AGENDA
SPECIAL CALLED COUNCIL MEETING
4040 S. BERKELEY LAKE RD.
BERKELEY LAKE, GEORGIA 30096
AUGUST 13, 2026

6:30 PM Work Session
8:00 PM Formal Session

Citizens are encouraged to offer comments on issues of concern as agenda items are reached and at the end of the meeting for all other issues. Please limit citizen comments to 2 minutes. Longer citizen comments are welcome in writing and will be added to the official record of this meeting.

WORK SESSION

CALL TO ORDER

AGENDA

PUBLIC HEARING

CONSENT AGENDA

a) Minutes of July 16, 2026, Council Meeting
b) Minutes of July 16, 2026, Council Work Session
c) Financial Statements of June 2026 – Unaudited

OLD BUSINESS

NEW BUSINESS

a) R-26-04, Resolution to Adopt 2026 Millage Rate

EXECUTIVE SESSION *(if needed)*

CITIZEN COMMENTS

ADJOURNMENT

COUNCIL MEETING
4040 SOUTH BERKELEY LAKE ROAD
BERKELEY LAKE, GEORGIA 30096
DRAFT MINUTES
JULY 16, 2026

ATTENDANCE

Mayor: Lois Salter
Council Members: Skip Dahlstrom, Bill Lacy, Bill Lyons and Rebecca Spitler
City Officials: Leigh Threadgill - City Administrator, Michela Monteiro – Special Projects Coordinator, Thomas Mitchell – City Attorney

Members of the Public: 3 Members of the Press: 0

CALL TO ORDER

Salter called the meeting to order at 8:03 PM. A quorum of council members was in attendance.

AGENDA

Salter solicited a motion regarding the agenda.

Dahlstrom made a motion to accept the agenda as submitted. Lacy seconded the motion. All council members were in favor and the motion passed.

PUBLIC HEARING

Salter noted there are no public hearings.

CONSENT AGENDA

Salter noted the following as items on the consent agenda and solicited a motion:

a) Minutes of June 18, 2026, Council Meeting
b) Minutes of June 18, 2026, Council Work Session
c) Financial Statements of May 2026 – Unaudited
d) 2025 Financial Statement - Audited

Salter asked Lacy to speak briefly about the results he heard when meeting with Mauldin & Jenkins. Lacy noted the auditor lived in Berkeley Lake as a child. We spent a half hour going over the audit of 2025 and he had glowing statements to make about the way the city is being managed financially. He couldn't say enough good things about Leigh and her ability to keep things together in an orderly way and maintaining necessary safeguards. It was a glowing report.

Salter said the auditor declared himself to be shocked at how well run the city's finances are. Salter noted that past auditors have said similar things. Most cities get a report that describes things they need to do better and things they need to change, and the auditor had no suggestions for any changes, only compliments.

Salter thanked Threadgill, the City Treasurer, John Pendleton, the citizen Finance Committee and Bill Lacy, the council liaison to the finance committee. All of these people together provide an unusual degree of transparency and good management for our city financially.

Lyons made a motion to approve all items on the consent agenda. Spitler seconded the motion. All were in favor and the motion passed.

OLD BUSINESS

a) O-26-262 – Amendment to Chapter 78, Zoning, Article X, Commercial Use District

Threadgill: The Planning & Zoning Commission considered this request to create a C-2, General Business, district at their April meeting. After much discussion, the commission recommended approval and asked staff to try to create an amendment that would follow TSW's recommendations for the C-2 district proposed in the draft Unified Development Ordinance (UDO). Unfortunately, when staff compared the applicant's proposal to the draft UDO, it became clear that there is no separate, discrete set of C-2 district regulations in the draft UDO; there is no single section that can be transplanted into the city's current zoning ordinance. Regulations pertaining to the C-2 district are woven throughout the UDO. Staff has recommended denial of this request to create a C-2 district outside of and in advance of the UDO because the UDO is the avenue by which the new C-2 district should be created to ensure the C-2 regulations that are adopted are comprehensive and vetted through the UDO public process. The proposed ordinance to amend the current zoning ordinance to create a C-2 district is up for adoption.

Spitler made a motion to deny O-26-262, an ordinance to amend Chapter 78, Zoning, to add a new C-2, General Business, district in Article X, Commercial Use District. Lyons seconded the motion.

Spitler noted that this applicant sent council an email following the May council meeting to which she responded in June. She read into the record some of the points from her email to the applicant. Spitler's comments were as follows:

I don't believe the applicant's earnestness to start the project should precede the extensive planning process the city started and is in the final phase to completion.

The applicant knowingly took a risk when choosing to buy the property on PIB. The applicant knew that a previous rezoning request had been denied after the previous applicant spent about 6 months meeting with P&Z and finally requested a rezoning from the city council, a zone that we had defined and was in our current ordinance.

The applicant knew this property has always been problematic, the previous owner was foreclosed on and the property had been owned by the bank for around 15 years.

The applicant was aware the city was engaging a consulting firm to work with us on creating a new Unified Development Ordinance (UDO) to help us plan for the future redevelopment of the Berkeley Lake commercial district. This is not a process to be taken lightly and involves a lot of public input at various points in the process.

The process of revamping a dated development ordinance needs to be well thought out. Moreover creating new zoning classifications creates an additional layer of complication and requires an additional level of thoughtfulness. What we are currently doing is planning for the future character of the City of Berkeley Lake. Currently, our commercial district does not reflect the upscale character of our residential district. We need to get this into alignment and it is a process that will not and cannot happen overnight, it must be planned.

This city and the properties contained within it will be here long after we are all gone. The planning we do today is taking the long view for tomorrow.

What the applicant wants to do with the property today may be perfectly fine but what about the next owner and what they want to do with it? The city is being asked to create a zone for immediate use that will be obsolete and nonconforming once the final UDO is adopted. This means that out of the gate we have a recently rezoned property that is nonconfoming and must be grandfathered. Also, by creating this new zone preemptively, that zone would then become available to rezone other properties. We could not show preferential treatment to the current request and then deny another request that might be just as valid.

I believe the P&Z Committee did a disservice to the applicant and the city by directing staff to create a C2 zone outside of the bigger UDO project to satisfy a short-term desire. In the UDO, each defined zone references other guidelines within that ordinance.

The city council has ethics standards they must uphold. This includes not showing favoritism to one citizen or property owner or business owner over another. It means not making exceptions unless they have been made through the issuance of a variance.

It is immaterial that the applicant is a City of Berkeley Lake citizen that happens to own a property in our commercial district and that the applicant plans to live in Berkeley Lake for the long term.

The hard dollars and the soft dollar impact the applicant wants to present again is immaterial to how city council should make a decision regarding the creation of a new zone and subsequent rezoning request especially since the applicant wants to do this in front of the soon to be completed UDO.

While the applicant has created a proposed C2 zoning document, it is problematic in several ways and does not fit what is currently being written in the draft UDO. Since we are so close to completing the UDO, it is prudent that city council vote against this proposed ordinance change and focus their efforts on reviewing and providing input on the UDO draft at hand.

All were in favor and the motion passed.

NEW BUSINESS

a) 2025 Stormwater Project – Final Change Order for Project Close-Out

Threadgill: This change order closes out the 2025 Stormwater Project performed by Cajenn Construction. The final project cost was $18,517.00 less than the contract price. Staff asks that you accept this change order to close out the project.

Spitler made a motion to accept the final project close-out change order for the 2025 CIPP Stormwater Project. Lyons seconded the motion. All council members were in favor and the motion passed.

PUBLIC COMMENTS

There were no comments.

ADJOURNMENT

There being no further business to discuss, Lacy moved to adjourn. Dahlstrom seconded the motion. All were in favor and the motion passed.

Salter adjourned the meeting at 8:16 PM.

Submitted by:

____

Leigh Threadgill, City Clerk

COUNCIL WORK SESSION
4040 SOUTH BERKELEY LAKE ROAD
BERKELEY LAKE, GEORGIA 30096
DRAFT MINUTES
JULY 16, 2026

ATTENDANCE

Mayor: Lois Salter
Council Members: Skip Dahlstrom, Bill Lacy, Bill Lyons, Chip McDaniel and Rebecca Spitler
City Officials: Leigh Threadgill - City Administrator, Thomas Mitchell - City Attorney, Michela Monteiro-Special Projects Coordinator

Members of the Public: 3 Members of the Press: 0

WORK SESSION

Salter reviewed the agenda with the council and solicited questions regarding the items for consideration.

Threadgill presented training materials related to culture and recreation as orientation for new council members and a refresher for existing council members.

The work session was adjourned.

Submitted by:

____
Leigh Threadgill, City Clerk

City of Berkeley Lake

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

January - June, 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
100 100 General	514,274.72	1,587,856.00	-1,073,581.28	32.39 %
320 320 SPLOST Income	281,127.51	2,125,743.00	-1,844,615.49	13.22 %
Total Income	**$795,402.23**	**$3,713,599.00**	**$ -2,918,196.77**	**21.42 %**
GROSS PROFIT	**$795,402.23**	**$3,713,599.00**	**$ -2,918,196.77**	**21.42 %**
Expenses				
1 Gen Govt	243,662.77	607,035.00	-363,372.23	40.14 %
2 Judicial	2,053.00	9,449.00	-7,396.00	21.73 %
3 Public Safety	71,568.64	175,421.00	-103,852.36	40.80 %
4 Public Works	100,805.60	547,645.00	-446,839.40	18.41 %
6 Culture and Recreation	7,708.68	23,915.00	-16,206.32	32.23 %
7 Housing and Development	58,025.32	224,390.00	-166,364.68	25.86 %
SPLOST Expenses	106,577.80	2,125,743.00	-2,019,165.20	5.01 %
Total Expenses	**$590,401.81**	**$3,713,598.00**	**$ -3,123,196.19**	**15.90 %**
NET OPERATING INCOME	**$205,000.42**	**$1.00**	**$204,999.42**	**20,500,042.00 %**
NET INCOME	**$205,000.42**	**$1.00**	**$204,999.42**	**20,500,042.00 %**

City of Berkeley Lake

Income & Expense

June 2026

	TOTAL
Income	
100 100 General	56,184.70
320 320 SPLOST Income	50,362.21
Total Income	**$106,546.91**
GROSS PROFIT	**$106,546.91**
Expenses	
1 Gen Govt	47,244.25
2 Judicial	258.50
3 Public Safety	12,055.13
4 Public Works	25,511.64
6 Culture and Recreation	548.64
7 Housing and Development	13,888.74
SPLOST Expenses	26,919.80
Total Expenses	**$126,426.70**
NET OPERATING INCOME	**$ -19,879.79**
NET INCOME	**$ -19,879.79**

City of Berkeley Lake

Balance Sheet

As of June 30, 2026

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Debt Service Fund	0.00
General Fund	5,358,346.87
SPLOST Fund	1,461,782.85
Suspense 1.11.1000	0.00
Total Bank Accounts	**$6,820,129.72**
Accounts Receivable	
Accounts Rec 1.11.1900.1	18,166.85
Total Accounts Receivable	**$18,166.85**
Other Current Assets	
1.11.27 Grant Receivable	0.00
Accounts Rec - SPLOST 1.11.2000	91,631.99
AccountsRec-OtherTax1.11.1900.2	0.00
Franchise Tax Rec 1.11.1550	72,000.00
Interest Receivable 1.11.1400	0.00
Prepaid Expense 1.11.3600	0.00
Prepaid items 1.11.3800	4,726.00
QuickBooks Tax Holding Account	1,257.02
Taxes Receivable 1.11.1600	6,410.11
Undeposited Funds 1.11.1114	15,708.95
Total Other Current Assets	**$191,734.07**
Total Current Assets	**$7,030,030.64**
Fixed Assets	
8.11.7600 Construction in Progress	237,612.00
Building & Improvements 1.11.7400	1,643,589.08
Computer Equipment 1.11.6700	48,172.61
Furniture & Fixtures 8.11.7700	71,493.47
Land 8.11.7100	9,183,321.74
Machinery & Equipment 1.11.6500	173,026.24
Total Fixed Assets	**$11,357,215.14**
Other Assets	
Accum amort - bond cost	0.00
Amt avail 4 debt svc 9.11.9100	0.00
Bond issuance cost	0.00
Loan Receivable - Facilities	0.00
Loan Receivable - Paving	0.00
To be prov 4 debt 1.11.7500	0.00
Total Other Assets	**$0.00**
TOTAL ASSETS	**$18,387,245.78**

City of Berkeley Lake

Balance Sheet

As of June 30, 2026

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable 1.12.1100	28,316.60
Operating AP	0.00
SPL2005 Admin Facil- City H-AP*	0.00
SPLOST account - Suntrust-AP*	0.00
Total Accounts Payable	**$28,316.60**
Credit Cards	
Anderson Credit Card (8186)	38.36
BOZEMAN, MARTY (0241)	0.00
Hiller Credit Card (8402)	111.85
Hunter Credit Card (0891)	351.01
Threadgill Credit Card (3322)	555.15
Wilhite Credit Card (1132)	0.00
Total Credit Cards	**$1,056.37**
Other Current Liabilities	
*Sales Tax Payable	0.00
1.12.1600 SBITA - Contracts Payable	9,297.00
1.12.28 Bonds payable - current	0.00
Accounts Payable Accruals-L*	0.00
Accounts payable-L 1.12.1100.2	0.00
Accrued Expenses 1.12.1150	0.00
Accrued Interest Payable	0.00
Accrued Salaries 1.12.1200	0.00
Accrued SPLOST Expenses 2.12.1250	0.00
Deferred revenue 1.12.2500	-4,084.69
Direct Deposit Payable	-0.01
MyGov	-205.00
Payroll Liabilities	66.10
PR Tax Payable - Fed 1.12.1300	0.00
PR Tax Payable - State 1.12.1310	1,257.02
PTO Accrual	19,122.81
Regulatory Fees Payable	5,327.24
Retainage Payable	0.00
Total Other Current Liabilities	**$30,780.47**
Total Current Liabilities	**$60,153.44**

City of Berkeley Lake

Balance Sheet

As of June 30, 2026

	TOTAL
Long-Term Liabilities	
Gen Oblig Bond Payable1.12.3000	0.00
GOB Payable - 2009 1.12.3000.2	0.00
GOB Payable - 2011 1.12.3000.3	0.00
GOB Payable - 2012 1 12.3000.4	0.00
SPLOST Loan Payable - Paving	0.00
SPLOST Loan Payable Facilities	0.00
Total Long-Term Liabilities	**$0.00**
Total Liabilities	**$60,153.44**
Equity	
Fund Bal Unrsvd 1.13.4220	5,349,891.10
Investmt in fixedassets 1.13.4K	11,118,230.85
Opening Bal Equity	0.00
Reserve for prepaids 1.13.4125	8,938.00
Reserved for Debt Service	0.00
Restricted for Debt Svc 1.13.4105	0.00
Restricted4CapitalProj 1.13.4155	1,501,521.11
Retained Earnings 1.13.3000	143,510.86
Net Income	205,000.42
Total Equity	**$18,327,092.34**
TOTAL LIABILITIES AND EQUITY	**$18,387,245.78**

R-26-04

CITY OF BERKELEY LAKE, GEORGIA

A RESOLUTION TO ESTABLISH THE CITY OF BERKELEY LAKE 2026 MILLAGE RATE

WHEREAS, the City of Berkeley Lake, acting through its governing body, is empowered to establish and impose ad valorem property taxes; and

WHEREAS, the Mayor and Council of the City of Berkeley Lake wish to adopt a Resolution levying a rate of taxation, which is established for purposes of financing, in whole or in part, the City's expenses for the fiscal year 2026; and

WHEREAS, the Mayor and Council of the City of Berkeley Lake have reviewed the 2026 budget and property valuation and have concluded that it is in the best interest of the City to set a millage rate of 1.179 mills; and

WHEREAS, the City has previously adopted in compliance with State Law a budget for 2026 and has further made all requirements for giving notice of and publishing information regarding such levy of taxes as may be required by O.C.G.A. § 48-5-32 and other laws.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Berkeley Lake, Georgia that for the calendar year 2026 there is levied on all property in the City of Berkeley Lake subject to taxation an ad valorem tax of 1.179 mills.

SO RESOLVED on this, the 13th day of August, 2026.

____
Lois D. Salter, Mayor

ATTEST:

____
Leigh Threadgill, City Clerk