

**CITY OF PINE LAKE  
MEETING MINUTES  
APRIL 27, 2010**

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**COUNCIL MEETING**

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Prior to the regularly scheduled 7:30 PM meeting, Council held a quarterly planning work session. This was an informal meeting attended by the Mayor, all members of Council, Police Chief, City Administrator and City Clerk. This work session was properly noticed, and open to the public. The major topics of discussion were progress on the yearly work plan and how to best solicit volunteers for committees and projects.

Following this work session the regularly scheduled meeting was held.

**CALL TO ORDER**

The regular monthly meeting of the Pine Lake City Council was called to order at 7:30PM by Mayor Pro-Tem Kathie deNobriga.

**PRESENT:** Mayor Greg Zarus  
Mayor Pro-Tem Kathie de Nobriga  
Council Member Greg Creech  
Council Member Bitsy Pitts  
Council Member Cindy Diamond  
Council Member Melanie Hammet  
City Administrator Phil Howland  
City Clerk Valerie Caldwell  
Police Chief Sarai Y'Hudah-Green

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Mayor Zarus.

**ANNOUNCEMENTS:**

Saturday	05/01	PLAIN Breakfast	8:30 AM	Beach House
Tuesday	05/04	ARB	7:00 PM	Club House
Thursday	05/06	PLAIN	7:30 PM	Club House
Friday	05/07	First Friday	8:00 PM	Beach House

**PUBLIC HEARING ON ANNEXATIONS**

Properties proposed for annexation are 431 Allgood Road (Preparatory Academy); 425 Allgood Road (Physician's office) and 4513 Rockbridge Road (Texaco Station and Convenience Store). Mayor Zarus opened the public hearing. No one present spoke in favor of or opposition to the annexations and no public comments were forthcoming. As such, the public hearing was closed. In Council discussion, it was confirmed with Mr.

Howland that the property owners had been duly notified of the public hearing. Police Chief Y'hudah-Green was questioned about the additional burden on her department if the proposed area was annexed into the jurisdictional limits of the City. She reported the additional area to be negligible. Mr. Howland briefly reviewed the service delivery for the area proposed for annexation. It was noted that the City would benefit from the inclusion of these businesses as they would be paying occupation taxes (formerly known as business license fees) to the City. Mayor Zarus reported that the preparatory academy was happy about the prospect of becoming part of Pine Lake. Motion to dispense with the first reading of the ordinance was made by Mayor Pro-Tem deNobriga, seconded by Council member Hammet and was unanimously approved. This item will be before Council for a second reading on May 10, 2010.

## **COMMUNICATIONS**

Mayor Zarus reported that the banners going across Rockbridge Road would be erected the following evening. It was requested that a picture be taken as they were placed.

Mayor Pro-Tem deNobriga stated she would not be present for the May 10, 2010 meeting. She then briefly discussed a recently received e-mail in which improvement of communication was the topic. Council discussed the possibility of providing educational opportunities for its citizens; i.e., Pine Lake 101 in which the role of government versus responsibilities of citizens are detailed.

## **MINUTES:**

Minutes of the April 12, 2010 meeting was unanimously approved on motion made by Mayor Pro-Tem deNobriga, and second by Council member Creech.

## **AMENDMENTS TO AGENDA**

The agenda was amended to add a discussion of the state of the city under New Business.

## **PUBLIC COMMENT:**

There were no public comments at this time.

## **COMMITTEE REPORTS:**

PLAIN - Mayor Pro-Tem deNobriga reminded everyone of the upcoming pancake breakfast.

ARB – Council member Hammet reported there had been no quorum and as such, no meeting had been held.

TAB - Council member Diamond reported that the meeting had been cancelled so that the interested members could attend the 5:30 PM Planning Work Session.

DDA – Mayor Zarus stated that Pastor Pasani of Pine Lake Baptist Church had been regularly attending the meetings.

## **UNFINISHED BUSINESS**

### Report on Budget Amendment for City Match on Capital Improvements Budget

Mayor Zarus stated the City had been informed that the Memorandum of Understanding between the City and the County had been executed the previous day. Mr. Howland stated that there was a very real possibility that the figures may change depending upon the outcome of a meeting with the County scheduled for the following day. As such, action on this item was deferred until more definite sums could be determined.

### Facility Rental Policy

Following a lengthy discussion regarding the Special Use Permit for Instructors and the associated fee structure, motion to approve was made by Mayor Pro-Tem deNobriga. The motion was seconded by Council member Hammet and was approved 5-0.

## **NEW BUSINESS**

### Budget Amendment

Resolution # R-04-10 proposed the transfer of \$2,555 from the Mayor's Expense line item to the DDA Advertising line item. This transfer is intended to fund the banners traversing Rockbridge Road. Motion to approve the proposed resolution as presented was made by Mayor Pro-Tem deNobriga, seconded by Council member Hammet and was unanimously approved.

### State of the City

Council member Hammet stated she had received numerous complaints about the state of disrepair and lack of general maintenance in the City with the majority of the complaints aimed at the Public Works Department. A lengthy discussion ensued regarding abilities, aptitude, management, training and development, and possible ways to improve.

## **PUBLIC COMMENT**

Lynne Nygaard commented favorable on the wetland area.

## **COUNCIL COMMENTS**

Council member Pitts questioned if the gutter on the rear of the Beach House had been repaired. Mr. Howland reported that task had not yet been accomplished.

Council member Diamond asked if Public Works had cleared out the storage area at the Beach House. She was informed it had been completed.

Motion to adjourn was made by Mayor Pro-Tem deNobriga, seconded by Council member Pitts and was unanimously approved 9:26 PM.

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Valerie Caldwell, City Clerk