projects. Based on the comments in the discussion, strategic action items were captured below for proper execution.

### **Strategic Action Items**

1. Develop an internal process for how information is placed on the agenda for both the work session and regular meetings. This should be specific and identify the rules of procedures based on decorum and the city charter. The process should include due dates for placing something on the agenda and adopting rules for the agenda (work session/non-voting meeting vs. regular meeting/voting meeting). Those preparing information should be included in developing the process and how information is requested. Doing this will prevent disparaging splits on how to go about developing an official agenda.
2. Create or revamp the project management outline to capture monthly updates to projects or capital funds spending. This type of report should be provided monthly at a regular meeting, which will ensure the council is up to date and that information is not learned after the fact.
3. Determine who is the best person to be a point person that disseminates city information. Having one person will increase trust among the group and help prevent bottlenecking of relevant information. This will also prevent repeat requests for information and help recognize that the amount of information that is currently being requested is too much. Limits need to be understood.
4. Coordinate a time with the council members to meet with the manager to discuss project information or funding. This will allow them to ask questions and further understand the relevant material in preparation for a council meeting. Open communication with the elected officials and the manager is paramount.
5. Commitment to each other, focusing on diversity and a non-biased outlook toward each other. Perception is everything, and this is something that needs to be worked on going forward. Being vulnerable with each other is very important.

## **SWOT ANALYSIS**

The next phase of the planning process was to conduct a SWOT analysis consisting of an inward view and an external evaluation—looking internally to determine the strengths and weaknesses relative to the mission and vision. Opportunities and threats are those conditions that are external to an organization that may promote (opportunities) or restrict (threats) the achievement of the vision and mission of the organization.

This information was discussed together in the retreat, and the group seemed to be on the same page. They understood how each area was somewhat related and how they, as an elected body, needed to overcome a few obstacles and turn threats into opportunities and weaknesses into strengths.

### **Strengths**

- Agile, able to respond to challenges using available resources
- Cultural identity - have a brand that is known (residential)
- People of the community are engaged and close knitted – Volunteerism is strong
- Caring community with spirit
- Creating community when it comes to solutions
- Safe place

### **Weaknesses**

- Residential and Commercial code enforcement compliance
- Placemaking and connectivity of the city in sharing its identity
- Commercial corridor PR and diversity of buildings/businesses
- Lack of needed resources such as qualified staff and funding
- The way things used to be done reality vs. expectations; can't have it both ways
- Turnover and losing experienced workforce

### **Opportunities**

- Application for rural and opportunity zone designation
- Outside investments for seed money
- Using surrounding neighbors for partnerships or events
- Foreseeing growth headed to the city – cannot wait for it to happen

- Capitalizing on the city management form of government – increase in professional staff and solid relationships
- Obtain valuable input from the community; get more feedback so they have “skin in the game” for carrying out the goals
- Research grants for small communities

### **Threats**

- Fall victim to the county or other cities for annexation or preventing growth within the city
- Stormwater run-off from other areas outside the city and how it may affect the infrastructure
- Headwaters of the creek being affected by development or contamination of the lake
- Competing with neighboring cities for funding for certain programs or grants
- Sustainability of the local government and its services
- Workforce housing

### **PRIORITY PLANNING**

The facilitator led the group to discuss their strategic priorities. Before the retreat, each person was asked to share their top five strategic priorities for the near future. Their responses were included in the retreat packet as a reference. In the retreat, each person was then asked to identify the top five from a master listing of all the priorities they determined to be the highest priority for the City of Pine Lake. Collectively, the top 5 are annotated in red, and other notable areas are as follows:

**Communications—Internal: Clear, transparent, and timely communication on issues, topics of discussion, and the status of ongoing projects and programs.**

**Funding of Capital Projects – SPLOST, ARPA, and other funding sources for projects already in progress, such as Lake Bridges and Courthouse Renovation, and projects planned but not started, such as Oak Road paving, Dam Repair, and Wetland Repair**

**Short-term Priorities—Public Works: Should we rebuild the department or outsource all of this work (including the regular care and maintenance of our public spaces)**

**Code Enforcement – how do we achieve a functional level of code enforcement that is consistently enforced and equitable city-wide.**

Continue to plan and execute our commercial development plan.

(Hire a City Manager and City Clerk)

Develop a plan to maintain public areas, including lakes, parks, and wetlands.

Expand and implement a communication plan.

Create a parking plan for the city.

External – Regular, timely, and relevant information pushed out to residents through all relevant platforms that residents regularly use, such as FB, Instagram, and X.

Roles and Responsibilities under Council/Manager form of leadership – Council, Mayor, and City Manager

Long-Term Projects—Establish a high-level plan with a timeline for the commercial development of the Rockbridge Road corridor, including DDA, Enterprise Zone, and Rural Development Zone, and possibly bring in a consultant or GMA team for guidance. The plan should include a quarterly report to the Council so we can monitor progress and address any roadblocks.

Potential renovation of old City Hall.

City-wide paving plan

Commercial District - Rural Opp and Enterprise Zone designation

Wetlands

Dam Repair

Current SPLOST projects

Public Works planning

DDA/TAD/Business District – work to prepare us for future development in our business district.

ARPA Funds – make sure we are ready to have a plan to get contracts awarded to spend our ARPA Funds

Lake/Wetlands/Flume/System (getting water to Lake & Wetlands)/Headwall Dam.

Level of Service regarding maintenance of our trails, damn on the backside of the lake

Lake Management Plan

Tree Canopy Management plan – update Tree Ordinance / Activate Tree Board

Weekly updates regarding tasks/projects to keep us all updated on what is being worked on.

Divide tasks and appoint a point person for certain issues. This person will be a member of the City Council who will be the primary point of contact about certain issues, with the responsibility to gather and share information with the rest of the City Council.

Planning flume restoration and establishing a maintenance plan

Dam Project. What is it? Where are we? What has been done? What's next?

Specified roles or some kind of organization and division of labor

City alcohol policy for non-profits to follow state requirements

First Amendment auditing training for every city employee

Complete our current projects

Courtroom, Wetlands. Oak Rd, Dam and bridge projects.

Ensure we have a maintenance plan for wetlands and trails.

Continue to develop the Enterprise Zone and be aware of just how important Rockbridge Rd is to Pine Lake's future. Get a DDA.

The priorities were then used to develop the city's top five goals.

## **STRATEGIC PRIORITIES - GOALS**

### **Goal #1**

**Make a final decision about the City Manager's position. Hire a full-time City Clerk**

#### **Objectives:**

- Discuss with possible internal or existing candidates to see if this is a viable option for both parties
- If not, advertise accordingly. Prepare an interview team and set a date for completion of the process to have someone on board

#### **Responsibility:**

- Mayor, City Attorney, Interim City Manager

Timetable:

- TBD

**Goal #2**

**Create or revamp the current project management report for the Mayor and Council**

Objectives:

- Improve internal communication among elected officials while building better trust and relationships
- Capture all pending projects with funding outlets. List the status of each with potential completion dates
- Coordinate time blocks with the city manager for any council members who want a deeper dive into projects or need additional information
- This will aid in improving external communication with the public

Responsibility:

- Former City Manager/Interim City Manager, possible city councilmember

Timetable:

- Have a draft prepared by January 15<sup>th</sup> or sooner to review in a council work session meeting

**Goal #3**

**Discuss, review, and study the level of quality services the Public Works Department provides.**

Objectives:

- Determine the options for the city and be prepared to make a decision for the betterment of Pine Lake
- Host a public meeting to get some input from the residents about public works and services provided or expected
- Make a request to the county for possible funding for certain PW services, possible tourism funds

- Complete an assessment of the current project manager's contract and consider a renewal
- Research to see if State Prisoners are an option for ROW work

Funding:

- General Fund

Responsibility:

- Mayor and Council, City Manager

Timetable:

- Put together viable options by January 15, 2025, plan a public meeting by February 22, 2025, and make a final decision no later than April 25, 2025

**Goal #4**

**Revamp city codes and ordinances with an emphasis on code enforcement on a city-wide basis**

Objectives:

- Implement a robust plan to pursue code enforcement on an immediate basis utilizing what is currently in place for code enforcement
- Define the types of codes desired and focus on updates
- Research 3-5 different samples of other cities and their code enforcement practices, such as Suwannee, Canton, Woodstock, and Roswell
- Review downtown boundaries and define a comprehensive plan for conditions, standards, and expectations.
- Share the vision with the public, and possibly the downtown business owners, to gain input and support

Funding:

- General Fund

Responsibility:

- City Manager, City Attorney, subject matter experts

Timetable:

- Planning and Zoning Chapters updates will be ongoing. Have examples of design standards in 6-8 months to put before the P&Z Board for review and approval.

This report includes a sample work plan for the City Manager to use as a tracker for each project or priority the elected officials set so each could be tracked. This is a great communication tool to keep the elected officials updated on each other's progress and status. A "Check-out" was done at the conclusion of the retreat to understand where everyone was after the retreat sessions. The words provided were:

- Convoluted
- Motivated to work with the manager
- Overwhelmed
- Ready to roll up your sleeves and get to work
- Encouraged
- Clarity
- Good Conversation
- Frustrated with specific plans

In closing, I would like to thank Mayor Hall, City Council Members, and both the former City Manager and Interim Manager for dedicating their time to help prepare Pine Lake for its planning session. GMA looks forward to a continued partnership.

**Submitted by:**

Pete Pyrzenski, GMA Member Services Consultant

*Attachments:* Work Plan

## Strategic Action Items

1. Develop an internal process for how information is placed on the agenda for both the work session and regular meetings. This should be specific and identify the rules of procedures based on decorum and the city charter. The process should include due dates for placing something on the agenda and adopting rules for the agenda (work session/non-voting meeting vs. regular meeting/voting meeting). Those preparing information should be included in developing the process and how information is requested. Doing this will prevent disparaging splits on how to go about developing an official agenda

The City's Code of Ordinances currently provides for Rules of Procedures for the conduct of meetings of the City Council:

Sec. 2-74. Rules of procedure.

Except as otherwise provided by ordinance, the procedures of the city council shall be governed by the most current edition of Robert's Rules of Order.

**Recommendation: City Attorney and City Manager develop an ordinance amendment draft of Sec. 2-74 based on Charter provisions, as may be applicable, and Strategic Action Item 1. for initial discussion by the May 13, 2025 Work Session.**

2. Create or revamp the project management outline to capture monthly updates to projects or capital funds spending. This type of report should be provided monthly at a regular meeting, which will ensure the council is up to date and that information is not learned after the fact.

Project management updates and capital funds spending updates are under development with the recent appointments of City Manager, Public Works Director and Finance Director. A Request for Proposal for City Engineer is currently open for solicited proposals. Updates will be provided as a part of the monthly Strategic Performance Report as an interim solution.

**Recommendation: Community Building Team consisting of Public Works Director, City Engineer, and Finance Director will develop a more comprehensive report indicative of the factors provided in Strategic Action Item 2. by or within the third quarter of the current fiscal year.**

3. Determine who is the best person to be a point person that disseminates city information. Having one person will increase trust among the group and help prevent bottlenecks of relevant information. This will also prevent repeat requests for information and help recognize that the amount of information that is currently being requested is too much. Limits need to be understood.

The Community Building Team has begun a review of the City's information dissemination process for optimal efficiency and responsiveness to public inquiries.

**Recommendation: Formalization of job duty assignments will be a part of the tentatively planned classification and compensation study with potential required resources addressed as a part of the Fiscal Year 2025 Budget Amendment; both of these activities are anticipated to begin in the second quarter of the current fiscal year.**

4. Coordinate a time with the council members to meet with the manager to discuss project information or funding. This will allow them to ask questions and further understand the relevant material in preparation for a council meeting. Open communication with the elected officials and the manager is paramount.

Ongoing meetings between the new City Manager, Mayor, and Council Members, occur as requested, and informational materials on project information and funding have been enhanced for recent projects and will continue to be improved for discussion at City Council Work Sessions.

**Recommendation: Development of a five-year comprehensive Community Investment Plan (aka CIP or Capital Improvement Projects/Program) for the upcoming fiscal year to coincide with development of the Fiscal Year 2026 Annual Budget with project funding prioritized and allocated for the first year of the CIP.**

5. Commitment to each other, focusing on diversity and a non-biased outlook toward each other. Perception is everything, and this is something that needs to be worked on going forward. Being vulnerable with each other is very important.

Deferral to Mayor and Council Members.

## **STRATEGIC PRIORITIES - GOALS**

Goal #1 Make a final decision about the City Manager's position. Hire a full-time City Clerk

Objectives:

- Discuss with possible internal or existing candidates to see if this is a viable option for both parties
- If not, advertise accordingly. Prepare an interview team and set a date for completion of the process to have someone on board.

Responsibility: Mayor, City Attorney, Interim City Manager

Timetable: • TBD

City Manager was hired with an effective date of January 1, 2025. City Clerk selection is pending.

Goal #2 Create or revamp the current project management report for the Mayor and Council

Objectives:

- Improve internal communication among elected officials while building better trust and relationships
- Capture all pending projects with funding outlets. List the status of each with potential completion dates
- Coordinate time blocks with the city manager for any council members who want a deeper dive into projects or need additional information
- This will aid in improving external communication with the public

Responsibility: • Former City Manager/Interim City Manager, possible city councilmember

Timetable: • Have a draft prepared by January 15th or sooner to review in a council work session meeting.

Project management updates and capital funds spending updates are under development with the recent appointments of City Manager, Public Works Director and Finance Director. A Request for Proposal for City Engineer is currently open for solicited proposals. Updates will be provided as a part of the monthly Strategic Performance Report as an interim solution.

Recommendation: Community Building Team consisting of Public Works Director, City Engineer, and Finance Director will develop a more comprehensive report indicative of the factors provided in Strategic Action Item 2. by or within the third quarter of the current fiscal year.

Ongoing meetings between the new City Manager, Mayor, and Council Members, occur as requested, and informational materials on project information and funding have been enhanced for recent projects and will continue to be improved for discussion at City Council Work Sessions.

Recommendation: Development of a five-year comprehensive Community Investment Plan (aka CIP or Capital Improvement Projects/Program) for the upcoming fiscal year to coincide with development of the Fiscal Year 2026 Annual Budget with project funding prioritized and allocated for the first year of the CIP.

Goal #3 Discuss, review, and study the level of quality services the Public Works Department provides.

Objectives:

- Determine the options for the city and be prepared to make a decision for the betterment of Pine Lake
- Host a public meeting to get some input from the residents about public works and services provided or expected
- Make a request to the county for possible funding for certain PW services, possible tourism funds
- Complete an assessment of the current project manager's contract and consider a renewal
- Research to see if State Prisoners are an option for ROW work

Funding:

- General Fund.

Responsibility: • Mayor and Council, City Manager

Timetable: • Put together viable options by January 15, 2025, plan a public meeting by February 22, 2025, and make a final decision no later than April 25, 2025.

A first-time position of Public Works Director was made effective on January 1, 2025. New Director is developing standard operating procedures and will work with the City Attorney and City Manager on potential amendments to Chapter 62 – Public Works and other related chapters of the Municipal Code of Ordinances.

Special Purpose Local Option Sales Tax part II (SPLOST II) funds of \$2 million have been received by the City with recommended programming forthcoming for FY 2025 Budget Amendment and FY 2026 Community Investment Plan.

Goal #4 Revamp city codes and ordinances with an emphasis on code enforcement on a city-wide basis

Objectives:

- Implement a robust plan to pursue code enforcement on an immediate basis utilizing what is currently in place for code enforcement
- Define the types of codes desired and focus on updates
- Research 3-5 different samples of other cities and their code enforcement practices, such as Suwannee, Canton, Woodstock, and Roswell
- Review downtown boundaries and define a comprehensive plan for conditions, standards, and expectations.
- Share the vision with the public, and possibly the downtown business owners, to gain input and support

Funding: • General Fund

Responsibility: • City Manager, City Attorney, subject matter experts

Timetable: • Planning and Zoning Chapters updates will be ongoing. Have examples of design standards in 6-8 months to put before the P&Z Board for review and approval.

City Manager anticipates a comprehensive series of recommendations related to the overall state of community development (planning, zoning, environmental sustainability, building, code enforcement/compliance, and economic development) within the City of Pine Lake beginning with the Fiscal Year 2025 Budget Amendment and FY 2026 Budget Process.

**From:** Brandy Hall <brandyhall@pinelakega.net>

**Sent:** Friday, January 24, 2025 10:32:38 AM

**To:** Augusta Woods <augustawoods@pinelakega.net>; Brandy Hall <brandyhall@pinelakega.net>; Jean Bordeaux <jeanbordeaux@pinelakega.net>; Jeff Goldberg <jeffgoldberg@pinelakega.net>; Thomas Torrent <thomastorrent@pinelakega.net>; Tom Ramsey <tomramsey@pinelakega.net>

**Cc:** Stanley Hawthorne <stanleyhawthorne@pinelakega.net>

**Subject:** moving into the new year

Hello colleagues,

I would like to start a list of Council projects that each person is already or would be willing to spearhead in the coming year. I have a running list, which I will share here. Some of these items are from previous conversations with Council. These are projects that will move the City forward in some way toward one of our strategic goals, and non-exclusive of the work that is already in process.

In no particular order (and I'm sure I have more in the back of my brain), here are the ones I have in my head:

- emergency preparedness
- sheep in the wetlands for invasive control
- greenspace/City property master plan for capital planning
- MAP activation/art in the Courthouse
- SEED project planning for maintenance of beach house gardens and pollinator patch in front of art wall
- murals on Rockbridge
- exclusive use of GA poles for signage on Rockbridge
- commercial corridor next steps
- scheduling informal "meet + greets" with rotating elected officials
- setting up a working spreadsheet of projects in process
- review MOU with PLAIN to remove "donations accepted" from scope? How do we avoid businesses operating in City spaces rent free?

Once we have a list, I would like to prioritize the items and for each Council person to chime in with what they would like to take on. Please add your lists in this email thread, **including projects you are already working on.**

\*\*\*\*\*

Thanks everyone for your input. As each person has shared a pretty long list of priorities, I would like for you each to consider the following questions regarding yours, before our next retreat. During the retreat, I would like to have a discussion to help flesh out who is responsible for what.

As you consider your list, please answer the following questions:

1. **Does this initiative include a strong community engagement component?** If so, how will community voices be heard and incorporated?
2. **What work has already been done on this issue?** Are there existing policies, programs, or partnerships that can be leveraged?
3. **What is my role as a council member in advancing this work?** Am I advocating, legislating, allocating resources, or facilitating partnerships?
4. **What staff support will be needed to implement this initiative?** What departments or personnel should be involved?
5. **How does this priority align with the city's strategic goals and budget?** Are there funding sources or partnerships available to support it?

Also, the goal of this pre-work is to help determine which things on your list you are willing to move forward. As such, please refine your list to include ONLY the work you yourself are willing to spearhead. We're not trying making work for others, but deciding on what projects we would like to initiate and move forward ourselves.

I will discuss our schedule with Stanley at our meeting this week, and be ready to throw out some potential retreat dates soon.

Thanks!  
Brandy

Brandy M. Hall  
*Mayor*  
City of Pine Lake, GA

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**From:** Tom Ramsey <tomramsey@pinelakega.net>

**Subject:** Re: moving into the new year

Thank you, Mayor Hall.

It would be a great opportunity of engagement and collaboration to have all of us, Mayor and Council, involved with planning and execution of projects and activities alongside administrative staff, in collaboration with our City Manager.

My specific areas of interest

1. Establishing sustainable water flow to our lake
2. Green space maintenance and improvements
3. Code Enforcement and code improvement
4. Project Management tracking and reporting on all major projects
5. Tax policy, specifically for seniors on fixed incomes, should we opt out of HB 581
6. Resident and PLAIN use of City property. Council needs to firmly establish the ground rules, PLAIN cannot be counted on to manage residential use of these properties, especially without strong guidance from City Council.

As far as MAP and SEED are concerned, do they even exist at this point? SEED members all recently asked to separate from the City and become part of a nonprofit, PLAIN. MAP has been nonexistent, other than the Pine Lake Lounge. These are Mayoral appointed committees that need to be reenvisioned and restaffed, presumably by the Mayor.

Thanks,

Tom

**Re: moving into the new year**

Thomas Torrent

Glad that we have dumped out our buckets, and now it is time to sort through and refine. I am ready to take the lead on:

1. Impact fees exploration: Requires City Manager review and work, but I will put together and present a policy brief.
2. Liquor law review for non-profits. Again, I'll prepare the brief for admin/Council.
3. PLAIN liaison (if Tom does not claim it)
4. SEED liaison
5. Grant development
6. Community cleanups
7. Luge/dam repair

I will be excited to join these teams:

1. Meet n Greets
2. Community Building Team
3. Mural Exploration
4. Emergency preparedness
5. Tree Board
6. DDA...development?
7. Juneteenth
8. Gov 101

I believe that STR implementation is an Admin task, but I'm happy to help any way I can.

Exciting!

Thomas

**Re: moving into the new year**

Augusta Woods

This is a great idea. My list is.

1) Juneteenth celebration.

2) Mural on Rockbridge Rd, funds.

3) Poplar Park, look for new way to complete the park.

4) GA poles signage on Rockbridge,

5) Commercial zone cleanup,

6) Look at ways to increase community volunteerism

7) Citizens & council meet and greet, there are a lot of new citizens in Pine Lake that we should get to know.

I think my #6 item and 7 would work hand in hand.

**Re: moving into the new year**

Jeff Goldberg

Hi,

I am happy to see this, as it will help us get more organized, efficient, and impactful.

Here are my areas of interest:

Damn/flume/wetlands

Update PL City Web Page

Commercial Property Tax Assessments

Monthly listening sessions/Meet and Greets with residents

Community volunteerism, committees

Update Tree Ordinance – Tree Board

Government 101 Workshops to help educate our residents

Commercial District – DDA

Greenspace Master plan

Jeff



WIKIPEDIA  
The Free Encyclopedia

# Town hall meeting

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**Town hall meetings**, also referred to as **town halls** or **town hall forums**, are a way for local and national politicians to meet with their constituents either to hear from them on topics of interest or to discuss specific upcoming legislation or regulation. During periods of active political debate, town halls can be a locus for protest and more active debate.<sup>[1]</sup> The term originates mainly from North America, and is unfamiliar in British English where politicians instead hold surgeries.



A town hall meeting in West Hartford, Connecticut

Despite their name, town hall meetings do not necessarily take place in a town hall. They are commonly held in a range of venues, including schools, libraries, municipal buildings, and churches. A number of officials have also experimented with digital formats for town halls. Town hall meetings organized by national politicians are often held in a variety of locations distributed across a voting district so that elected representatives can receive feedback from a larger proportion of constituents.

Historically, no specific rules or guidelines have defined a town hall meeting.<sup>[2]</sup> Any event that allows constituent participation with a politician may be called a town hall, including gatherings in person, group phone calls, or events on Internet platforms such as Facebook or Twitter. Attendees use town halls to voice their opinions and question elected officials, political candidates, and public figures.<sup>[3][4]</sup> In contrast to town meetings, a type of direct democratic rule that originated in colonial New England,<sup>[5]</sup> attendees do not vote on issues during town hall meetings.

In the United States, town halls are a common way for national politicians to connect or reconnect with their constituents during recesses, when they are in their home districts away from Washington, D.C.

## History

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Town hall meetings can be traced back to the colonial era of the United States and to the 19th century in Australia.<sup>[6]</sup> The introduction of television and other new media technologies in the 20th century led to a fresh flourishing of town hall meetings in the United States as well as experimentation with different formats in the United States and other countries, both of which continue to the present day.

### United States

Town hall meetings are meant to resemble the New England town meeting that originated in the 17th century. However, participants in town hall meetings do not actually vote or make legally binding decisions as town meeting voters do. In March 1795 Wilmington, Charleston, Baltimore, Philadelphia,

New-York, and other towns had public meetings related to the Jay Treaty which was leaked to the early press by sitting senators.<sup>[7]</sup>

Some political organizations track publicized town hall events by politicians across the United States.<sup>[8]</sup>

The 1858 debates between Abraham Lincoln and Stephen Douglas in some respects resembled a modern town hall meeting, although the candidates did not take questions from the audience.<sup>[9]</sup> Not until the twentieth century did presidential candidates commonly campaign in person. Gradually, especially from the 1990s onward, presidential town hall meetings have become nearly as common as stump speeches.<sup>[10]</sup>

Richard Nixon's 1968 U.S. presidential campaign staged nine live televised question and answer sessions using a ground-breaking theatre-in-the-round format broadcast with a live studio television audience and local residents directly asking questions of the candidate.<sup>[11]</sup> The producer of Nixon's "Man in the Arena"<sup>[12]</sup> live town-hall programs was Roger Ailes,<sup>[13]</sup> who would later become CEO of Fox News when that channel launched.<sup>[14]</sup> Ailes' use of a direct voter-to-candidate question-and-answer format served as the blueprint for subsequent and now ubiquitous town hall candidate formats and even multiple-candidate debates.

Another step in the development of the modern town hall meeting came on March 16, 1977, when President Carter attended a televised town hall meeting in Clinton, Massachusetts, that was "modeled after" a real town meeting but did not include binding votes.<sup>[15]</sup> Bill Clinton made town hall meetings a part of his presidential campaign.<sup>[16]</sup>

Interest in town halls fluctuates depending on the level of public interest in the topics being discussed. Controversial or confusing issues that are prominently discussed in the news have led to more town halls being held.<sup>[17]</sup> Since the 2000s, town halls held by political candidates have announced and enforced rules on crowd behavior and the scope of questions that may be asked.<sup>[3][4]</sup>

According to a 2024 study, members of the US Congress held over 25,000 town halls over the period 2015–2022.<sup>[18]</sup>

## 21st century

In 2009, Tea Party groups opposed to the proposed health care reform legislation began attending town halls to express their disagreement with the legislation. The large and vocal crowds led some representatives to cancel or scale back their town hall events. Representative Brian Baird canceled his live town hall meetings after receiving death threats, choosing to hold a telephone conference call with his constituents instead.<sup>[19]</sup>

Town hall meetings by teleconference or online grew in popularity. Obama held some as sitting president, starting in 2011. Federal agencies have held town halls on Twitter since at least 2013.<sup>[20][21]</sup> Some politicians have held AMAs on Reddit, which have similar formats.

In 2017, constituents opposed to repeal of that same health care act began attending town halls to express their disagreement with abolishing the legislation. In districts where elected representatives have not scheduled town halls, some constituents have publicly petitioned for meetings.<sup>[22][23]</sup> Creative requests for town hall meetings include humorous flyer<sup>[24]</sup> and sticker campaigns<sup>[25]</sup> as well as songs.<sup>[26]</sup> Some constituents have held mock town halls, using a cardboard cutout or empty chair, to stand in for elected representatives who decline to meet with them.<sup>[27][28][24]</sup>

## Australia

Australian town hall meetings have been held by state politicians since at least the 19th century.<sup>[6]</sup>

## Canada

Canadian town halls have been forums for provincial politicians to discuss issues of the day since at least the 20th century.<sup>[29]</sup> During the 1993 elections, televised town hall meetings were one of a number of initiatives mainstream media adopted to center ordinary citizens at the heart of their campaign coverage. These efforts, which also included panels of voters to offer comment in print and on radio shows, have been collectively praised as an "international best practice."<sup>[30]</sup>

## Format

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The purpose of town hall meetings is for local and regional officials to hear the community's views on public issues.<sup>[31]</sup>

There have been no specific rules or guidelines for holding a town hall meeting.<sup>[2]</sup> The format of the meetings can vary. Usually, the person holding the meeting (e.g. member of Congress) makes some opening remarks. Sometimes others (e.g. local leaders) will address the audience, as well. The main part of a town hall meeting tends to occur when the floor is opened up to questions and comments from the audience. Attendees generally present ideas, voice their opinions, ask questions of the public figures, elected officials, or political candidates at the town hall.<sup>[3][4]</sup> Sometimes, the town hall meeting is televised or recorded. In recent years, town halls held by political candidates have announced and enforced rules on crowd behavior and the scope of questions that may be asked.<sup>[3][4]</sup>

If the turnout is large, and if the objective of the particular town hall meeting is to give as many people as possible an opportunity to speak, then the attendees can be broken down into smaller discussion groups. Each smaller group, in that case, appoints someone to summarize discussion of their group.

Some have explored alternative formats for town hall meetings, such as an "electronic town hall."<sup>[32]</sup> The Congress Foundation commissioned a report on online town hall meetings, which found they grew in size and importance starting in the mid-2000s.<sup>[33]</sup>

## Venues

Despite the name town hall, meetings need not take place in a town hall. They commonly take place in a range of venues, including: schools, libraries, municipal buildings, churches, etc. Generally they are held in a public space and there is no charge to attend. In a given district, town hall meetings that are organized by the district's congressional representative are often held in a variety of places across the district.

## Other uses of the term

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The term "town hall meeting" is also used to describe informal corporate gatherings held to share information such as business results or personnel changes.<sup>[34]</sup>

## See also

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- [Town meeting](#)
- [AmericaSpeaks](#)
- [Political surgery](#)
- [List of significant United States town hall meetings](#)
- [Open cabildo](#)

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## External links

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- [Town Hall Project \(https://townhallproject.com/\)](https://townhallproject.com/) – crowdsourced collection of US town hall data
  - [Maps of upcoming town halls \(https://www.mapbox.com/bites/00335/\)](https://www.mapbox.com/bites/00335/) from the Town Hall Project
  - [Legistorm list of town halls \(https://www.legistorm.com/townhall.html\)](https://www.legistorm.com/townhall.html)
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Retrieved from "[https://en.wikipedia.org/w/index.php?title=Town\\_hall\\_meeting&oldid=1272817232](https://en.wikipedia.org/w/index.php?title=Town_hall_meeting&oldid=1272817232)"

# How to Run a Town Hall Meeting

February 9, 2015



A town hall meeting is used by the local government to work directly with the issues in their own community. It gives the public a place to speak their minds, talk about the issues they find important, and hopefully find solutions to any problems. Each community runs its town hall meetings in a different way, but there are a few things all such meetings have in common. These things help the meeting run successfully without any problems arising.

## **Spreading the Word**

Advertising is an important part of a town hall meeting because it informs the public of the meeting and any specific issues on the agenda. The advertising doesn't have to be extensive or overwhelming, but informing the public of the dates and times is helpful. This is usually done by placing an advertisement in the local paper or sending out a flier. There are also some communities that broadcast their meetings on local public access television to let those who couldn't attend the meeting know what happened. They can also run a notice during the program as to the day and time of the next meeting.

## **Setting and Following a Schedule**

Prior to the meeting, those in charge need to set a basic time line or docket for the event. This docket should include all topics discussed at the meeting, as well as setting aside time for issues raised by the public. During the meeting, different things are always discussed such as the minutes from the last meeting, any issues that need to be voted on, and issues raised by citizens in the community. If the schedule is complicated, you may want to [rent a PowerPoint projector](#) to display the agenda on a wall, or [rent easels](#) to display placards with items of interest.

The town meeting begins with a discussion of the last meeting known as the reading of the minutes, followed by a short discussion of the night's schedule. A moderator chosen by the members of the town council runs the meeting and keeps everyone on track throughout the night. This person has an important job as certain issues or topics can get heated when opened to the public. Another important person is the town clerk. The clerk records the minutes and the votes taken at the meeting, as well as any issues that are tabled until a later date.

## Keeping Things Moving

The moderator opens the meeting by taking attendance to ensure that all members are present. The moderator also informs those in attendance of the first issue to be discussed as well as any voting done that night. The meeting runs from one topic to the next before the floor is opened to the public. This gives those at the event the chance to speak their mind and bring forth any issues in the community. It is the responsibility of the moderator to recognize those on the floor and keep things running smoothly. At the end of the meeting, this person will also inform those in attendance of any issues that will wait until the next meeting.

To run a town hall meeting smoothly, it's also important to check any audio visual rentals used to make sure everything is working properly. A poorly connected microphone or [lcd projector rental](#) can ruin an entire meeting. These things must be checked in advance and again on the day of the meeting. Those who use the equipment should also be trained to use it correctly.

**Related Articles:** [Taking Board Meeting Minutes](#) | [VoIP Software](#) | [Internet Dictionaries](#)

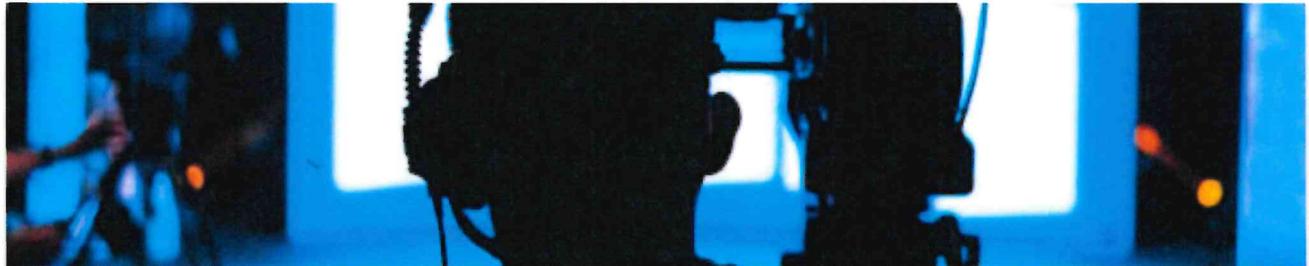


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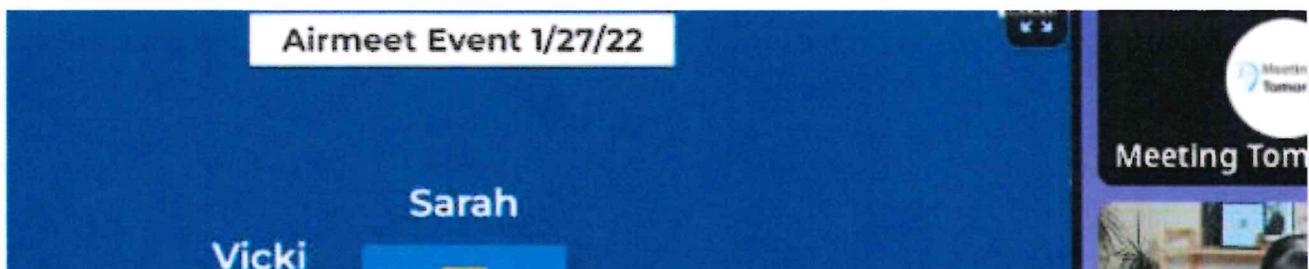
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**AS PASSED**

**A BILL TO BE ENTITLED**

**AN ACT**

1 To amend an Act to provide a new charter for the City of Pine Lake, approved April 4, 1991  
2 (Ga. L. 1991, p. 3935), as amended, so as to restate the city's charter; to change the corporate  
3 limits of such city; to transfer powers from the mayor to the city manager and vest additional  
4 powers in the city manager; to provide for the mayor to vote in case of a tie; to provide for  
5 appointment and removal of department directors; to provide for elections; to repeal  
6 conflicting laws; and for other purposes.

7 **BE IT ENACTED BY THE GENERAL ASSEMBLY OF GEORGIA:**

8 **SECTION 1.**

9 An Act to provide a new charter for the City of Pine Lake, approved April 4, 1991 (Ga. L.  
10 1991, p. 3935) as amended, is amended by striking the charter in its entirety and inserting in  
11 lieu thereof the following:

12 "ARTICLE I.  
13 INCORPORATION AND POWERS

14 Section 1.10.  
15 Incorporation.

16 The City of Pine Lake in DeKalb County is reincorporated by the enactment of this charter  
17 and is constituted and declared a body politic and corporate under the name of the 'City of  
18 Pine Lake.' References in this charter to 'the city' or 'this city' refer to the City of Pine Lake.  
19 The city shall have perpetual existence.

20 Section 1.11.  
21 Corporate boundaries.

22 (a) The boundaries of this city shall be those existing on the effective date of the adoption  
23 of this charter with such alterations as may be made from time to time by local law or in  
24 the manner provided by general state law. The boundaries of this city at all times shall be  
25 shown on a map, a written description, or any combination thereof, to be retained  
26 permanently in the office of the city clerk of the city and to be designated, as the case may  
27 be: 'Official Map or Description of the Corporate Limits of the City of Pine Lake, Georgia.'  
28 Photographic, typed or other copies of such map or description certified by the mayor shall  
29 be admitted as evidence in all courts and shall have the same force and effect as the original  
30 map or description.

31 (b) In addition to all other territory included within the corporate limits of said city, the  
32 corporate limits shall specifically include the following described property:

33 (1) All that tract or parcel of land lying and being in Land Lot 15 of the 18th District of  
34 DeKalb County, Georgia, known as 4599 Rockbridge Road, under the street numbering

35 system in effect on the effective date of this Act, and being more particularly described  
36 according to ALTA/ACSM Survey for Mimms Properties, United Americans Bank, N.A.  
37 and Chicago Title Insurance Company prepare by Integrated Science Engineering,  
38 dated May 22, 2001, as follows:

39 Beginning at a 1 inch open topped pipe found on the southerly right of way line of  
40 Rockbridge Road (variable r/w), a distance of 577.6 feet westerly from the center line  
41 of Rowland Road (variable r/w); running thence south 01 degree 27 minutes 14 seconds  
42 west a distance of 299.92 feet to a 1 inch open topped pipe found; running thence  
43 north 88 degree 34 minutes 41 seconds west a distance of 412.57 feet to a 1/2 inch iron  
44 pin found; running thence north 01 degree 50 minutes 24 seconds east a distance  
45 of 312.99 feet to an iron pin set on the southerly right-of-way line of Rockbridge Road;  
46 running thence along said southerly right of way line of Rockbridge Road, and  
47 following the curvature thereof, an arc distance of 315.39 feet, said arc being subtended  
48 by a chord bearing south 81 degree 38 minutes 01 seconds east and having a chord  
49 distance of 312.65 feet, to an iron pin set; running thence north 01 degree 34 minutes 12  
50 seconds east a distance of 25.00 feet to a 1/2 inch iron pin found; running thence south  
51 88 degrees 25 minutes 48 seconds east a distance of 100.03 feet to a 1 inch open top  
52 pipe found at the point of beginning.

53 (2) All that tract or parcel of land lying and being in Land Lot 15 of the 18th District of  
54 DeKalb County, Georgia, known as 4687 Rockbridge Road, under the street numbering  
55 system in effect on the effective date of this Act, being more particularly described as  
56 follows:

57 To find the true point of beginning commence at the point which would be formed at  
58 the intersection of the southerly right of way line of Rockbridge Road (100 foot right  
59 of way) with the easterly right of way line of Rowland Road (70 foot right of way), if  
60 said right of way lines were extended to form a point; running thence in a northeasterly  
61 direction along the extended southerly right of way line of Rockbridge Road North 88°

62 54' 29" East a distance of 48.87 feet to a point marked by an iron pin located on the  
63 southerly right of way line of Rockbridge Road, said point hereinafter referred to as the  
64 TRUE POINT OF BEGINNING; running thence from the TRUE POINT OF  
65 BEGINNING as thus established and along the southerly right of way line of  
66 Rockbridge Road North 88° 54' 29" East a distance of 470.21 feet to a point marked by  
67 an iron pin located on the southerly right of way line of Rockbridge Road; thence  
68 leaving said southerly right of way line of Rockbridge Road and running South 01° 05'  
69 31" East a distance of 240.39 feet to a point marked by an iron pin; thence South 88°  
70 59' 49" West a distance of 519.46 feet to a point marked by an iron pin located on the  
71 easterly right of way line of Rowland Road; thence along the easterly right of way line  
72 of Rowland Road North 01° 00' 00" West a distance of 204.25 feet to a point marked  
73 by an iron pin located on the easterly right of way line of Rowland Road; thence  
74 northeasterly along the metered right of way line of the intersection of Rowland Road  
75 and Rockbridge Road North 53° 04' 19" East a distance of 60.35 feet to a point being  
76 the TRUE POINT OF BEGINNING, as per boundary and topographic survey for  
77 C.F.C. Properties, a division of Cumberland Builders Inc., dated June 18, 1984,  
78 prepared by Henry E. Harper, Georgia Registered Land Surveyor No. 1321.

79 Section 1.12.

80 Municipal powers.

81 (a) This city shall have all powers possible for a municipality to have under the present or  
82 future Constitution and laws of this state as fully and completely as though they were  
83 specifically enumerated in this charter. This city shall have all the powers of  
84 self-government not otherwise prohibited by this charter or by general law.

85 (b) The powers of this city shall be construed liberally in favor of the city. The specific  
86 mention or failure to mention particular powers shall not be construed as limiting in any

87 way the powers of this city. Said powers shall include, but are not limited to, the  
88 following:

89 (1) Air and water pollution. To regulate the emission of smoke or other exhaust which  
90 pollutes the air and to prevent the pollution of natural streams which flow within the  
91 corporate limits of the city;

92 (2) Animal regulations. To regulate and license or to prohibit the keeping or running at  
93 large of animals and fowl, and to provide for the impoundment of same if in violation of  
94 any ordinance or lawful order; to provide for the disposition by sale, gift or humane  
95 destruction of animals and fowl when not redeemed as provided by ordinance; and to  
96 provide punishment for violation of ordinances enacted under this paragraph;

97 (3) Appropriations and expenditures. To make appropriations for the support of the  
98 government of the city; to authorize the expenditure of money for any purposes  
99 authorized by this charter and for any purpose for which a municipality is authorized by  
100 the laws of the State of Georgia; and to provide for the payment of expenses of the city;

101 (4) Building regulation. To regulate and to license the erection and construction of  
102 buildings and all other structures; to adopt building, housing, plumbing, electrical, gas,  
103 and heating and air conditioning codes; and to regulate all housing and building trades;

104 (5) Business regulation and taxation. To levy and to provide for the collection of license  
105 fees and taxes on privileges, occupations, trades and professions; to license and regulate  
106 the same; to provide for the manner and method of payment of such licenses and taxes;  
107 and to revoke such licenses after due process for failure to pay any city taxes or fees;

108 (6) Condemnation. To condemn property, inside or outside the corporate limits of the  
109 city, for present or future use and for any corporate purpose deemed necessary by the  
110 governing authority, utilizing procedures enumerated in Title 22 of the O.C.G.A., or such  
111 other applicable laws as are or may hereafter be enacted;

112 (7) Contracts. To enter into contracts and agreements with other governmental entities  
113 and with private persons, firms and corporations;

- 114 (8) Emergencies. To establish procedures for determining and proclaiming that an  
115 emergency situation exists, inside or outside, the city, and to make and carry out all  
116 reasonable provisions deemed necessary to deal with or meet such an emergency for the  
117 protection, safety, health or well-being of the citizens of the city;
- 118 (9) Fire regulations. To fix and establish fire limits and from time to time to extend,  
119 enlarge or restrict the same; to prescribe fire safety regulations not inconsistent with  
120 general law, relating to both fire prevention and detection and to fire fighting; and to  
121 prescribe penalties and punishment for violations thereof;
- 122 (10) Garbage fees. To levy, fix, assess and collect a garbage, refuse and trash collection  
123 and disposal, and other sanitary service charge, tax or fee for such services as may be  
124 necessary in the operation of the city from all individuals, firms and corporations residing  
125 in or doing business within the city benefiting from such services; to enforce the payment  
126 of such charges, taxes or fees; and to provide for the manner and method of collecting  
127 such service charges;
- 128 (11) General health, safety and welfare. To define, regulate and prohibit any act,  
129 practice, conduct or use of property which is detrimental to health, sanitation, cleanliness,  
130 welfare and safety of the inhabitants of the city, and to provide for the enforcement of  
131 such standards;
- 132 (12) Gifts. To accept or refuse gifts, donations, bequests or grants from any source for  
133 any purpose related to powers and duties of the city and the general welfare of its  
134 citizens, on such terms and conditions as the donor or grantor may impose;
- 135 (13) Health and sanitation. To prescribe standards of health and sanitation within the  
136 city and to provide for the enforcement of such standards;
- 137 (14) Jail sentences. To provide that persons given jail sentences in the municipal court  
138 may work out such sentences in any public works or on the streets, roads, drains and  
139 squares in the city; to provide for commitment of such persons to any jail;

140 (15) Motor vehicles. To regulate the operation of motor vehicles and exercise control  
141 over all traffic, including parking, upon or across the streets, roads, alleys and walkways  
142 of the city;

143 (16) Municipal agencies and delegation of power. To create, alter or abolish  
144 departments, boards, offices, commissions and agencies of the city, and to confer upon  
145 such agencies the necessary and appropriate authority for carrying out all the powers  
146 conferred upon or delegated to the same;

147 (17) Municipal debts. To appropriate and borrow money for the payment of debts of the  
148 city and to issue bonds for the purpose of raising revenue to carry out any project,  
149 program or venture authorized by this charter or the laws of the State of Georgia;

150 (18) Municipal property ownership. To acquire, dispose of, lease, and hold in trust or  
151 otherwise any real, personal or mixed property, in fee simple or lesser interest, inside or  
152 outside the property limits of the city;

153 (19) Municipal property protection. To provide for the preservation and protection of  
154 property and equipment of the city and the administration and use of same by the public;  
155 and to prescribe penalties and punishment for violations thereof;

156 (20) Municipal utilities. To acquire, lease, construct, operate, maintain, sell and dispose  
157 of public utilities including, but not limited to, a system of waterworks, sewers and  
158 drains, sewage disposal, gas works, electric light plants, transportation facilities, public  
159 airports, and any other public utility; and to fix the taxes, charges, rates, fares, fees,  
160 assessments, regulations and penalties therefor; and to provide for the withdrawal of  
161 service for refusal or failure to pay the same; and to authorize the extension of water,  
162 sewerage, electrical distribution systems and all necessary appurtenances by which said  
163 utilities distributed, inside and outside the corporate limits of the city; and to provide  
164 utility services to persons, firms and corporations inside and outside the corporate limits  
165 of the city;

- 166 (21) Nuisances. To define a nuisance and provide for its abatement whether on public  
167 or private property and to prescribe penalties and punishments for maintaining a  
168 nuisance;
- 169 (22) Penalties. To provide penalties for violation of any ordinances adopted pursuant to  
170 the authority of this charter and the laws of the State of Georgia;
- 171 (23) Planning and zoning. To provide comprehensive city planning for development by  
172 zoning and to provide subdivision regulation and the like as the city council deems  
173 necessary and reasonable to ensure a safe, healthy and aesthetically pleasing community;
- 174 (24) Police and fire protection. To exercise the power of arrest through duly appointed  
175 police officers and to establish, operate or contract for a police and a fire fighting agency;
- 176 (25) Public hazards; removal. To provide for the destruction and removal of any  
177 building or other structure which is or may become dangerous or detrimental to the  
178 public;
- 179 (26) Public improvements. To provide for the acquisition, construction, building,  
180 operation and maintenance of public ways, parks, playgrounds, recreational facilities,  
181 cemeteries, markets and market houses, public buildings, libraries, public housing,  
182 airports, hospitals, terminals, docks, parking facilities or charitable, cultural, educational,  
183 recreational, conservation, sport, curative, corrective, detentional, penal and medical  
184 institutions, agencies and facilities; to provide any other public improvements, inside or  
185 outside the corporate limits of the city; to regulate the use of public improvements; and,  
186 for such purposes, property may be acquired by condemnation under Title 22 of the  
187 O.C.G.A., or such other applicable laws as are or may hereafter be enacted;
- 188 (27) Public peace. To provide for the prevention and punishment of drunkenness, riots  
189 and public disturbances;
- 190 (28) Public transportation. To organize and operate such public transportation systems  
191 as are deemed beneficial;

192 (29) Public utilities and services. To grant franchises or make contracts for public  
193 utilities and public services; and to prescribe the rates, fares, regulations and the standards  
194 and conditions of service applicable to the service to be provided by the franchise grantee  
195 or contractor, insofar as they are not in conflict with valid regulations of the public  
196 service commission;

197 (30) Regulation of roadside areas. To prohibit or regulate and control the erection,  
198 removal and maintenance of signs, billboards, trees, shrubs, fences, buildings and any and  
199 all other structures or obstructions upon or adjacent to the rights of way of streets and  
200 roads or within view thereof, inside or abutting the corporate limits of the city and to  
201 prescribe penalties and punishment for violation of such ordinances;

202 (31) Retirement. To provide and maintain a retirement plan for officers and employees  
203 of the city;

204 (32) Roadways. To lay out, open, extend, widen, narrow, establish or change the grade  
205 of, abandon or close, construct, pave, curb, gutter, adorn with shade trees, or otherwise  
206 improve, maintain, repair, clean, prevent erosion of, and light the roads, alleys, and  
207 walkways within the corporate limits of the city; to negotiate and execute leases over,  
208 through, under, or across any city property or the right of way of any streets, roads, alleys  
209 and walkways or portion thereof within the corporate limits of the city for bridges,  
210 passageways or any other purpose or use between buildings on opposite sides of the  
211 streets and for other bridges, overpasses and underpasses for private use at such location,  
212 and to charge a rental therefor in such manner as may be provided by ordinance; to  
213 authorize and control the construction of bridges, overpasses and underpasses within the  
214 corporate limits of the city; to grant franchises and rights of way throughout the streets  
215 and roads, and over the bridges and viaducts for the use of public utilities and for private  
216 use; and to require real estate owners to repair and maintain in a safe condition the  
217 sidewalks adjoining their lots or lands and to impose penalties for failure to do so;

- 218 (33) Sewer fees. To levy a fee, charge or sewer tax as necessary to assure ensure the  
219 acquiring, constructing, equipping, operating, maintaining and extending of a sewage  
220 disposal plant and sewerage system; to levy on those to whom sewers and sewerage  
221 systems are made available a sewer service fee, charge or tax for the availability or use  
222 of the sewers; to provide for the manner and method of collecting such service charges  
223 and for enforcing payment of the same; and to impose and collect a sewer connection fee  
224 or fees to those connected with the system;
- 225 (34) Solid waste disposal. To provide for the collection and disposal of garbage, rubbish  
226 and refuse and to regulate the collection and disposal of garbage, rubbish and refuse by  
227 others; and to provide for the separate collection of glass, tin, aluminum, cardboard, paper  
228 and other recyclable materials and to provide for the sale of such items;
- 229 (35) Special areas of public regulation. To regulate or prohibit junk dealers, pawn shops;  
230 the manufacture, sale or transportation of intoxicating liquors; to regulate the use and sale  
231 of firearms; to regulate the transportation, storage and use of combustible, explosive and  
232 inflammable materials, the use of lighting and heating equipment, and any other business  
233 or situation which may be dangerous to persons or property; to regulate and control the  
234 conduct of peddlers and itinerant traders, theatrical performances, exhibitions and shows  
235 of any kind, by taxation or otherwise; and to license, tax, regulate or prohibit professional  
236 fortunetelling, palmistry, adult bookstores, and massage parlors;
- 237 (36) Special assessments. To levy and provide for the collection of special assessments  
238 to cover the costs for any public improvement;
- 239 (37) Taxes: ad valorem. To levy and provide for the assessment, valuation, revaluation  
240 and collection of taxes on all property subject to taxation;
- 241 (38) Taxes: other. To levy and collect such other taxes as may be allowed now or in the  
242 future by law;
- 243 (39) Taxicabs. To regulate and license vehicles operated for hire in the city; to limit the  
244 number of such vehicles; to require the operators thereof to be licensed; to require public

245 liability insurance on such vehicles in the amounts to be prescribed by ordinance; and to  
246 regulate the parking of such vehicles;

247 (40) Cultural programs. The power to establish arts and cultural programs for the  
248 citizens of Pine Lake and to provide for the funding thereof;

249 (41) Urban redevelopment. To organize and operate an urban redevelopment program;  
250 and

251 (42) Other powers. To exercise and enjoy all other powers, functions, rights, privileges  
252 and immunities necessary or desirable to promote or protect the safety, health, peace,  
253 security, good order, comfort, convenience or general welfare of the city and its  
254 inhabitants; to exercise all implied powers necessary to carry into execution all powers  
255 granted in this charter as fully and completely as if such powers were fully stated herein;  
256 and to exercise all powers now or in the future authorized to be exercised by other  
257 municipal governments under other laws of the State of Georgia; and no listing of  
258 particular powers in this charter shall be held to be exclusive of others, nor restrictive of  
259 general words and phrases granting powers, but shall be held to be in addition to such  
260 powers unless expressly prohibited by municipalities under the Constitution or applicable  
261 laws of the State of Georgia.

262 Section 1.13.

263 Exercise of powers.

264 All powers, functions, rights, privileges, and immunities of the city, its officers, agencies, or  
265 employees shall be carried into execution as provided by this charter. If this charter makes  
266 no provision, such shall be carried into execution as provided by ordinance or as provided  
267 by pertinent laws of the State of Georgia.



285

## Section 2.12.

286

Vacancy; filling of vacancies; suspensions.

287

(a) The office of mayor or councilmember shall become vacant upon the incumbent's death, resignation, forfeiture of office or removal from office in any manner authorized by this charter or the Constitution or general laws of the State of Georgia.

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(b) A vacancy in the office of mayor or councilmember shall be filled for the remainder of the unexpired term, if any, by appointment of a majority of the remaining members of the city council if less than 12 months remain in the unexpired term, otherwise, by an election as provided for in Section 5 of this charter and Chapter 2 of Title 21 of the O.C.G.A., the 'Georgia Election Code,' or such other laws as are or may hereafter be enacted.

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(c) Upon the suspension from office of mayor or councilmember in any manner authorized by the general laws of the State of Georgia, the city council or those remaining shall appoint a successor for the duration of the suspension. If the suspension becomes permanent, then the office shall become vacant and shall be filled for the remainder of the unexpired term, if any, as provided for in this charter.

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## Section 2.13.

302

Compensation and expenses.

303

The mayor and councilmembers shall receive compensation and expenses for their services

304

as provided by ordinance.

305

## Section 2.14.

306

## Conflicts of interest; holding other offices.

307

(a) No elected official, appointed officer, or employee of the city or any agency or political entity to which this charter applies shall knowingly:

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(1) Engage in any business or transaction, or have a financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of his or her official duties or which would tend to impair the independence of his or her judgment or action in the performance of his or her official duties;

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(2) Engage in or accept private employment, or render services for private interests when such employment or service is incompatible with the proper discharge of his or her official duties or would tend to impair the independence of his or her judgment or action in the performance of his or her official duties;

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(3) Disclose confidential information concerning the property, government or affairs of the governmental body by which he or she is engaged without proper legal authorization or use such information to advance the financial or other private interest of himself or herself or others;

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(4) Accept any valuable gift, whether in the form of service, loan, thing or promise, from any person, firm or corporation to which his or her knowledge is interested, directly or indirectly, in any manner whatsoever, in business dealings with the governmental body by which he or she is engaged; provided, however, that an elected official who is a candidate for public office may accept campaign contributions and services in connection with any such campaign;

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327

(5) Represent other private interests in any action or proceeding against this city or any portion of its government; and

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(6) Vote or otherwise participate in the negotiation or in the making of any contract with any business or entity in which he or she has financial interest.

330

331 (b) Any elected official, appointed officer or employee who has any private financial  
332 interest, directly or indirectly, in any contract or matter pending before or within any  
333 department of the city shall disclose such private interest to the city council. The mayor  
334 or any councilmember who has a private interest in any matter pending before the city  
335 council shall disclose such private interest and such disclosure shall be entered on the  
336 records of the city council, and the mayor or such councilmember shall disqualify himself  
337 or herself from participating in any decision or vote relating thereto. Any elected official,  
338 appointed officer, or employee of any agency or political entity to which this charter  
339 applies who shall have any private financial interest, directly or indirectly, in any contract  
340 or matter pending before or within such entity shall disclose such private interest to the  
341 governing body of such agency or entity.

342 (c) No elected official, appointed officer, or employee of the city or any agency or entity  
343 to which this charter applies shall use property owned by such governmental entity for  
344 personal benefit, convenience or profit except in accordance with policies promulgated by  
345 the city council or the governing body of such agency or entity.

346 (d) Any violation of this section which occurs with the knowledge, express or implied, of  
347 a party to a contract or sale shall render said contract or sale voidable at the option of the  
348 city council.

349 (e) Except where authorized by law, neither the mayor nor any councilmember shall hold  
350 any other elective or compensated appointive office in the city or otherwise be employed  
351 by said government or any agency thereof during the term for which he or she was elected.  
352 No former mayor and no former councilmember shall hold any compensated appointive  
353 office in the city until one year after the expiration of the term for which he or she was  
354 elected.

355 (f) No appointed officer and no employee of the city shall continue in such employment  
356 upon qualifying as a candidate for nomination or election to any public office if such  
357 continued employment is incompatible with running for such public office.

358 (g)(1) Any city officer or employee who knowingly conceals such financial interest or  
359 knowingly violates any of the requirements of this section shall be guilty of malfeasance  
360 in office or position and shall be deemed to have forfeited his or her office or position.

361 (2) Any officer or employee of the city who shall forfeit his or her office or position as  
362 described in paragraph (1) of this subsection, shall be ineligible for appointment or  
363 election to or employment in a position in the city government for a period of three years  
364 thereafter.

365

366 Section 2.15.

367

Inquiries and investigations.

368 The city council may make inquiries and investigations into the affairs of the city and the  
369 conduct of any department, office or agency thereof, and for this purpose may subpoena  
370 witnesses, administer oaths, take testimony and require the production of evidence. Any  
371 person who fails or refuses to obey a lawful order issued in the exercise of these powers by  
372 the city council shall be punished as provided by ordinance.

373

Section 2.16.

374

General power and authority.

375 Except as otherwise provided by the charter, the city council shall be vested with all the  
376 powers of government of this city as provided by Article I of this charter.

377 Section 2.17.  
378 Eminent domain.

379 The city council is empowered to acquire, construct, operate and maintain public ways,  
380 parks, public grounds, cemeteries, markets, market houses, public buildings, libraries,  
381 sewers, drains, sewage treatment, water works, electrical systems, gas systems, airports,  
382 hospitals and charitable, educational, recreational, sport, curative, corrective, detention, penal  
383 and medical institutions, agencies and facilities, and any other public improvements inside  
384 or outside the city, and to regulate the use thereof, and for such purposes, property may be  
385 condemned under procedures established under general law applicable now or as provided  
386 in the future.

387 Section 2.18.  
388 Organizational meeting.

389 The city council shall hold an organizational meeting on the first Tuesday at the first regular  
390 meeting after January 1 following a regular election each year. The meeting shall be called  
391 to order by the city clerk and the oath of office shall be administered to the newly elected  
392 members as follows:

393 I do swear or affirm that I will faithfully perform the duties of (council member)(mayor)  
394 for the City of Pine Lake during my term of office; that I am not the holder of any  
395 unaccounted for public money due the State of Georgia or any political subdivision or  
396 authority thereof; that I am not the holder of any office of trust under the government of  
397 the United States or any other state or any foreign state which I may, by the laws of the  
398 State of Georgia, be prohibited from holding; that I am otherwise qualified to hold the  
399 office to which I have been elected according to the constitution and laws of Georgia; that  
400 I will support the Constitution of the United States and of the State of Georgia; that I am

401 a resident of the City of Pine Lake; and I will enforce the charter and ordinances of the City  
402 of Pine Lake to the best of my skill and ability.'

403 Section 2.19.

404 Regular and special meetings.

405 (a) The city council shall hold regular meetings at such times and places as prescribed by  
406 ordinance.

407 (b) Special meetings of the city council may be held on call of the mayor or three members  
408 of the city council not including the mayor. Notice of such special meetings shall be served  
409 on all other members personally, or by telephone personally, at least 48 hours in advance  
410 of the meeting. Such notice to councilmembers shall not be required if the mayor and all  
411 councilmembers are present when the special meeting is called. Such notice of any special  
412 meeting may be waived by a councilmember in writing before or after such a meeting and  
413 attendance at the meeting shall also constitute a waiver of notice on any business transacted  
414 in such councilmember's presence. Only the business stated in the call may be transacted  
415 at the special meeting.

416 (c) All meetings of the city council shall be public to the extent required by law and notice  
417 to the public of special meetings shall be made fully as is reasonably possible two days  
418 prior to such meetings.

419 Section 2.20.

420 Procedures.

421 (a) The city council shall adopt its rules of procedure and order of business consistent with  
422 the provisions of this charter and shall provide for keeping a journal of its proceedings,  
423 which shall be a public record.

424 (b) All committees and committee chairpersons and officers of the city council shall be  
425 appointed by the mayor and shall serve at the pleasure of the mayor. The mayor shall have  
426 the power to appoint new members to any committee at any time.

427 Section 2.21.  
428 Quorum; voting.

429 (a) Except as otherwise provided in subsection (b) of this section, three councilmembers,  
430 not including the mayor, shall constitute a quorum and shall be authorized to transact the  
431 business of the city council. Voting on the adoption of ordinances shall be by voice vote  
432 and the vote shall be recorded in the journal, but the mayor or any member of the city  
433 council shall have the right to request a roll call vote and such vote shall be recorded in the  
434 journal. Except as otherwise provided in this charter, the affirmative vote of three  
435 councilmembers shall be required for the adoption of any ordinance, resolution or motion.  
436 (b) In the event vacancies in office result in less than a quorum of councilmembers holding  
437 office, then the remaining councilmembers in office shall constitute a quorum and shall be  
438 authorized to transact business of the city council. A vote of a majority of the remaining  
439 councilmembers shall be required for the adoption of any ordinance, resolution or motion.

440 Section 2.22.  
441 Ordinance form; procedures.

442 (a) Every proposed ordinance should be introduced in writing and in the form required for  
443 final adoption. No ordinance shall contain a subject which is not expressed in its title. The  
444 enacting clause shall be 'The Council of the City of Pine Lake hereby ordains...' and every  
445 ordinance shall so begin.

446 (b) An ordinance may be introduced by any councilmember and be read at a regular or  
447 special meeting of the city council. Ordinances shall be considered and adopted or rejected  
448 by the city council in accordance with the rules which it shall establish; provided, however,  
449 that an ordinance shall not be adopted the same day it is introduced, except for emergency  
450 ordinances provided in Section 2.24 of this charter. Upon introduction of any ordinance,  
451 the clerk shall as soon as possible distribute a copy to the mayor and to each  
452 councilmember and shall file a reasonable number of copies in the office of the clerk and  
453 at such other public places as the city council may designate.

454 (c) The reading of the preamble to an ordinance shall be sufficient to meet the  
455 requirements of a 'read' or 'reading.' By affirmative vote of a majority of the city council,  
456 a reading of the ordinance in its entirety shall be required.

457 Section 2.23.

458 Action requiring an ordinance or resolution.

459 Permanent acts of the city council which have the force and effect of law shall be enacted by  
460 ordinance. Acts of a temporary nature may be enacted by resolution.

461 Section 2.24.

462 Emergencies.

463 To meet a public emergency affecting life, health, property or public peace, the city council  
464 may convene on call of the mayor or three councilmembers and promptly adopt an  
465 emergency ordinance, but such ordinance may not levy taxes; grant, renew or extend a  
466 franchise; regulate the rate charged by any public utility for its services; or authorize the  
467 borrowing of money except for loans to be repaid within 30 days. An emergency ordinance  
468 shall be introduced in the form prescribed for ordinances generally, except that it shall be

469 plainly designated as an emergency ordinance and shall contain, after the enacting clause,  
470 a declaration stating that an emergency exists, and describing the emergency in clear and  
471 specific terms. An emergency ordinance may be adopted, with or without amendment, or  
472 rejected at the meeting at which it is introduced, but the affirmative vote of at least three  
473 councilmembers shall be required for adoption. It shall become effective upon adoption or  
474 at such later time as it may specify. Every emergency ordinance shall automatically stand  
475 repealed 30 days following the date upon which it was adopted, but this shall not prevent  
476 reenactment of the ordinance in the manner specified in this section if the emergency  
477 continues to exist. An emergency ordinance shall also be repealed by adoption of a repealing  
478 ordinance in the same manner specified in this section for adoption of emergency ordinances.

479

## Section 2.25.

480

## Codes of technical regulations.

481 (a) The city council may adopt any standard code of technical regulations by reference  
482 thereto in an adopting ordinance. The procedure and requirements governing such  
483 adopting ordinance shall be as prescribed for ordinances generally except that:

484 (1) The requirements of subsection (b) of Section 2.22 of this charter for distribution and  
485 filing of copies of the ordinance shall be construed to include copies of any code of  
486 technical regulations, as well as the adopting ordinance; and

487 (2) A copy of each adopted code of technical regulations, as well as the adopting  
488 ordinance, shall be authenticated and recorded by the clerk pursuant to Section 2.26 of  
489 this charter.

490 (b) Copies of any adopted code of technical regulations shall be made available by the city  
491 clerk for review, for distribution or for purchase at a reasonable price.

492

## Section 2.26.

493

Signing; authenticating; recording; codification; printing.

494 (a) The city clerk shall authenticate by his or her signature and record in full in a properly  
495 indexed book kept for that purpose, all ordinances adopted by the council.

496 (b) The city council shall provide for the preparation of a general codification of all the  
497 ordinances of the city having the force and effect of law. The general codification shall be  
498 adopted by the city council by ordinance and shall be published promptly, together with  
499 all amendments thereto and such codes of technical regulations and other rules and  
500 regulations as the city council may specify. This compilation shall be known and cited  
501 officially as 'The Code of the City of Pine Lake, Georgia.' Copies of the code shall be  
502 furnished to all officers, departments and agencies of the city, and made available for  
503 purchase by the public at a reasonable price as fixed by the city council.

504 (c) The city council shall cause each ordinance and each amendment to this charter to be  
505 printed promptly following its adoption, and the printed ordinances and charter  
506 amendments shall be made available for review by the public without cost and for purchase  
507 by the public at reasonable prices to be fixed by the city council. Following publication  
508 of the first code under this charter and at all times thereafter, the ordinances and charter  
509 amendments shall be printed in substantially the same style as the code then in effect and  
510 shall be suitable in form for incorporation within the code. The city council shall make  
511 such further arrangements as deemed desirable with reproduction and distribution of any  
512 changes in or additions to codes of technical regulations and other rules and regulations  
513 included in the code.

514 Section 2.27.

515 City manager; appointment; qualifications; compensation; removal.

516 The mayor shall appoint a city manager, subject to confirmation by the city council. The  
517 mayor and city council shall fix the city manager's compensation. The city manager shall  
518 be appointed solely on the basis of that person's administrative, executive, and professional  
519 qualifications. Except as otherwise provided by this charter or by law, the city manager shall  
520 not be subject to termination or removal by the mayor or the city council acting alone, but  
521 only upon a majority vote of the mayor and city council at a regularly scheduled meeting.

522 Section 2.28.

523 Powers and duties of the city manager.

524 The city manager shall be the chief administrative and executive officer of the city. The city  
525 manager shall report to the mayor and be responsible to the city council for the  
526 administration of all city affairs placed in the city manager's charge by or under this charter.  
527 As the chief executive and administrative officer, the city manager shall:

528 (1) Appoint and, when the city manager deems it necessary for the good of the city,  
529 suspend or remove any city employee and administrative officers the city manager  
530 appoints, except as otherwise provided by law or personnel ordinances adopted pursuant  
531 to this charter. The city manager shall authorize any administrative officer who is subject  
532 to the city manager's direction and supervision to exercise these powers with respect to  
533 subordinates in that officer's department, office, or agency;

534 (2) Direct and supervise the administration and operation of all departments, offices, and  
535 agencies of the city, except as otherwise provided by this charter or by law;

536 (3) Shall serve as the director of administration; or delegate such responsibility to any  
537 administrative officer under the city manager's supervision;

- 538 (4) Attend all city council meetings, except for closed meetings held for the purposes of  
539 deliberating on the appointment, discipline, or removal of the city manager or held for the  
540 purpose of receiving legal advice regarding the city manager, and have the right to take  
541 part in discussion, but the city manager may not vote;
- 542 (5) Perform the general duties of treasurer, accountant, and fiscal officer;
- 543 (6) See that all laws, provisions of this charter, and acts of the city council, subject to  
544 enforcement by the city manager or by officers subject to the city manager's direction and  
545 supervision, are faithfully executed;
- 546 (7) Prepare and submit to the city council a recommended operating budget and  
547 recommended capital budget;
- 548 (8) Submit to the city council and make available to the public, at least annually, a  
549 statement covering the financial condition of the city and a report on the administrative  
550 activities of the city as of the end of each fiscal year;
- 551 (9) Make such other reports as the city council may require concerning the operations  
552 of the city departments, offices, and agencies subject to the city manager's direction and  
553 supervision;
- 554 (10) Keep the city council advised as to the financial condition and future needs of the  
555 city, and make such recommendations to the city council concerning the affairs of the city  
556 as the city manager deems desirable;
- 557 (11) Provide council with an organizational chart that identifies all directors and the  
558 departments of city government that have been legally activated;
- 559 (12) Be responsible for the administration of court service operations, maintenance of  
560 municipal court records and collection of fines as established by ordinance and state law;  
561 and
- 562 (13) Perform other such duties as are specified in this charter or as may be required by  
563 the city council.

564 Section 2.29.  
565 Acting city manager.

566 By letter filed with the city clerk, the city manager shall designate, subject to the approval  
567 of council, a qualified city administrative officer to exercise the powers and perform the  
568 duties of city manager during the city manager's temporary absence of 30 days or less.  
569 During such absence, the city council may revoke such designation at any time and appoint  
570 another officer of the city to serve until the city manager shall return. In the case of  
571 permanent absence or removal of the city manager, the city council shall have the authority  
572 to appoint or to designate an acting city manager and to affix the acting city manager's  
573 compensation. The acting city manager shall be appointed or designated solely on the basis  
574 of that person's administrative, executive, and professional qualifications.

575 Section 2.30.  
576 Council's interference with administration.

577 Except for the purpose of inquiries and investigations under Section 2.15 of this charter, the  
578 city council or its members shall deal with city officers and employees who are subject to the  
579 direction and supervision of the city manager solely through the city manager, and neither  
580 the city council nor its members shall give orders to any such officer or employee, either  
581 publicly or privately.

582 Section 2.31.  
583 Powers and duties of mayor.

584 The mayor shall:

- 585 (1) Preside at meetings of mayor and council and have the right to take part in the  
586 deliberations of the city council, but shall not vote on any question except in the case of  
587 a tie;
- 588 (2) Serve as head of the city for the purpose of service of process and for ceremonial  
589 purposes and be the official spokesperson for the city and the chief advocate of policy.
- 590 (3) Have power to administer oaths and to take affidavits;
- 591 (4) Sign as a matter of course on behalf of the city all written and approved contracts,  
592 ordinances, and other instruments executed by the city which by law are required to be  
593 in writing;
- 594 (5) Have veto power pursuant to Section 2.33 of this charter;
- 595 (6) Call special meetings of the city council as provided for in subsection (b) of  
596 Section 2.19 of this charter;
- 597 (7) Sign all checks for the payment of approved money owed by the city;
- 598 (8) Approve or disapprove ordinances as provided in Section 2.33 of this charter;
- 599 (9) Perform such other duties as may be required by law, this charter, or ordinance.

600 Section 2.32.  
601 Limitation on terms of service.

602 No mayor elected and qualified for two terms shall be eligible to serve as mayor for the  
603 succeeding term.

604

## Section 2.33.

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## Submission of ordinances to the mayor; veto power.

606

(a) Every ordinance adopted by the city council shall be presented by the city clerk to the mayor.

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(b) The mayor shall within ten days of receipt of an ordinance return it to the city clerk with or without his or her approval, or with his or her disapproval. If the ordinance is neither approved nor disapproved, it shall become law at 12:00 Noon on the tenth calendar day after its adoption; if the ordinance is disapproved, the mayor shall submit to the city council through the city clerk a written statement of his or her reasons for the veto. The city clerk shall record upon the ordinance the date of its delivery to and receipt from the mayor.

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(c) Ordinances vetoed by the mayor shall be presented by the city clerk to the city council at its next regular meeting and shall become law if the city council then or at its next regular meeting adopts the ordinance by an affirmative vote of a supermajority of those present and voting. For purposes of overriding a veto by the mayor, the mayor shall not vote in the case of a tie.

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(d) The mayor may disapprove or reduce any item or items of appropriation in any ordinance. The approved part or parts of ordinance making appropriations shall become law, and the part or parts disapproved shall not become law unless subsequently passed by the city council over the mayor's veto as provided herein. The reduced part or parts shall be presented to city council as though disapproved and shall become law unless overridden by the council as provided in subsection (c) of this section.

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626 Section 2.34.  
627 Mayor pro tempore; selection; duties.

628 By a majority vote of all its member, the city council shall elect a councilmember to serve  
629 as mayor pro tempore who shall serve at the pleasure of the council. Such election shall  
630 occur at the first organizational meeting after each regular election. When the mayor pro  
631 tempore is temporarily serving as mayor and is presiding at meetings of the city council, the  
632 mayor pro tempore shall retain the right to vote as a member of the city council. During the  
633 absence of the mayor for any cause, the mayor pro tempore of the city council shall be  
634 clothed with all the rights and privileges of the mayor so long as such absence shall continue.  
635 The mayor pro tempore shall sign all contracts and ordinances for which the mayor has a  
636 disqualifying financial interest as provided in Section 2.14 of this charter.

637 ARTICLE III.  
638 ADMINISTRATIVE AFFAIRS

639 Section 3.10.  
640 Administrative and service departments.

641 (a) Except as otherwise provided in this charter, the city council by ordinance shall  
642 prescribe the functions or duties and establish, abolish, or alter all nonelective offices as  
643 necessary for proper administration of the affairs and government of the city.

644 (b) Except as otherwise provided by this charter or by law, the directors of departments  
645 and other appointed officers of the city shall be appointed solely on the basis of their  
646 respective administrative and professional qualifications.

647 (c) All appointed officers and directors of departments shall receive such compensation  
648 as prescribed by the budget adopted by the city council.

649 (d) There shall be a director of each department. Each director shall be subject to the  
650 direction and supervision of the city manager and shall be responsible for the  
651 administration, the affairs, and the operation of the director's department. The city manager  
652 may serve as director of a department. An individual may serve as director of more than  
653 one department.

654 (e) All directors under the supervision of the city manager shall be recommended by the  
655 city manager for appointment by the city council and may be suspended or terminated by  
656 the city manager. The director involved may appeal to the city council within five calendar  
657 days of the suspension or termination. After a hearing, the council may override the city  
658 manager's action by the affirmative vote of a majority of councilmembers present and  
659 voting. In the event of a tie, the mayor may vote to break the tie. The following  
660 administrative officers shall not be considered 'directors' whom the city manager may  
661 suspend or remove under this section: city attorney, city manager and city clerk; the  
662 foregoing administrative officers shall only be subject to removal as otherwise allowed  
663 under this charter or by law. Acting directors may serve until a quorum of the city council  
664 affirmatively requests a permanent director to be appointed, subject to regular city council  
665 approval. All other appointed directors shall be employees at will unless otherwise provide  
666 by law or ordinance.

667 Section 3.11.

668 Boards, commissions and authorities.

669 (a) The city council shall create by ordinance or resolution such boards, commissions and  
670 authorities to fulfill any investigative, quasi-judicial or quasi-legislative function the city  
671 council deems necessary, and shall by ordinance or resolution establish the composition,  
672 period of existence duties and powers thereof.

673 (b) All members of boards, commissions and authorities of the city shall be appointed by  
674 the city council for such terms of office and in such manner as shall be provided by  
675 ordinance or resolution, except where other appointing authority, terms of office or manner  
676 of appointment is prescribed by this charter or by law.

677 (c) The city council, by ordinance or resolution, may provide for the compensation and  
678 reimbursement for actual and necessary expenses of the members of any board,  
679 commission or authority.

680 (d) Except as otherwise provided by charter, by ordinance or by other law, no member of  
681 any board, commission or authority shall hold any elective office in the city.

682 (e) Any vacancy on a board, commission, or authority of the city shall be filled for the  
683 unexpired term in the manner prescribed for the original appointment, except as otherwise  
684 provided by this charter, by ordinance or by other law.

685 (f) No member of a board, commission or authority shall assume office until such member  
686 has executed and filed with the clerk of the city an oath obligating to perform faithfully and  
687 impartially the duties of his or her office, such oath to be prescribed by ordinance and  
688 administered by the mayor.

689 (g) Any member of a board, commission or authority may be removed from office for  
690 cause by an affirmative vote of three members of the city council.

691 (h) Except as otherwise provided by this charter or by law, each board, commission or  
692 authority of the city shall elect one of its members as chairperson and one member as  
693 vice-chairperson, and may elect as its secretary one of its members or may appoint as  
694 secretary an employee of the city. Each board, commission or authority of the city  
695 government may establish such bylaws, rules and regulations, not inconsistent with this  
696 charter, an ordinance of the city, or law, as it deems appropriate and necessary for the  
697 fulfillment of its duties or the conduct of its affairs. Copies of such bylaws, rules and  
698 regulations shall be filed with the clerk of the city.

699 Section 3.12.  
700 City attorney.

701 The city council shall appoint a city attorney, subject to confirmation by city council,  
702 together with such assistant city attorneys as may be authorized, and shall provide for the  
703 payment of such attorney or attorneys for services rendered to the city. The city attorney  
704 shall be responsible for representing and defending the city in all litigation in which the city  
705 is a party; may be the prosecuting officer in the municipal court; shall attend the meetings  
706 of the council as directed; shall advise the city council, mayor, city manager and other  
707 officers and employees of the city concerning legal aspects of the city's affairs; and shall  
708 perform such other duties as may be required of him or her by virtue of such person position  
709 as city attorney. Except as otherwise provided by this charter or by law, the city attorney  
710 shall be subject to termination or removal by a majority vote of the city council at a regularly  
711 scheduled meeting. The city manager, as chief executive officer of the city, shall use the  
712 city's administrative resources to identify candidates and to present recommendations to the  
713 city council as to appointment of a city attorney. The recommendation of the manager is  
714 subject to confirmation by the city council. The city attorney shall be responsible for  
715 reviewing and approving all contracts, pursuant to related ordinances. The city attorney shall  
716 provide legal advice to the mayor, city council, city manager, chief of police and the city  
717 clerk upon request of the mayor or city manager except on issues germane to investigations  
718 of the mayor, whereby authority is given to the mayor pro tempore.

719 Section 3.13.  
720 City clerk.

721 The city council shall appoint a city clerk who shall not be a member of the city council. The  
722 city clerk shall be the custodian of the official city seal; maintain city council records

723 required by this charter; and perform such other duties as may be required by the city council  
724 and as are imposed upon that officer by state law. Except as otherwise provided in this  
725 charter or by law, the city clerk shall not be subject to termination or removal by the mayor  
726 or the city council acting alone, but only upon the majority vote of the mayor and a  
727 concurring majority of the city council sitting at a regularly scheduled meeting of the city  
728 council. In the event that an appointment is not made to the city clerk position, the city  
729 manager shall serve as city clerk.

730

## Section 3.14.

731

## Administrative affairs.

732 (a) The mayor shall acknowledge the city manager's recommendation of an auditor and  
733 such recommendation shall be subject to confirmation by the city council. The auditor  
734 shall be responsible for auditing and annual revenues and expenditures pursuant to state  
735 and federal law such recommendation shall be subject to confirmation by the city council.  
736 The auditor shall be responsible for auditing and annual revenues and expenditures  
737 pursuant to state and federal law.

738 (b) The city manager shall solicit bids and proposals for city auditing service once every  
739 three years and shall review those bids and make a recommendation to the mayor and  
740 council for the purposes of the appointment of the city auditor.

741 (c) The city manager shall solicit bids and proposals for legal services by a qualified  
742 municipal attorney at least once every five years and shall review those bids and make a  
743 recommendation to the mayor and council for the purpose of the appointment of the city  
744 attorney.

745 Section 3.15.  
746 Chief of police.

747 The city council shall appoint a chief of police by majority vote of the council. The chief of  
748 police and officers under his or her command shall be responsible for the direct enforcement  
749 of all city ordinances and laws as defined by the city charter and the State of Georgia. The  
750 chief of police shall also perform the duties of city marshal to levy all executions in favor of  
751 the city for taxes, fines, assessments or other pecuniary demands and to advertise and sell  
752 property levied on, real or personal, for the satisfaction of taxes, assessments or fines in  
753 accordance with the laws of the State of Georgia governing sheriff's sales. The chief of  
754 police shall have the authority which now vests in the sheriffs of this state to place purchasers  
755 of said property in possession.

756 Section 3.16.  
757 Position classification and pay plans.

758 The city manager shall be responsible for the preparation of a position classification and pay  
759 plan which shall be submitted to the city council for approval. Such plan may apply to all  
760 employees of the city and any of its agencies, departments, boards, commissions or  
761 authorities. When a pay plan has been adopted, the city council shall not increase or decrease  
762 the salary range applicable to any position except by amendment of such pay plan. For  
763 purposes of this section, all elected and appointed city officials are not city employees.

764 Section 3.18.  
765 Personnel policies.

766 The city council shall adopt rules and regulations consistent with this charter concerning:

- 767 (1) Hours of work, vacation, sick leave and other leaves of absence, overtime pay and  
 768 the order and manner in which layoffs shall be effected;  
 769 (2) Such dismissal hearings as due process may require; and  
 770 (3) Such other personnel policies and notices as may be necessary to provide for the  
 771 adequate and systematic handling of personnel affairs.

772 ARTICLE IV.  
 773 JUDICIAL BRANCH

774 Section 4.10.  
 775 Creation; name.

776 There shall be a court to be known as the Municipal Court of the City of Pine Lake, Georgia.

777 Section 4.11.  
 778 Judges.

- 779 (a) The municipal court shall be presided over by a chief judge and such part-time,  
 780 full-time or stand-by judges as shall be provided by ordinance. The method of selection  
 781 and terms of such judges shall be provided for by ordinance.  
 782 (b) No person shall be qualified or eligible to serve as a judge on the municipal court  
 783 unless he or she shall have attained the age of 21 years and shall be a member of the State  
 784 Bar of Georgia. All judges shall be appointed by the city council.  
 785 (c) Compensation of the judges shall be fixed by ordinance.  
 786 (d) Judges may be removed for cause by a vote of three members of the city council.  
 787 (e) Before assuming office, each judge shall take an oath, given by the mayor, that he or  
 788 he will honestly and faithfully discharge the duties of his or her office to the best of his or

789 her ability and without fear, favor or partiality. The oath shall be entered upon the minutes  
790 of the city council journal required by Section 2.20 of this charter.

791 Section 4.12.  
792 Convening of court.

793 The municipal court shall be convened at regular intervals as provided by ordinance.

794 Section 4.13.  
795 Jurisdiction; powers.

796 (a) The municipal court shall try and punish violations of this charter, all city ordinances  
797 and such other violations as provided by law.

798 (b) The municipal court shall have authority to punish those in its presence for contempt,  
799 provided that such punishment shall not exceed a fine of \$200.00 or ten days in jail.

800 (c) The municipal court may fix punishment for offenses within its sole jurisdiction not  
801 exceeding a fine of \$1,000.00 or imprisonment for six months or both such fine and  
802 imprisonment or may fix punishment by fine, imprisonment or alternative sentencing as  
803 now or hereafter provided by law and may impose any punishment up to the maximums  
804 specified by general law for offenses with its concurrent jurisdiction. The jailer of DeKalb  
805 County is required to receive all such prisoners delivered to him or her by the municipal  
806 court.

807 (d) The municipal court shall have authority to establish a schedule of fees to defray the  
808 cost of operation and shall be entitled to reimbursement of the actual cost of meals,  
809 transportation and caretaking of prisoners bound over to superior courts for violations of  
810 state law.

- 811 (e) The municipal court shall have authority to establish bail and recognizances to ensure  
812 the presence of those charged with violations before said court and shall have discretionary  
813 authority to accept cash or personal or real property as surety for the appearance of persons  
814 charged with violations. When any person shall give bail for appearance and shall fail to  
815 appear at the time fixed for trial, such person's bond shall be forfeited by the judge  
816 presiding at such time, and an execution issued thereon by serving the defendant and the  
817 defendant's sureties with a rule nisi at least two days before a hearing on the rule nisi. In  
818 the event that cash or property is accepted in lieu of bond for security for the appearance  
819 of a defendant at trial and if such defendant fails to appear at the time and place fixed for  
820 trial, the cash so deposited shall be on order of the judge declared forfeited to the city, or  
821 the property so deposited shall have lien against it for the value forfeited, which lien shall  
822 be enforceable in the same manner and to the same extent as a lien for city property taxes.
- 823 (f) The municipal court shall have the same authority as superior courts to compel the  
824 production of evidence in the possession of any party; to enforce obedience to its orders,  
825 judgments and sentences; and to administer such oaths as are necessary.
- 826 (g) The municipal court shall have the authority to bind prisoners over to the appropriate  
827 court when it appears by probable cause that state law has been violated.
- 828 (h) Each judge of the municipal court may compel the presence of all parties necessary to  
829 a proper disposal of each case by the issuance of summonses, subpoenas and warrants  
830 which may be served as executed by any officer as authorized by this charter or by law.
- 831 (i) Each judge of the municipal court shall be authorized to issue warrants for the arrest  
832 of persons charged with offenses against any ordinance of the city, and each judge of the  
833 municipal court shall have the same authority as a magistrate of the state to issue warrants  
834 for offenses against state laws committed within the city.
- 835 (j) The municipal court is specifically vested with all the jurisdiction and powers  
836 throughout the geographic area of this city granted by law to municipal courts and

837 particularly by such laws as authorize the abatement of nuisances and prosecution of traffic  
838 violations.

839 (k) The chief municipal court judge shall perform such other duties as required for proper  
840 administration of the municipal court.

841 Section 4.14.

842 Appeal.

843 The right of certiorari or appeal from the decision and judgment of the municipal court shall  
844 exist in all criminal cases and ordinance violation cases, and such certiorari shall be obtained  
845 under the sanction of a judge of the superior court of DeKalb County, under the laws of the  
846 State of Georgia regulating the granting and issuance of writs of certiorari or appeals from  
847 municipal courts.

848 Section 4.15.

849 Rules for court.

850 With the approval of the city council, the judge shall have full power and authority to make  
851 reasonable rules and regulations necessary and proper to secure the efficient and successful  
852 administration of the municipal court; provided, however, that the city council may adopt in  
853 part or in toto the rules and regulations applicable to superior courts. The rules and  
854 regulations made or adopted shall be filed with the city clerk, shall be available for public  
855 inspection, and, upon request, shall be furnished to all defendants in municipal court  
856 proceedings at least 48 hours prior to said proceedings.

857 ARTICLE V.  
858 ELECTIONS AND REMOVAL

859 Section 5.10.  
860 Applicability of general law.

861 All primaries and elections shall be held and conducted in accordance with the Constitution  
862 and general laws of the State of Georgia.

863 Section 5.11.  
864 Election of the city council and mayor.

865 (a) There shall be a municipal general election on the first Tuesday next following the first  
866 Monday in November.

867 (b) There shall be elected the mayor and two councilmembers at one election and at every  
868 other election thereafter. The remaining city council seats shall be filled at the election  
869 alternating with the first election so that a continuing body is created as provided for in the  
870 initial election held under this charter pursuant to Section 7.12 of this charter.

871 Section 5.12.  
872 Nonpartisan elections.

873  
874 Political parties shall not conduct primaries for city offices and all names of candidates for  
875 city offices shall be listed without party designations.

876 Section 5.13.

877 Election by plurality.

878 The person receiving a plurality of the votes cast for any city office shall be elected.

879 Section 5.14.

880 Special elections; vacancies.

881 In the event that the office of mayor or councilmember shall become vacant, the city council  
882 or those remaining shall order a special election to fill the balance of the unexpired term of  
883 such official; provided, however, that if such vacancy occurs within 12 months of the  
884 expiration of the term of that office, the city council or those remaining shall appoint a  
885 successor for the remainder of the term. In all other respects, the special election shall be  
886 held and conducted in accordance with applicable general state law as now or hereafter  
887 amended.

888 Section 5.15.

889 Other provisions.

890 Except as otherwise provided by this charter, the city council shall, by ordinance, prescribe  
891 such rules and regulations it deems appropriate to fulfill any options and duties under general  
892 state law.

893

## Section 5.16.

894

## Removal of officers.

895 (a) The mayor, councilmembers or other appointed officers provided for in this charter  
896 shall be removed from office for any one or more of the following causes:

897 (1) Incompetence, misfeasance or malfeasance in office;

898 (2) Conviction of a crime involving moral turpitude;

899 (3) Failure at any time to possess any of the qualifications of office as provided by this  
900 charter or by law;

901 (4) Knowingly violating any express prohibition of this charter;

902 (5) Abandonment of office or neglect to perform the duties thereof;

903 (6) Failure for any other cause to perform the duties of office as required by this charter  
904 or by state law.

905 (b)(1) Following a charge against an elected official upon one or more of the grounds  
906 listed in subparagraph (a) of this section, the elected official shall be notified of the  
907 charges in writing. The city council, without participation by any charged member, shall  
908 appoint a committee consisting of five citizens who are not elected officials to conduct  
909 an investigation of the charges and said commission shall issue a report of its findings to  
910 the mayor and city council within ten days of its appointment. The elected official  
911 charged shall have a right to a public hearing before the city council to be held within ten  
912 days of receipt by the mayor and city council of the report from the citizens committee.  
913 The charged elected official shall have the right of counsel, the right to examine  
914 witnesses, and the power to subpoena persons or physical evidence. Any elected officer  
915 sought to be removed from office as herein provided shall have the right of appeal from  
916 the decision of the city council to the Superior Court of DeKalb County. Such appeal  
917 shall be governed by the same rules as govern appeals to the superior court from the  
918 probate court; or

919 (2) By petition of recall by the electors of the City of Pine Lake, as provided for by the  
920 laws of the State of Georgia.

921 (c) Any mayor or councilmember of the city who shall forfeit his or her office as described  
922 in paragraphs (a) and (b) of this section shall be ineligible for appointment or election for  
923 any office in the city government.

924 ARTICLE VI.

925 FINANCE

926 Section 6.10.

927 Property tax.

928 The city council may assess, levy and collect an ad valorem tax on all real and personal  
929 property within the corporate limits of the city that is subject to such taxation by the state and  
930 county. This tax is for the purpose of raising revenues to defray the costs of operating the  
931 city government, of providing governmental services, for the repayment of principal and  
932 interest on general obligations, and for any other public purpose as determined by the city  
933 council in its discretion.

934 Section 6.11.

935 Millage rate; due dates; payment methods.

936 The city council by ordinance shall establish a millage rate for the city property tax, a due  
937 date, and the time period within which these taxes must be paid. The city council by  
938 ordinance may provide for the payment of these taxes by installments or in one lump sum,  
939 as well as authorize the voluntary payment of taxes prior to the time when due.

940 Section 6.12.  
941 Occupation and business taxes.

942 The city council by ordinance shall have the power to levy such occupation or business taxes  
943 as are not denied by law. Such taxes may be levied on both individuals and corporations who  
944 transact business in this city or who practice or offer to practice any profession or calling to  
945 the extent such persons have a constitutionally sufficient nexus to this city to be so taxed.  
946 The city council may classify businesses, occupations, professions or callings for the purpose  
947 of such taxation in any way which may be lawful and may compel the payment of such taxes  
948 as provided in Section 6.18 of this charter.

949 Section 6.13.  
950 Licenses; permits; fees.

951 The city council by ordinance shall have the power to require any individual or corporation  
952 who transacts business in this city or who practices or offers to practice any profession or  
953 calling therein to obtain a license or permit for such activity from the city and pay a  
954 reasonable fee for such license or permit where such activities are not now regulated by  
955 general law in such a way as to preclude city regulations. Such fees may reflect the total cost  
956 to the city of regulating the activity, and if unpaid, shall be collected as provided in  
957 Section 6.18 of this charter. The city council by ordinance may establish reasonable  
958 requirements for obtaining or keeping such licenses as the public health, safety and welfare  
959 necessitate.

960 Section 6.14.  
961 Franchises.

962 The city council shall have the power to grant franchises for the use of this city's streets and  
963 alleys for the purposes of railroads, street railways, telephone companies, electric companies,  
964 cable television companies, gas companies, transportation companies and other similar  
965 organizations. The city council shall determine the duration, terms, whether the same shall  
966 be exclusive or nonexclusive, and the consideration of such franchises; provided, however,  
967 that no franchise shall be granted for a period in excess of 35 years and no franchise shall be  
968 granted unless the city receives just and adequate compensation therefor. The city council  
969 may provide by ordinance for the registration within a reasonable time of all franchises  
970 previously granted.

971 Section 6.15.  
972 Service charges.

973 The city council by ordinance shall have the power to assess and collect fees, charges, and  
974 tolls for sewers, sanitary and health services, or any other services provided or made  
975 available inside and outside the corporate limits of the city for the total cost to the city of  
976 providing or making available such services. If unpaid, such charges shall be collected as  
977 provided in Section 6.18 of this charter.

978 Section 6.16.  
979 Special assessments.

980 The city council by ordinance shall have the power to assess, charge, and collect the cost of  
981 constructing, reconstructing, widening or improving any public way, street, sidewalk,



1003 state. Such bonding authority shall be exercised in accordance with the laws governing bond  
1004 issuance by municipalities in effect at the time said issue is undertaken.

1005 Section 6.20.  
1006 Revenue bonds.

1007 Revenue bonds may be issued by the city council as state law now or hereafter provides.  
1008 Such bonds are to be paid out of any revenue produced by the project, program or venture  
1009 for which they were issued.

1010 Section 6.21.  
1011 Loans.

1012  
1013 The city may obtain short-term loans and must repay such loans not later than December 31  
1014 of each year, unless otherwise provided by law.

1015 Section 6.22.  
1016 Accounting and budgeting.

1017 The city council shall set the fiscal year by ordinance. This fiscal year shall constitute the  
1018 budget year and the year for financial accounting and reporting of each and every office,  
1019 department, agency and activity of the city government.

1020 Section 6.23.

1021 Budget ordinance.

1022 The city council shall provide an ordinance on the procedures and requirements for the  
1023 preparation and execution of an annual operating budget, a capital improvement program,  
1024 and a capital budget, including requirements as to the scope content, and form of such  
1025 budgets and programs.

1026 Section 6.24.

1027 Operating budget.

1028 On or before a date fixed by the city council but not later than 45 days prior to the beginning  
1029 of each fiscal year, the city manager shall submit to the mayor and city council a proposed  
1030 operating budget for the ensuing fiscal year. The budget shall be accompanied by a message  
1031 from the city manager containing a statement of the general fiscal policies of the city, the  
1032 important features of the budget, explanations of major changes recommended for the next  
1033 fiscal year, a general summary of the budget, and such other comments and information as  
1034 the city manager may deem pertinent. The operating budget, the capital improvement  
1035 budget, the budget message, and all supporting documents shall be filed in the office of the  
1036 city clerk and shall be open to public inspection.

1037 Section 6.25.

1038 Action by city council on budget.

1039 (a) The city council may amend the operating budget proposed by the city manager;  
1040 provided, however, that the budget as finally amended and adopted must provide all  
1041 expenditures required by state law or by other provisions of this charter and for all debt

1042 service requirements for the ensuing fiscal year. The total appropriations from any fund  
1043 shall not exceed the estimated fund balance, reserves, and revenues.

1044 (b) The city council by resolution shall adopt the final operating, budget for the ensuing  
1045 fiscal year not later than December 27 of each year. If the city council fails to adopt the  
1046 budget by said date, the amounts appropriated for operation for the then current fiscal year  
1047 shall be deemed adopted for the ensuing fiscal year on a month-to-month basis, with all  
1048 items prorated accordingly, until such time as the city council adopts a budget for the  
1049 ensuing fiscal year. Adoption of the budget shall take the form of an appropriations  
1050 resolution setting out the estimated revenues in detail by sources and making  
1051 appropriations according to fund and by organizational unit, purpose or activity as set out  
1052 in the budget preparation ordinance adopted pursuant to Section 6.23 of this charter.

1053 (c) The amount set out in the adopted operating budget for each organizational unit shall  
1054 constitute the annual appropriation for such, and no expenditure shall be made or  
1055 encumbrance created in excess of the otherwise unencumbered balance of the  
1056 appropriations or allotments thereof to which it is chargeable.

1057 Section 6.26.

1058 Levy of taxes.

1059 Following adoption of the operating budget, the city council shall levy by ordinance such  
1060 taxes as are necessary. The taxes and tax rates set by such ordinance shall be such that  
1061 reasonable estimates of revenues from such levy shall at least be sufficient, together with  
1062 other anticipated revenues, fund balances and applicable reserves, to equal the total amount  
1063 appropriated for each of the several funds set forth in the annual operating budget for  
1064 defraying the expense of the general government of this city.

1065 Section 6.27.  
1066 Changes in appropriations.

1067 The city council by resolution may make changes in the appropriations contained in the  
1068 current operating budget at any regular meeting or special or emergency meeting called for  
1069 such purposes, but any additional appropriations may be made only from an existing  
1070 unexpended surplus.

1071 Section 6.28.  
1072 Capital improvements budget.

1073 (a) On or before a date fixed by the city council but not later than 45 days prior to the  
1074 beginning of each fiscal year, the city manager shall submit to the mayor and city council  
1075 a proposed capital improvement budget with recommendations as to the means of financing  
1076 the improvements proposed for the ensuing fiscal year. The city council shall have the  
1077 power to accept, with or without amendments, or reject the proposed program and proposed  
1078 means of financing. The city council shall not authorize an expenditure for the  
1079 construction of any building, structure, work or improvement unless the appropriations for  
1080 such project are included in the capital improvement budget, except to meet a public  
1081 emergency as provided in Section 2.24 of this charter.

1082 (b) The city council by resolution shall adopt the final operating budget for the ensuing  
1083 fiscal year not later than December 27 of each year. If the city council fails to adopt the  
1084 budget by said date, the amounts appropriated for operation for the then current fiscal years  
1085 shall be deemed adopted for the ensuing fiscal year on a month-to-month basis, with all  
1086 items prorated accordingly, until such time as the city council adopts a budget for the  
1087 ensuing fiscal year. Adoption of the budget shall take the form of an appropriations  
1088 resolution setting out the estimated revenues in detail by sources and making

1089 appropriations according to fund and by organizational unit, purpose or activity as set out  
1090 in the budget preparation ordinance adopted pursuant of Section 6.23 of this charter.

1091 Section 6.29.

1092 Independent audits.

1093 There shall be an annual independent audit of all city accounts, funds, and financial  
1094 transactions by a certified public accountant selected by the city council. The audit shall be  
1095 conducted according to generally accepted accounting principles. Any audit of any funds by  
1096 the state or federal government may be accepted as satisfying the requirements of this  
1097 charter. Copies of all audit reports shall be available at printing costs to the public.

1098 Section 6.30.

1099 Contracting procedures.

1100 No contract with the city shall be binding on the city unless:

1101 (1) It is in writing;

1102 (2) It is drawn or submitted and reviewed by the city attorney and, as a matter of course,  
1103 is signed by the city attorney to indicate such drafting or review; and

1104 (3) It is made or authorized by the city council and such approval is entered in the city  
1105 council journal of proceedings pursuant to Section 2.21 of this charter.

1106 Section 6.31.

1107 Centralized purchasing.

1108 The city council shall by ordinance or resolution prescribe the procedures for a system of  
1109 centralized purchasing for the city.

1110 Section 6.32.

1111 Sale of city property.

1112 (a) The city council may sell and convey any real or personal property owned or held by  
1113 the city for governmental or other purposes as not or hereafter provided by law.

1114 (b) The city council may quitclaim any rights it may have in property not needed for public  
1115 purposes upon report by the mayor and adoption of a resolution, both finding that the  
1116 property is not needed for public or other purposes and that the interest of the city has no  
1117 readily ascertainable monetary value.

1118 (c) Whenever in opening, extending or widening any street, avenue, alley or public place  
1119 of the city a small parcel or tract of land is cut off or separated by such work from a larger  
1120 tract or boundary of land owned by the city, the city council may authorize the mayor to  
1121 execute and deliver in the name of the city a deed conveying said cut-off or separated  
1122 parcel or tract of land to an abutting or adjoining property owner or owners in exchange for  
1123 rights of way of said street, avenue, alley or public place when such exchange is deemed  
1124 to be in the best interest of the city. All deeds and conveyances heretofore and hereafter  
1125 so executed and delivered shall convey all title and interest the city has in such property,  
1126 notwithstanding the fact that no public sale after advertisement was or is hereafter made.

1127 ARTICLE VII.  
1128 GENERAL PROVISIONS

1129 Section 7.10.  
1130 Bonds for officials.

1131 The officers and employees of this city, both elected and appointed, shall execute such surety  
1132 or fidelity bonds in such amounts and upon such terms and conditions as the city council  
1133 shall from time to time require by ordinance or as may be provided by law.

1134 Section 7.11.  
1135 Rules and regulations.

1136 All ordinances, resolutions, rules and regulations now in force in the city not inconsistent  
1137 with this charter are declared valid and of full effect and force until amended or repealed by  
1138 the city council.

1139 Section 7.12.  
1140 First election under this charter; future elections.

1141 The first municipal election under this charter shall be held on November 4, 2025, at which  
1142 time the positions held by Augusta Woods and Jean Bordeaux and one council seat  
1143 previously held by Mayor Brandy Hall shall be filled. Such council seats are designated  
1144 council Posts 3, 4 and 5, respectively. The positions presently held by Brandy Hall, Jeff  
1145 Goldberg and Thomas Torrent shall be designated mayor and council Posts 1 and 2,  
1146 respectively, and shall be retained by them until the regular election date in 2027 unless  
1147 vacated by them pursuant to provisions of Article 5 of this charter. All persons giving notice



1169 or impair other parts of this charter unless it clearly appears that such other parts are wholly  
1170 and necessarily dependent upon the part held to be invalid or unconstitutional, it being the  
1171 legislative intent in enacting this charter that each article, section, subsection, paragraph,  
1172 sentence or part thereof be enacted separately and independent of each other.”

1173

**SECTION 2.**

1174 All laws and parts of laws in conflict with this Act are repealed.