



AGENDA
COUNCIL MEETING
4040 S. BERKELEY LAKE RD.
BERKELEY LAKE, GEORGIA 30096
JULY 17, 2025

7:00 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

- a) 0-25-258 – Zoning Ordinance Amendment, Sec. 78-111 – Walls and Fences

CONSENT AGENDA

- a) Minutes of June 19, 2025, Council Meeting
- b) Minutes of June 19, 2025, Council Work Session
- c) Financial Statements of May 2025 – Unaudited
- d) 2024 Financial Statement - Audited

OLD BUSINESS

- a) 0-25-258 – Zoning Ordinance Amendment, Sec. 78-111 – Walls and Fences

NEW BUSINESS

- a) R-25-03, Municipal General and Special Election Call, Appointment of Absentee Ballot Clerk
- b) R-25-04, Opt In Resolution for Chang v. City of Milton Amicus
- c) Public Works: Ratification of Change Order 1, 2025 LMIG Project
- d) Discussion – Amendment to Property Maintenance Code - Sec. 14-74, Trees

EXECUTIVE SESSION *(if needed)*

CITIZEN COMMENTS

ADJOURNMENT

Requests for reasonable accommodations required by individuals to fully participate in any open meeting, program, or activity of the City of Berkeley Lake government should be made at least five days prior to the event by contacting the ADA Coordinator at 770-368-9484.



**COUNCIL MEETING
4040 SOUTH BERKELEY LAKE ROAD
BERKELEY LAKE, GEORGIA 30096
DRAFT MINUTES
JUNE 19, 2025**

ATTENDANCE

Mayor: Lois Salter

Council Members: Barbara Geier, Rodney Hammond, Scott Lee, and Chip McDaniel

City Officials: Leigh Threadgill - City Administrator, Dick Carothers – City Attorney

Members of the Public: 9

Members of the Press: 0

CALL TO ORDER

Salter called the meeting to order at 8:00 PM. A quorum of council members was in attendance.

AGENDA

Salter solicited a motion regarding the agenda.

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

PUBLIC HEARING

Salter noted that there were no public hearings.

CONSENT AGENDA

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

- a) Minutes of May 15 ,2025, Council Meeting
- b) Minutes of May 15, 2025, Council Work Session
- c) Financial Statements of April 2025 – Unaudited

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

OLD BUSINESS

a) Council Chambers Audio Visual Upgrades

Threadgill: Last month this item was continued to get further clarification regarding the aesthetic impacts of the proposed audio-visual upgrades on council chambers. It is my understanding that aesthetic concerns have been addressed, at least to the extent discussed in work session. There may still be modifications needed at some point, but it seems everyone is ready to move forward. The proposed upgrades will provide better presentation opportunities to applicants, consultants and staff. This should reduce reliance on paper agenda packets, which benefits the environment and reduces staff time in packet assembly. Additionally, it would provide for a uniform display of information to be seen by all in council meeting attendance for a better experience. The project is anticipated to be funded by SPLOST. We discussed in work session adding a 5% contingency for an amount not to exceed \$32,025.

McDaniel made a motion to accept the proposal from Interactive Automation for Council Room Presentation at a cost not to exceed \$32,025 subject to approval by the city attorney. Geier seconded the motion. All council members were in favor and the motion passed.

NEW BUSINESS

a) 2025 Stormwater Project: Engineer's Recommendation of Contract Award

Threadgill: The 2025 Stormwater Project consists primarily of repairs to stormwater infrastructure in Miramont, pursuant to last year's MS4 inspections, as well as other locations identified by staff based on observation or citizen complaint. The project was put out to bid in accordance with state law. Bids were opened on May 13, 2025. The City Engineer recommends awarding the bid to Cajenn Construction & Rehab Services, Inc. in the amount of \$299,816.00. He further recommends approval of a contingency in the amount of 10% of the project cost for a total of \$329,780.00. The project is anticipated to be funded by SPLOST. Staff requests that the council authorize the Mayor to enter into a contract with Cajenn Construction & Rehab Services, Inc. subject to the City Attorney's approval as to form.

Geier made a motion to authorize the Mayor to enter into a contract for the 2025 Stormwater Project with Cajenn Construction & Rehab Services, Inc. in the amount of \$299,816.00 subject to approval as to form by the City Attorney and to further authorize a contingency in the amount of \$29,982.00. Lee seconded the motion. All council members were in favor and the motion passed.

b) O-25-258 – Zoning Ordinance Amendment, Sec. 78-111 – Walls and Fences

Threadgill: Following a citizen request for the fencing standards to be revised to mitigate adverse impacts of deer, staff prepared this amendment which increases the maximum fence height in side and rear yards to eight feet and removes time limits on temporary fencing for gardens. The Planning & Zoning Commission recommended approval on June 10th, and it is on

for first read consideration tonight. Staff requests that you place the measure on first read and call for a public hearing to be held at 8 PM on July 17, 2025.

Lee made a motion to place O-25-258, an ordinance to amend Section 78-111, Walls and Fences, to repeal conflicting ordinances, to provide for an effective date and for other purposes on first read and to call for a public hearing to be held on the amendment at 8 PM on July 17, 2025. McDaniel seconded the motion. All council members were in favor and the motion passed.

c) Appointment of Council Member to Serve Unexpired Term of Rodney Hammond

Salter: This last item is a sad one for me and all on council. Rodney Hammond has recently let me know that he feels the need to retire from his seat on the city council. Rodney has always taken his responsibilities very seriously and in consultation with his beloved Andrita, he will now lessen his workload on city matters to find more time for his family. This is not good news for any of us on the Council or the City staff who have worked with Rodney for we hate to lose him. His commitments and contributions to our city stretch back for years and are truly unique and unparalleled. Rodney served for years as the outstanding leader of our Planning and Zoning Commission, after having served on the Berkeley Lake Homeowners' Association Board for many years also. The Planning & Zoning Commission was a very challenging responsibility, and after that Rodney moved on to many years as a City Council member. However, what is really remarkable about his contribution is that he actually changed the geographical boundaries of our city. Years ago, when I wanted to diversify our tax base by adding more business and commercial properties and giving us more control over nearby areas that could affect our homes, our lake, and our green space, I knew that this would be a hugely difficult task. I asked three men whom I respected and trusted, to reach out one by one to nearby business and property owners to make the case for their annexation into our city. Those men were Tom Kitchens, Dick Lackey, and Rodney Hammond. We owe them all a huge debt and they will forever be remembered in our city's history as changing its actual boundaries and character. Rodney with all his different avenues of service to Berkeley Lake is simply irreplaceable, and I will be forever grateful.

According to our city charter, a vacancy must be filled by council appointment until such time that an election is held for the vacated seat. Rodney's term was set to expire at the end of this year, so his at-large seat will be filled at the November 4th General Election. Until that time, the council has agreed to appoint Resa Mechling to serve out the remainder of Rodney's term. Please join me in warmly welcoming Resa. Do I hear a motion regarding the appointment as discussed.

Geier made a motion to appoint Resa Mechling to serve the unexpired term of Rodney Hammond. Lee seconded the motion. All council members were in favor and the motion passed.

Salter presented a token of appreciation to Rodney that states "In recognition and sincere appreciation of Rodney Hammond for all your years of outstanding service to the City of Berkeley Lake and its citizens." Having served on the City Council from 2014-2025 and the

Planning and Zoning Commission from 2004-2013 and in various other ways whenever he was asked.

Carothers swore in Resa Mechling to serve as the appointed Council Member to replace Rodney Hammond, upon his resignation from council, until his term expires at the end of 2025.

PUBLIC COMMENTS

Susan Hanson, 3755 North Berkeley Lake Road, commended the council for considering raising the fencing height in side and back yards, but stated it won't help with the overpopulation of deer. She urged council to work with Peachtree Corners, which has a committee working on it. It would be important for us to work with them and hopefully we can get other cities to work on the same thing.

Lee asked if Hanson has a specific proposal for the city. Hanson responded that she does not but that they are working on it. The real problem is that we have an overpopulation of deer.

Lee asked if there is something specific that Hanson is asking the city to do or authorize. Hanson responded a way to reduce the population of deer in the city. She declined to give a specific proposal citing that it would be inappropriate for her to say. Lee further asked Hanson what action she was looking for the city to take. She said she wanted the city to think positively about the importance of reducing the deer population.

Lee asked if Hanson understood that wildlife management is not a function of the city. Hanson responded if not a function of the city council, who is responsible for wildlife in the city. Lee responded that it is a state function, wildlife division, department of natural resources. Hanson stated they do have recommendations for reducing the deer population.

Lee responded there was an extensive meeting over at Pinckneyville and they went through all the ways to reduce the number of deer including habitat mitigation, fencing, repellants, etc. All the information is provided out there.

Salter noted that Hanson is part of a group that has worked hard to come up with a survey and as she knows no one has seen the results of that. Hanson stated that they have not had a meeting to discuss that, but the problem is, and the DNR did say at the meeting, that the greenspace is moving towards a biological disaster because there's no food there for the deer.

Lee asked for clarification on which problem we're trying to solve, growth in the greenspace or the deer. Hanson responded the deer who are eating the growth in the greenspace. Lee stated he is in the greenspace regularly and there are no deer in the greenspace now. Hanson agreed that they don't go there because they have already eaten everything that was there for them to eat. The overpopulation of deer in our city has caused there to be no food in the

greenspace so now they are eating in our yards. Putting fencing in the backyard will protect backyards, but we don't want fencing in everyone's front yard, so that's not a solution.

Salter noted that she was hoping Hanson would have a chance to review that information and perhaps be able to answer the kinds of questions that Lee is asking. Hanson stated that something has to be done and that Peachtree Corners has said that no action is not a good solution.

Lee stated not every problem in the city is a problem for the city to solve. There is an abundance of mosquitoes in Berkeley Lake, so much so that his grandson required treatment at urgent care because of all the mosquito bites he sustained. He himself can't walk without covering himself in mosquito repellent and would prefer to not have to do that. Some municipalities recognize mosquitoes as a problem and what do they do, they spray insecticide. Hanson stated that if you spray at night, you don't harm pollinators that are out during the daytime. She stated that you should look for standing water in your and your neighbor's yard. Lee said that some individuals hire pest control companies to spray, but they're told that it won't work if your neighbors don't also spray. Should the city pay to have the city sprayed to kill all the mosquitoes? Would that be a city function? Hanson stated that it could be as long as it's done at night. All the companies that do it individually that she knows about do it during the daytime. Lee asked if it is a taxpayer function to have his yard sprayed for mosquitoes. Hanson stated not just his yard, but the whole city, but she isn't equipped to make that decision for the city. She is equipped to make the decision that the overpopulation of deer is very important and needs to be addressed. It can't be done individually but done as a group.

Lee stated he was using mosquitoes as an analogy and that it has been suggested that the city should use taxpayer money to have deer killed on private property. Killing a certain number of deer would be a temporary resolution. Hanson agreed we need to have a proposal for multiple years, it's not a one year thing. Lee noted the killing of deer would just be a partial reduction. What percentage reduction would be right? Hanson responded that is something for the DNR to say. In her yard, five years ago there were no deer in her front yard in the daytime. Last year she had five deer in her yard during the day. This year there are ten to fifteen deer in her yard in the daytime. Lee asked what the right number would be. Seven? Five? Hanson said it's bad for deer to be out during the daytime, they are nocturnal creatures. They have become so used to humans that they aren't afraid anymore. She asked the city council to think about a program to reduce the number of deer in our city forever. Ten years ago, Hanson never saw deer during the daytime.

Lee asked if this should be taxpayer funded. Hanson said she didn't know it could just be allowing the culling of deer in the city. Lee asked who would be doing it, who would pay for it, who would kill the deer? Hanson responded that it needs to be discussed and decided.

Lee asked if the deer management committee has done any research. Hanson said they had not. They are trying to get people to realize it is a huge problem and needs to be addressed.

Lee acknowledged that it's a huge problem. Hanson asked if Lee agreed that something needs to be done. Lee responded that it is a nationwide problem caused by habitat destruction.

Hanson said that the only thing we can control is our city. We can't control the state of Georgia. Lee stated that we can't control habitat reduction. Lee noted that he had sent Hanson an article that said the way to keep deer from coming is to stop planting things that the deer like to eat. Hanson said the other thing is the deer are eating plants that they didn't use to eat. Native plants need to be planted to help the environment. Some plants that deer won't eat are non-native invasive species and should not be planted because they are bad for the city because they don't promote the rest of the wildlife for the city.

Lee stated the city could get behind a program of encouraging people to plant native plants and to protect native plants. We could fence off a section of the greenspace for a native plant garden. If we move in the direction of restoring habitat and native plants, that's a direction we can all move towards. Hanson noted that it's very difficult to say that you will fence it in and restore the native plants that we have had.

Hanson discussed monarch butterflies and how milkweed was planted in the pollinator garden at city hall and the deer ate it. Lee said if you don't plant it, the deer won't come. Hanson said if you can't get it to grow, we can't promote monarch butterflies. Lee reiterated that if the question is about restoring native plants in the greenspace, everyone is agreeable to that.

Salter thanked Hanson for her comments. Hanson noted she is very strong on the environment. Salter stated that she believes we all feel that way about the environment.

Sue Swanson, 845 Lakeshore Drive, stated that they have done some research and are planning a bigger review because some of the questions are evidence based. She noted that she was thinking about the fencing and has a pro/con list and some additional questions. Fences might keep deer out of back and side yards. Fences may help to create islands where understory can rejuvenate over time. Swanson is all about the animals, except for the deer, that can no longer live here and in her yard. After a while, fences may protect understory growth that will allow some of the other animals to return. It is only little islands, but a positive thing, and it would help gardeners. Deer can jump ten feet and she wants to put it out there that eight feet may not be high enough. We will see fairly quickly. But what about front yards, that may be the majority of someone's yard, like mine. Twenty deer at a time are in her yard, but she uses a 3-step behavior modification that works quite well. Front yards are huge on the hill. Most of her land and all of the sun is in the front yard. What about that area? There is no understory there. She wanted to clarify that temporary fencing for gardens

wouldn't be allowed around the entire front yard. Threadgill noted that part of this is aesthetics and that the proposed amendment is based on what is standard in other cities. Threadgill stated that she doesn't believe that there will be a way to protect every yard from the deer. Temporary fencing for a garden in the front yard would be allowed, but the intent is not to allow temporary fencing around the entire front yard.

McDaniel noted that it isn't just the height of the fence, but also the size of the fenced area. Deer don't like to jump into small, fenced areas. It is combination of things, more than just height.

Swanson thinks the 8-foot height will work, but it may not be if deer can jump to heights of 10 feet.

Salter noted that the public comment is limited to 2 minutes and asked for Swanson to send any additional comments in writing.

Swanson made one last point that if everyone does the 8-foot fence there is the chance that more deer end up in the greenspace and there could be more devastation there, which is an undesirable outcome.

ADJOURNMENT

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

Salter adjourned the meeting at 8:36 PM.

Submitted by:

Leigh Threadgill, City Clerk



**COUNCIL WORK SESSION
4040 SOUTH BERKELEY LAKE ROAD
BERKELEY LAKE, GEORGIA 30096
DRAFT MINUTES
JUNE 19, 2025**

ATTENDANCE

Mayor: Lois Salter

Council Members: Barbara Geier, Rodney Hammond, Scott Lee, and Chip McDaniel

City Officials: Leigh Threadgill - City Administrator, Dick Carothers – City Attorney

Members of the Public: 6

Members of the Press: 0

WORK SESSION

Having received a request from Council Member Rodney Hammond to resign from the council, Salter and members of the council recognized Hammond for his years of outstanding service to the city and its citizens.

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

Barry Newton, Interactive Automation, solicited questions from the mayor and council regarding his proposal to upgrade the audio-visual capabilities of council chambers. There was discussion about the need for a box to be built to enclose the proposed lift and monitor to improve aesthetics, but there was consensus to wait to see the aesthetic impacts before authorizing that work.

The work session was adjourned.

Submitted by:

Leigh Threadgill, City Clerk

City of Berkeley Lake

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

January - May, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
100 100 General	433,828.61	1,272,301.00	-838,472.39	34.10 %
320 320 SPLOST Income	209,417.68	1,895,652.00	-1,686,234.32	11.05 %
Total Income	\$643,246.29	\$3,167,953.00	\$ -2,524,706.71	20.30 %
GROSS PROFIT	\$643,246.29	\$3,167,953.00	\$ -2,524,706.71	20.30 %
Expenses				
1 Gen Govt	192,146.86	604,943.00	-412,796.14	31.76 %
2 Judicial	1,454.70	9,439.00	-7,984.30	15.41 %
230 ARP Act Expenses 230		0.00	0.00	
3 Public Safety	55,619.38	171,968.00	-116,348.62	32.34 %
4 Public Works	65,418.14	170,240.00	-104,821.86	38.43 %
6 Culture and Recreation	5,863.22	21,990.00	-16,126.78	26.66 %
7 Housing and Development	26,059.00	238,578.00	-212,519.00	10.92 %
9000.61.1100 Xfer Out - Reserve Fund		55,142.00	-55,142.00	
SPLOST Expenses	13,330.00	1,895,653.00	-1,882,323.00	0.70 %
Total Expenses	\$359,891.30	\$3,167,953.00	\$ -2,808,061.70	11.36 %
NET OPERATING INCOME	\$283,354.99	\$0.00	\$283,354.99	0.00%
NET INCOME	\$283,354.99	\$0.00	\$283,354.99	0.00%

City of Berkeley Lake

Income & Expense

May 2025

	TOTAL
Income	
100 100 General	55,372.99
320 320 SPLOST Income	42,284.27
Total Income	\$97,657.26
GROSS PROFIT	\$97,657.26
Expenses	
1 Gen Govt	36,046.42
2 Judicial	1,314.70
3 Public Safety	12,095.27
4 Public Works	22,850.84
6 Culture and Recreation	2,304.16
7 Housing and Development	2,879.40
SPLOST Expenses	1,790.00
Total Expenses	\$79,280.79
NET OPERATING INCOME	\$18,376.47
NET INCOME	\$18,376.47

City of Berkeley Lake

Balance Sheet As of May 31, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Debt Service Fund	0.00
General Fund	4,947,864.08
SPLOST Fund	1,552,788.26
Suspense 1.11.1000	0.00
Total Bank Accounts	\$6,500,652.34
Accounts Receivable	
Accounts Rec 1.11.1900.1	3,627.62
Total Accounts Receivable	\$3,627.62
Other Current Assets	
1.11.27 Grant Receivable	0.00
Accounts Rec - SPLOST 1.11.2000	82,163.94
AccountsRec-OtherTax1.11.1900.2	0.00
Franchise Tax Rec 1.11.1550	60,000.00
Interest Receivable 1.11.1400	0.00
Prepaid Expense 1.11.3600	0.00
Prepaid items 1.11.3800	4,212.00
Taxes Receivable 1.11.1600	14,035.00
Undeposited Funds 1.11.1114	750.00
Total Other Current Assets	\$161,160.94
Total Current Assets	\$6,665,440.90
Fixed Assets	
Building & Improvements 1.11.7400	1,770,036.08
Computer Equipment 1.11.6700	48,172.61
Furniture & Fixtures 8.11.7700	71,493.47
Land 8.11.7100	9,392,320.74
Machinery & Equipment 1.11.6500	173,026.24
Total Fixed Assets	\$11,455,049.14
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	\$18,120,490.04

City of Berkeley Lake

Balance Sheet As of May 31, 2025

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable 1.12.1100	16,065.53
Operating AP	0.00
SPL2005 Admin Facil- City H-AP*	0.00
SPLOST account - Suntrust-AP*	0.00
Total Accounts Payable	\$16,065.53
Credit Cards	
Anderson Credit Card (8186)	28.05
BOZEMAN, MARTY (0241)	0.00
Hiller Credit Card (8402)	42.00
Hunter Credit Card (0891)	342.03
Threadgill Credit Card (3322)	619.65
Wilhite Credit Card (1132)	0.00
Total Credit Cards	\$1,031.73
Other Current Liabilities	
*Sales Tax Payable	0.00
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	17,156.20
Direct Deposit Payable	-0.01
MyGov	-104.00
Payroll Liabilities	66.10
PR Tax Payable - Fed 1.12.1300	0.00
PR Tax Payable - State 1.12.1310	0.00
PTO Accrual	12,279.74
Regulatory Fees Payable	21,612.04
Retainage Payable	0.00
Total Other Current Liabilities	\$51,010.07
Total Current Liabilities	\$68,107.33

City of Berkeley Lake

Balance Sheet

As of May 31, 2025

	TOTAL
Long-Term Liabilities	
Gen Oblig Bond Payable 1.12.3000	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	\$68,107.33
Equity	
Fund Bal Unrsvd 1.13.4220	4,892,621.95
Investmt in fixedassets 1.13.4K	11,327,229.85
Opening Bal Equity	0.00
Reserve for prepaids 1.13.4125	4,212.00
Reserved for Debt Service	0.00
Restricted for Debt Svc 1.13.4105	0.00
Restricted4CapitalProj 1.13.4155	1,608,030.39
Retained Earnings 1.13.3000	-63,066.47
Net Income	283,354.99
Total Equity	\$18,052,382.71
TOTAL LIABILITIES AND EQUITY	\$18,120,490.04

CITY OF BERKELEY LAKE, GEORGIA

ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED DECEMBER 31, 2024
TOGETHER WITH
INDEPENDENT AUDITOR'S REPORT

JAMES L. WHITAKER, P.C.

CERTIFIED PUBLIC ACCOUNTANT

SNELLVILLE, GEORGIA 30078

**CITY OF BERKELEY CITY, GEORGIA
ANNUAL FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2024**

	PAGE
Independent Auditor's Report	1
Management's Discussion and Analysis	4
Basic Financial Statements:	
Government-wide Financial Statements:	
Statement of Net Position	12
Statement of Activities	13
Fund Financial Statements:	
Balance Sheet - Governmental Funds	14
Reconciliation of Fund Balance in Governmental Funds to the Statement of Net Position	15
Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds	16
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	17
Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual - General Fund	18
Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual - ARPA Fund	19
Notes to the Financial Statements	20
Individual Fund Schedules:	
2014 Special Local Option Sales Tax Fund (SPLOST) Schedule of Revenues, Expenditures and Changes in Fund Balances - Project Length Budget and Actual	37
2017 Special Local Option Sales Tax Fund Schedule of Revenues, Expenditures and Changes in Fund Balances - Project Length Budget and Actual	38
2023 Special Local Option Sales Tax Fund Schedule of Revenues, Expenditures and Changes in Fund Balances - Project Length Budget and Actual	39

JAMES L. WHITAKER, P.C.

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Snellville, Georgia 30078
Telephone: 678-205-4438
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Member of
The American Institute of
Certified Public Accountants

Member of
Georgia Society of
Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and Members of City Council
City of Berkeley Lake, Georgia

Report on the Audit of the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the City of Berkeley Lake, Georgia, as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the City of Berkeley Lake, Georgia's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the City of Berkeley Lake, Georgia, as of December 31, 2024, and the respective changes in financial position, and the respective budgetary comparison for the General Fund and ARPA Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Berkeley Lake, Georgia and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Berkeley Lake, Georgia's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Berkeley Lake, Georgia's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Berkeley Lake, Georgia's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4-11 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Berkeley Lake, Georgia's basic financial statements. The accompanying fund budgetary schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the individual fund budgetary schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 26, 2025, on our consideration of the City of Berkeley Lake, Georgia's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City of Berkeley Lake, Georgia's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City of Berkeley Lake, Georgia's internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "James L. Whitaker, P. C.".

Snellville, Georgia
June 26, 2025

**CITY OF BERKELEY LAKE
MANAGEMENT'S DISCUSSION AND ANALYSIS**

As management of the City of Berkeley Lake, we offer readers of the City of Berkeley Lake's financial statements this narrative overview and analysis of the financial activities of the City of Berkeley Lake for the fiscal year ended December 31, 2024. We encourage readers to consider the information presented in this analysis with their review of the financial statements.

Financial Highlights

- The assets of the City of Berkeley Lake exceeded its liabilities at December 31, 2024, by \$17,569,097. Of this amount unrestricted net position of \$4,868,391 may be used to meet the government's ongoing obligations to citizens and creditors.
- The total net position increased by \$1,197,213. The increase in net position is the result of the City recognizing a grant under the American Rescue Plan Act in the amount of \$329,257 along with an increase in SPLOST funds by approximately \$37,000 and interest earnings of \$66,000.
- As of the close of the current fiscal year, the City of Berkeley Lake's governmental funds reported combined ending fund balances of \$6,317,447 an increase of \$506,758 in comparison with the prior year. Of this amount \$4,838,956 is unassigned and available for spending; \$1,434,465 is restricted for Capital Outlay; \$33,807 is restricted for specified grant purposes and \$10,219 is nonspendable and in the form of prepaid expenses.
- At the end of the current year, unassigned fund balance for the general fund was \$4,838,956 or 589.90 percent of total General Fund expenditures.
- The City of Berkeley Lake has long term debt as of December 31, 2024, of \$13,616 which consists of a subscription payable.
- Overall, the City continues to maintain a healthy financial position.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the City of Berkeley Lake's basic financial statements. The City of Berkeley Lake's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the City of Berkeley Lake's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the city's assets, deferred outflows and liabilities and deferred inflows, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City of Berkeley Lake include general government, public safety and courts, highways and streets, public improvements, parks and recreation, and community development. The City had no business-type activity as of and for the year ended December 31, 2024.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City of Berkeley Lake are governmental funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between the two.

The City maintains five major governmental funds. The City's major governmental funds are the General Fund, the ARPA Fund, the 2014, 2017 and 2024 Special Purpose Local Option Sales Tax Funds (SPLOST). Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for each major fund. The governmental funds financial statements begin on page 13.

The City of Berkeley Lake adopts an annual budget for its General Fund, the ARPA special revenue fund and a project-length budget for its SPLOST Funds. Budgetary comparison statements have been provided for these funds to demonstrate compliance with the FY 24 budget. The budgetary comparison statements begin on page 18.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements begin on page 20.

Other information. In addition to the basic financial statement and accompanying notes, this report also presents certain other supplementary information which consists of individual fund financial statements / schedules beginning on page 37.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At December 31, 2024, the City's assets exceeded liabilities by \$17,569,097. The City's net position reflects its net investment in capital assets \$11,232,434 (63.9 percent). Capital assets are used to provide services to citizens and they are not available for future spending. Of the total net position of \$17,569,097, \$1,434,465 (8.2 percent) is restricted for capital projects, \$33,807 (.2%) is restricted for specified grant purposes and \$4,868,391 (27.7 percent) is unrestricted.

CITY OF BERKELEY LAKE'S NET POSITION

	Governmental Activities		Business-type Activities		Total	
	2024	2023	2024	2023	2024	2023
Current and other assets	\$ 6,429,312	\$ 6,232,063	\$ -	\$ -	\$ 6,429,312	\$ 6,232,063
Capital assets	<u>11,246,050</u>	<u>10,559,586</u>	<u>-</u>	<u>-</u>	<u>11,246,050</u>	<u>10,559,586</u>
Total assets	<u>17,675,362</u>	<u>16,791,649</u>	<u>-</u>	<u>-</u>	<u>17,675,362</u>	<u>16,791,649</u>
Current liabilities	92,649	402,035	-	-	92,649	402,035
Long-term liabilities	<u>13,616</u>	<u>17,730</u>	<u>-</u>	<u>-</u>	<u>13,616</u>	<u>17,730</u>
Total liabilities	<u>106,265</u>	<u>419,765</u>	<u>-</u>	<u>-</u>	<u>106,265</u>	<u>419,765</u>
Net Position:						
Net investment in capital assets	11,232,434	10,541,856	-	-	11,232,434	10,541,856
Restricted	1,468,272	1,577,238	-	-	1,468,272	1,577,238
Unrestricted	<u>4,868,391</u>	<u>4,252,790</u>	<u>-</u>	<u>-</u>	<u>4,868,391</u>	<u>4,252,790</u>
Total Net Position	<u>\$ 17,569,097</u>	<u>\$ 16,371,884</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 17,569,097</u>	<u>\$ 16,371,884</u>

A portion of the net position (8.4 percent) represents resources that are subject to external restrictions on how they may be used. The unrestricted net position (\$4,868,391) may be used to meet the government's ongoing obligations to citizens and creditors.

At the end of the current fiscal year, the City of Berkeley Lake is able to report positive balances in all three categories of net position. The same held true for the prior fiscal year.

Governmental activities. Governmental activities increased the City’s net position by \$1,197,213. Key elements of this increase are as follows:

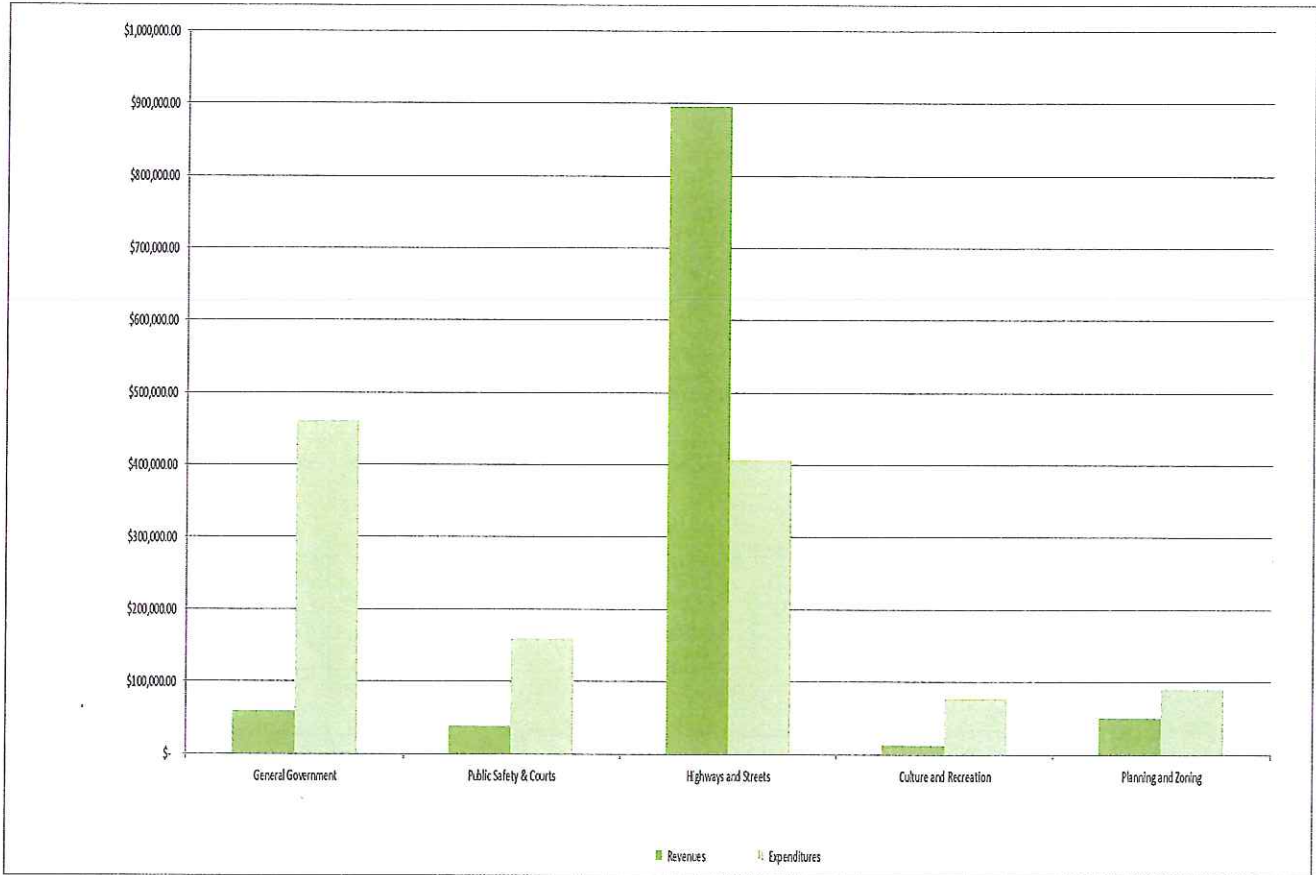
**CITY OF BERKELEY LAKE'S CHANGE IN NET POSITION
FOR THE YEAR ENDED DECEMBER 31, 2024**

	Governmental Activities		Business-type Activities		Total	
	2024	2023	2024	2023	2024	2023
Revenues:						
Program Revenues -						
Charges for services	\$ 101,367	\$ 79,261	\$ -	\$ -	\$ 101,367	\$ 79,261
Operating grants and contributions	-	24,491	-	-	-	24,491
Capital grants and contributions	955,713	668,789	-	-	955,713	668,789
General Revenues-						
Property taxes	540,531	545,590	-	-	540,531	545,590
Insurance premium tax	195,300	181,484	-	-	195,300	181,484
Franchise taxes	273,699	251,127	-	-	273,699	251,127
Other taxes	110,397	120,917	-	-	110,397	120,917
Intergovernmental	-	-	-	-	-	-
Interest	209,454	149,183	-	-	209,454	149,183
Other	4,986	19,716	-	-	4,986	19,716
	<u>2,391,447</u>	<u>2,040,558</u>	<u>-</u>	<u>-</u>	<u>2,391,447</u>	<u>2,040,558</u>
Expenses:						
General government	460,395	469,244	-	-	460,395	469,244
Public safety and courts	159,863	138,143	-	-	159,863	138,143
Highways and streets	406,100	144,636	-	-	406,100	144,636
Culture and recreation	76,846	67,196	-	-	76,846	67,196
Planning and zoning	90,513	19,102	-	-	90,513	19,102
Interest on long-term debt	517	369	-	-	517	369
	<u>1,194,234</u>	<u>838,690</u>	<u>-</u>	<u>-</u>	<u>1,194,234</u>	<u>838,690</u>
Increase (decrease) in Net Position before transfers	1,197,213	1,201,868	-	-	1,197,213	1,201,868
Transfers	-	-	-	-	-	-
Increase (decrease) in Net Position	1,197,213	1,201,868	-	-	1,197,213	1,201,868
Net Position - beginning of year, adjusted	<u>16,371,884</u>	<u>15,170,016</u>	<u>-</u>	<u>-</u>	<u>16,371,884</u>	<u>15,170,016</u>
Net Position - end of year	<u>\$ 17,569,097</u>	<u>\$ 16,371,884</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 17,569,097</u>	<u>\$ 16,371,884</u>

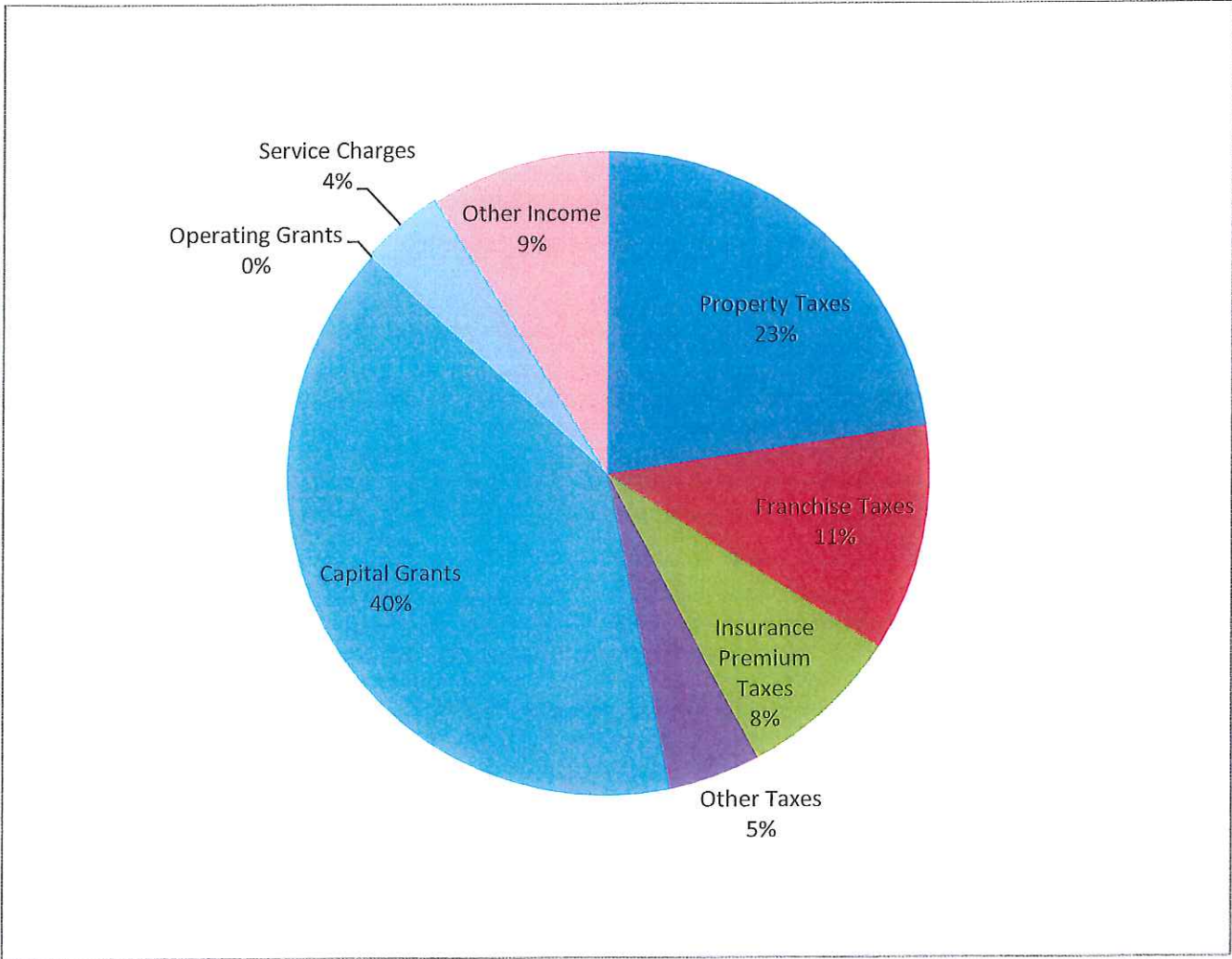
Note –. The beginning net position for the year ended December 31, 2022, was adjusted \$(319,683) to record the ARPA grant revenues as being earned when expended, not when received.

- Revenues increased approximately \$350,000 for f/y 2024 over f/y 2023. The most significant increases occurred in ARPA grant revenues of \$329,000 and interest revenues of \$60,000.
- Expenses increased \$356,000 or 4.2%. The increase was due to a large street improvement project amounting to approximately \$259,000 and the increase in planning & zoning due to the cost of professional services in creating / updating the City's zoning and development regulations.

Expenses and Program Revenues-Governmental Activities



Revenue by Source-Governmental Activities



Financial Analysis of the Government's Funds

As noted earlier, the City of Berkeley Lake used fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The purpose of the City's governmental fund financial statements is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the city's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At December 31, 2024, the City's governmental funds reported combined ending fund balances of \$6,317,447. Of this amount, \$4,838,956 (76.6 percent) is unassigned fund balance, which is available for spending at the government's discretion. The remainder of fund balance is restricted to indicate that it is not available for new spending because \$1,468,272 is restricted for Capital Outlay or grant purposes and \$10,219 is non-spendable consisting of prepaid expenses.

The General Fund is the City's chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was \$4,838,956 while the total fund balance totaled \$4,882,982. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 589.90 percent of the total general fund expenditures, while total fund balance represents 595.3 percent of that same amount.

During the current fiscal year, the fund balance of the City's general fund increased by \$616,040. Revenues increased \$126,500 with interest increasing \$60,000 due to bank rates increasing and grants increased by approximately \$30,000 due to the receipt of a supplemental LMIG grant.

The ARPA Fund began operations in 2021 with the receipt of the \$400,884 in grant funds from the State of Georgia under the American Rescue Plan Act. The City received another \$400,884 in 2022. The award is to be used for purposes specified under the grant agreement. During 2024, the City expended \$329,257 for stormwater and street improvements.

The SPLOST Funds are used to account for the acquisition and construction of major capital outlays for equipment, facilities and improvements that were approved by the voters of Gwinnett County, Georgia through the special purpose local option sales tax referendums. During f/y 2024 the SPLOST funds spent \$260,000 on street improvements (resurfacing project) and \$475,000 on stormwater improvements.

General Fund Budgetary Highlights

The original budget adopted this fiscal year total \$1,228,767. The budget was amended to increase revenues \$257,903 and to decrease expenditures by \$353,645. Increased revenues were primarily due to increases in overall tax revenues, interest and building permits as well as supplemental Georgia Department of Transportation Local Maintenance Improvement Grant funds. Expenditures were primarily lower because of savings on salaries while staffing needs are being evaluated. In addition, savings were realized in lower than budgeted professional services expenditures, legal expenditures, and unspent contingencies.

Capital Asset and Debt Administration

Capital assets. The City's investment in capital assets at December 31, 2024, amounts to \$11,229,760 (net of accumulated depreciation). This investment in capital assets includes land, buildings, improvements, automobiles, equipment, and parks. In 2024, the City made significant street and drainage improvements for \$813,678.

Additional information on the City's capital assets can be found in note 9 on page 32 of this report.

Long-term obligations. At the end of the current fiscal year, the City had the following outstanding long-term obligations:

CITY OF BERKELEY CITY'S OUTSTANDING DEBT

	<u>Balance</u>
Governmental Activities:	
Subscription payable	13,616
Total Long-Term Debt	<u>\$ 13,616</u>

Additional information on the City's long-term obligations can be found in note 10 on page 33 of this report.

State statutes limit the amount of general obligation debt a governmental entity may issue to 10 percent of its total assessed valuation. The current debt limitation for the City of Berkeley Lake is approximately \$33,000,000.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

The City's elected officials considered many factors when adopting the budget for the year ending December 31, 2025. Budget calculations were based on, but not limited to, the following:

1. Despite inflation and a rise in costs, the City expects to set the 2025 millage rate at the roll-back rate.
2. In the 2025 budget, building permit fee revenue was increased by 33% due to anticipated building projects.
3. The 2025 budget reflects no American Rescue Plan Act funds which were obligated and spent by December 31, 2024.
4. The City continues to expend general and SPLOST funds in the operations of its own stormwater management program.
5. In the 2025 budget, general fund expenditures were increased by 3.6% due to the following:
 - a. An increase in the Housing & Development budget line for a professional services expense to re-write the City's zoning and development regulations.
 - b. A 17% increase in the city administrator salary after factoring in cost-of-living adjustments since the salary range was implemented in 2017.
 - c. A 5 % increase in hourly staff salaries, and
 - d. Increases in stormwater professional services and contingency based on 2024 trends in engineering services for stormwater management.

Requests for Information

This financial report is designed to provide a general overview of the City of Berkeley Lake's finances, comply with finance-related laws and regulations, and demonstrate the City's commitment to public accountability. Questions concerning this report or requests for additional information can be obtained by contacting the City at (770) 368-9484 or at the following address:

City Administrator
City of Berkeley Lake
4040 South Berkeley Lake Road
Berkeley Lake, GA 30096

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CITY OF BERKELEY CITY, GEORGIA
STATEMENT OF NET POSITION
DECEMBER 31, 2024

	<u>GOVERNMENTAL ACTIVITIES</u>	<u>BUSINESS-TYPE ACTIVITIES</u>	<u>TOTAL</u>
ASSETS			
Cash and cash equivalents	\$ 985,857	\$ -	\$ 985,857
Investments	3,761,734	-	3,761,734
Receivables, net			
Taxes	233,961	-	233,961
Due from other governments	94,658	-	94,658
Prepaid expenses	10,219	-	10,219
Restricted assets -			
Cash	1,342,883	-	1,342,883
Subscription assets, net of amortization	16,290	-	16,290
Capital assets -			
Non-depreciable capital assets	4,872,613	-	4,872,613
Other capital assets, net of depreciation	6,357,147	-	6,357,147
	<u>17,675,362</u>	<u>-</u>	<u>17,675,362</u>
Total Assets			
Deferred Outflows			
Deferred outflows	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Total Assets and Deferred Outflows	<u>17,675,362</u>	<u>-</u>	<u>17,675,362</u>
LIABILITIES			
Accounts payable -			
Trade	23,049	-	23,049
Accrued expenses -			
Salaries	27,192	-	27,192
Other	19,423	-	19,423
Unearned items	22,985	-	22,985
Long-term obligations-			
Due within one year	4,319	-	4,319
Due within more than one year	9,297	-	9,297
	<u>106,265</u>	<u>-</u>	<u>106,265</u>
Total Liabilities			
Deferred inflows			
Deferred inflows	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Total Liabilities and Deferred Inflows	<u>106,265</u>	<u>-</u>	<u>106,265</u>
NET POSITION - Adjusted			
Net investment in capital assets	11,232,434	-	11,232,434
Restricted for:			
Specified grant purposes	33,807	-	33,807
Capital outlay	1,434,465	-	1,434,465
Unrestricted	4,868,391	-	4,868,391
	<u>17,569,097</u>	<u>-</u>	<u>17,569,097</u>
Total Net Position	<u>\$ 17,569,097</u>	<u>\$ -</u>	<u>\$ 17,569,097</u>

The accompanying notes are an integral part of these financial statements.

**CITY OF BERKELEY CITY, GEORGIA
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2024**

Functions/Programs	EXPENSES	PROGRAM REVENUES		
		CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	CAPITAL GRANTS AND CONTRIBUTIONS
Governmental Activities:				
General Government	\$ 460,395	\$ 43,260	\$ -	\$ 15,720
Courts	9,149	7,000	-	-
Public Safety	150,714	-	-	31,887
Highways and Streets	406,100	-	-	895,099
Park Areas	76,846	-	-	13,007
Planning and Zoning	90,513	51,107	-	-
Interest	517	-	-	-
Total Governmental Activities	<u>1,194,234</u>	<u>101,367</u>	<u>-</u>	<u>955,713</u>
Business-Type Activities:	-	-	-	-
Total Primary Government	<u>\$ 1,194,234</u>	<u>\$ 101,367</u>	<u>\$ -</u>	<u>\$ 955,713</u>

General Revenues:

Taxes:
Property taxes
Motor vehicle
Transfer taxes
Alcohol beverage taxes
Franchise taxes
Business and occupational taxes
Insurance premium taxes
Other
Intergovernmental
Investment earnings
Miscellaneous
Total General Revenues
Transfers
Total General Revenues and Transfers

Change in Net Position

Net Position - beginning

Net Position - ending

The accompanying notes are an integral part of these financial statements.

NET (EXPENSE) REVENUE AND
CHANGE IN NET ASSETS

GOVERNMENTAL ACTIVITIES	BUSINESS- TYPE ACTIVITIES	TOTAL
\$ (401,415)	\$ -	\$ (401,415)
(2,149)	-	(2,149)
(118,827)	-	(118,827)
488,999	-	488,999
(63,839)	-	(63,839)
(39,406)	-	(39,406)
(517)	-	(517)
<u>(137,154)</u>	<u>-</u>	<u>(137,154)</u>
-	-	-
<u>(137,154)</u>	<u>-</u>	<u>(137,154)</u>
411,829	-	411,829
128,702	-	128,702
2,543	-	2,543
30,803	-	30,803
273,699	-	273,699
74,088	-	74,088
195,300	-	195,300
2,963	-	2,963
-	-	-
209,454	-	209,454
4,986	-	4,986
<u>1,334,367</u>	<u>-</u>	<u>1,334,367</u>
-	-	-
<u>1,334,367</u>	<u>-</u>	<u>1,334,367</u>
1,197,213	-	1,197,213
<u>16,371,884</u>	<u>-</u>	<u>16,371,884</u>
<u>\$ 17,569,097</u>	<u>\$ -</u>	<u>\$ 17,569,097</u>

**CITY OF BERKELEY CITY, GEORGIA
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2024**

	MAJOR FUNDS					TOTAL GOVERN- MENTAL FUNDS
	GENERAL	ARPA	2014 SPLOST	2017 SPLOST	2023 SPLOST	
ASSETS						
Cash and cash equivalents	\$ 985,857	\$ -	\$ 2,200	\$ 549,964	\$ 790,719	\$ 2,328,740
Investments	3,761,734	-	-	-	-	3,761,734
Receivables -						
Taxes, net	233,961	-	-	-	-	233,961
Due from other governments	-	-	-	-	94,658	94,658
Prepaid expenses	10,219	-	-	-	-	10,219
Total Assets	\$ 4,991,771	\$ -	\$ 2,200	\$ 549,964	\$ 885,377	\$ 6,429,312
Liabilities:						
Accounts payable -						
Trade	\$ 19,973	\$ -	\$ -	\$ 3,076	\$ -	\$ 23,049
Accrued expenses -						
Salaries	27,192	-	-	-	-	27,192
Other	19,423	-	-	-	-	19,423
Unearned revenues	22,985	-	-	-	-	22,985
Total Liabilities	89,573	-	-	3,076	-	92,649
Deferred Inflows of Resources						
Unavailable revenues	19,216	-	-	-	-	19,216
Fund Balances:						
Nonspendable	10,219	-	-	-	-	10,219
Restricted -						
Capital outlay	-	-	2,200	546,888	885,377	1,434,465
Street projects	24,807	-	-	-	-	24,807
Playground improvements	9,000	-	-	-	-	9,000
Unassigned	4,838,956	-	-	-	-	4,838,956
Total Fund Balances	4,882,982	-	2,200	546,888	885,377	6,317,447
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 4,991,771	\$ -	\$ 2,200	\$ 549,964	\$ 885,377	\$ 6,429,312

The accompanying notes are an integral part of these financial statements.

CITY OF BERKELEY CITY, GEORGIA
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
DECEMBER 31, 2024

Amounts reported for governmental activities in the statement of net assets are different because:

Total fund balances -- total governmental funds	\$ 6,317,447
Capital and subscription assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	11,246,050
Other long-term assets are not available to pay for current-period expenditures and, therefore, are deferred in the funds.	19,216
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds:	
Subscription payable	(13,616)
Accrued interest payable	<u>-</u>
Net position of governmental activities.	<u>\$ 17,569,097</u>

The accompanying notes are an integral part of these financial statements.

CITY OF BERKELEY CITY, GEORGIA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2024

	MAJOR FUNDS					TOTAL GOVERN- MENTAL FUNDS
	GENERAL	ARPA	2014 SPLOST	2017 SPLOST	2024 SPLOST	
REVENUES:						
Taxes	\$ 1,120,417	\$ -	\$ -	\$ -	\$ -	\$ 1,120,417
Business licenses and permits	94,368	-	-	-	-	94,368
Intergovernmental	55,137	329,257	-	31,888	511,000	927,282
Charges for services	-	-	-	-	-	-
Fines and forfeitures	7,000	-	-	-	-	7,000
Investment income	209,454	-	41	19,079	9,510	238,084
Miscellaneous	4,785	-	-	-	-	4,785
Total Revenues	<u>1,491,161</u>	<u>329,257</u>	<u>41</u>	<u>50,967</u>	<u>520,510</u>	<u>2,391,936</u>
EXPENDITURES:						
Current -						
General Government	418,574	-	-	-	-	418,574
Municipal Court	9,149	-	-	-	-	9,149
Public Safety	135,340	-	-	-	-	135,340
Highways and Streets	141,501	-	-	-	-	141,501
Park Areas	20,225	-	-	-	-	20,225
Planning and Zoning	90,512	-	-	-	-	90,512
Capital Outlay -						
General Government	-	-	5,350	-	-	5,350
Municipal Court	-	-	-	-	-	-
Public Safety	-	-	-	-	-	-
Highway and Streets	-	329,257	-	730,270	-	1,059,527
Park Areas	-	-	-	-	-	-
Emergency Management	-	-	-	-	-	-
Debt Service -						
Principal	4,114	-	-	-	-	4,114
Interest	886	-	-	-	-	886
Total Expenditures	<u>820,301</u>	<u>329,257</u>	<u>5,350</u>	<u>730,270</u>	<u>-</u>	<u>1,885,178</u>
Excess (deficiency) of revenues over expenditures	<u>670,860</u>	<u>-</u>	<u>(5,309)</u>	<u>(679,303)</u>	<u>520,510</u>	<u>506,758</u>
OTHER FINANCING SOURCES (USES):						
Transfers	(54,820)	-	-	54,820	-	-
Proceeds from subscription issue	-	-	-	-	-	-
Sale of capital assets	-	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>(54,820)</u>	<u>-</u>	<u>-</u>	<u>54,820</u>	<u>-</u>	<u>-</u>
Net change in fund balances	616,040	-	(5,309)	(624,483)	520,510	506,758
Fund balances - beginning	<u>4,266,942</u>	<u>-</u>	<u>7,509</u>	<u>1,171,371</u>	<u>364,867</u>	<u>5,810,689</u>
Fund balances - ending	<u>\$ 4,882,982</u>	<u>\$ -</u>	<u>\$ 2,200</u>	<u>\$ 546,888</u>	<u>\$ 885,377</u>	<u>\$ 6,317,447</u>

The accompanying notes are an integral part of these financial statements.

**CITY OF BERKELEY CITY, GEORGIA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL ACTIVITIES
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2024**

Net change in fund balances -- total governmental funds	\$ 506,758
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.</p>	
Capital outlay	813,679
Depreciation and amortization expense	(127,214)
Net effect of transactions involving capital assets (sales, dispositions)	-
<p>Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.</p>	
Property tax	(493)
<p>Bond proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Repayment of bond principal is an expenditures in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.</p>	
Repayments of principal	4,114
Proceeds from debt issues	-
<p>Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds:</p>	
Change in accrued interest	<u>369</u>
Change in net position of governmental activities.	<u>\$ 1,197,213</u>

The accompanying notes are an integral part of these financial statements.

CITY OF BERKELEY CITY, GEORGIA
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget		Actual	Variance
	Original	Final		
REVENUES:				
Taxes	\$ 1,046,548	\$ 1,115,926	\$ 1,120,417	\$ 4,491
Licenses and permits	69,046	94,368	94,368	-
Intergovernmental	24,491	55,137	55,137	-
Charges for services	1,881	-	-	-
Fines and forfeitures	-	7,000	7,000	-
Investment earnings	86,401	209,454	209,454	-
Miscellaneous	400	4,785	4,785	-
Total Revenues	<u>1,228,767</u>	<u>1,486,670</u>	<u>1,491,161</u>	<u>4,491</u>
EXPENDITURES:				
Current -				
General government	587,424	418,727	418,574	153
Municipal court	9,190	9,149	9,149	-
Public safety	169,923	135,340	135,340	-
Highways and streets	160,542	141,792	141,501	291
Culture and recreation	20,904	20,226	20,225	1
Planning and zoning	226,409	90,513	90,512	1
Debt service -				
Principal	-	4,114	4,114	-
Interest	-	886	886	-
Total expenditures	<u>1,174,392</u>	<u>820,747</u>	<u>820,301</u>	<u>446</u>
Excess of revenues over (under) expenditures	54,375	665,923	670,860	4,937
OTHER FINANCING SOURCES (USES)				
Transfers	-	(54,375)	(54,820)	(445)
Proceeds from subscription issue	-	-	-	-
Sale of capital assets	-	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>(54,375)</u>	<u>(54,820)</u>	<u>(445)</u>
Net change in fund balances	54,375	611,548	616,040	4,492
Fund balances - beginning	<u>4,266,942</u>	<u>4,266,942</u>	<u>4,266,942</u>	<u>-</u>
Fund balances - ending	<u>\$ 4,321,317</u>	<u>\$ 4,878,490</u>	<u>\$ 4,882,982</u>	<u>\$ 4,492</u>

The accompanying notes are an integral part of these financial statements.

CITY OF BERKELEY CITY, GEORGIA
ARPA SPECIAL REVENUE FUND
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget		Actual	Variance
	Original	Final		
REVENUES:				
Intergovernmental	\$ 348,468	\$ 329,257	\$ 329,257	\$ -
Miscellaneous	-	-	-	-
Total Revenues	<u>348,468</u>	<u>329,257</u>	<u>329,257</u>	<u>-</u>
EXPENDITURES:				
Capital Outlay -				
Public safety	-	-	-	-
Highways and streets	348,468	329,257	329,257	-
Total expenditures	<u>348,468</u>	<u>329,257</u>	<u>329,257</u>	<u>-</u>
Excess of revenues over (under) expenditures	-	-	-	-
OTHER FINANCING SOURCES (USES)				
Transfers	-	-	-	-
Sale of capital assets	-	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	-	-	-	-
Fund balances - beginning, adjusted	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balances - ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

The accompanying notes are an integral part of these financial statements.

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2024

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

A. Basis of Presentation

The City's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant accounting policies established in GAAP and used by the City are discussed below.

B. The Reporting Entity

The City operates under a council/mayor form of government and provides the following services: public safety, street maintenance, culture and recreation, public improvements and general and administrative services.

Governmental Accounting Standards Board Statement (GASB) No. 14, as amended by GASB No. 61 defines the reporting entity for determining which potential component units should be included in a primary government's financial statements. Inclusion is based on organizations for which the primary government is financially accountable. In addition, the primary government may determine, through exercise of management's professional judgment, that the inclusion of an organization that does not meet the financial accountability criteria is necessary in order to prevent the reporting entity's financial statements from being misleading. In such instances, the organization should be included as a component unit. The criteria for determining financial accountability includes appointing a voting majority of an organization's governing body and (1) the ability of the City to impose its will on that organization or (2) the potential for the organization to provide specific financial benefits or to impose specific financial burdens on the City regardless of whether the organization has a separate elected or appointed governing board. Blended component units, although legally separate entities, are, in substance part of the government's operations and are reported with similar funds of the primary government. Since no other entities are controlled by or rely on the City, the reporting entity consist solely of the City.

(See Independent Auditor's Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued):

C. Basic Financial Statements—Government-Wide Statements

The City's basic financial statements include both government-wide (reporting the City as a whole) and fund financial statements (reporting the City's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type. Since the City only has three funds, the City considers all of the funds to be major funds. The City has no business-type activities.

The government-wide Statement of Net Position presents the financial condition of the governmental activities of the City at year end. The statement is presented on a consolidated basis and is reported on a full accrual, flow of economic resource measurement basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The City's net position is reported in three parts—net investment in capital assets; restricted net position; and unrestricted net position. The City first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities presents a comparison between direct expenses and program revenues for each program or function of the City's governmental activities of the City. Direct expenses are those that are specifically associated with a service, program, or department and therefore clearly identifiable to a particular function. The City does not allocate indirect cost. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program, and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the City, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental program is self-financing or draws from the general revenues of the City.

The net costs (by function) are normally covered by general revenue (property, sales or use taxes, intergovernmental revenues, interest income, etc.).

This government-wide focus is more on the sustainability of the City as an entity and the change in the City's net position resulting from the current year's activities.

(See Independent Auditor's Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued):

D. Basic Financial Statements-Fund Financial Statements

The financial transactions of the city are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. Fund financial statements are designed to present financial information of the City at this more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds, if any, are aggregated and presented in a single column. Since the City has only four funds, the City considers all the funds to be major funds. The various funds are grouped, in the financial statements in this report, into the following fund types:

Governmental Fund Types – Governmental funds are those through which most governmental functions of the City are financed. Governmental fund reporting focuses on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the City’s major governmental funds:

General Fund – The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

American Rescue Plan Act (ARPA) Special Revenue Fund – This fund is used to account for the monies received and the related expenditures under the American Rescue Plan Act. Recipients may use award funds to cover eligible costs incurred during the period that begins March 3, 2021 and ends December 31, 2024.

Capital Projects Funds – Capital Project Funds are used to account for the acquisition and construction of major capital facilities and improvements other than those financed by proprietary funds and trust funds. The SPLOST Funds are used by the City to account for acquisition and construction of major capital facilities that were approved by the voters of Gwinnett County, Georgia through the 2014, 2017 and 2023 special purpose local option sales tax referendums.

(See Independent Auditor’s Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued):

E. Basis of Accounting

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

1. Accrual

Government-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

2. Modified Accrual:

The governmental funds financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Available" means collectible within the current period or within 60 days after year end. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

Those revenues susceptible to accrual are taxes, state and federal grants, fines, interest revenue and charges for services. Major revenues that are determined not to be susceptible to accrual because they are either not available soon enough to pay liabilities of the current period or are not objectively measurable include licenses, penalties and miscellaneous revenues which are recorded as revenues when received in cash. Those revenues that are measurable but are not collected within 60 days after year end are recorded as unavailable revenues.

F. Measurement Focus

Government-wide Financial Statements – The government-wide financial statements are prepared using the flow of economic resources measurement focus. All assets and all liabilities associated with the operation of the City are included on the statement of net position.

Fund Financial Statements – All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of government-wide financial statements are prepared. Therefore, governmental fund financial statements include reconciliation with brief explanations to better identify the relationship between the government-wide and the statements for governmental funds.

(See Independent Auditor's Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued):

G. Cash and Cash Equivalents

Cash includes amounts in demand deposits as well as short-term investments with a maturity date within three months of the date acquired by the City.

H. Investments

The City’s investments consist of certificates of deposit with a maturity date of three months or greater from the date of purchase and the State of Georgia’s Georgia Fund 1. For reporting purposes, all investments are recorded at fair value.

In applying GASB Statement No. 31, the City utilized the following methods and assumptions as of December 31, 2024:

1. Fair value is based on quoted market prices as of the valuation date;
2. The investment portfolio did not hold investments in any of the following: a) items required to be reported at amortized costs; b) items in external pools that are not SEC-registered; c) items subject to involuntary participation in an external pool; and, d) items associated with a fund other than the fund to which the income is assigned.

The City’s policy is to hold investments until maturity.

I. Inventory

Inventory is valued at the lower of cost (first-in, first-out) or market. Inventory, if any, in the General Fund consist of expendable supplies held for consumption. The cost is recorded as an expenditure when consumed rather than when purchased. Reported inventories are equally offset by a fund balance reserve, which indicates that they do not constitute “available spendable resources” even though they are a component of net current assets.

J. Prepaid Expenses

Payments made to vendors for service that will benefit periods beyond December 31, 2024 are recorded as prepaid items and are expensed during the period benefited.

(See Independent Auditor’s Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued):

K. Capital Assets

Capital assets purchased or acquired with an original cost of \$10,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings and improvements	25 years
Machinery and equipment	5-10 years
Furniture and fixtures	5-20 years
Computers and peripherals	7-10 years
Infrastructure	50-100 years

GASB No. 34 requires the City to report and depreciate new infrastructure assets effective with the year GASB 34 is implemented. Infrastructure assets include roads, bridges, dams, underground pipe (other than related to utilities), traffic signal, etc. The City, in accordance with GASB No. 34 requirements, has elected to record infrastructure assets prospectively. Therefore, infrastructure assets that have not been recorded on the books of the City, such as streets and drainage systems, purchased or constructed by the City prior to January 1, 2002, will not be reported as capital assets in the City’s financial statements.

The City did change its capitalization base from \$500 to \$10,000 during 2022. Assets that were purchased prior to January 1, 2022 that were less than \$10,000 were removed from the appropriate capital asset category along with the related accumulated depreciation incurred as of December 31, 2021. The total capital assets removed amounted to \$56,580 along with the related accumulated depreciation of \$33,156 for a net decrease in net position of \$23,424.

L. Accrued Liabilities and Long-Term Obligations

All payables, accrued liabilities, and long-term obligations are reported in the government-wide financial statements. All payables, accrued liabilities, and long-term obligations payable from proprietary funds are reported on the proprietary fund financial statements.

In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources are reported as obligations of the funds. However, claims and judgments and compensated absences that will be paid from governmental funds are reported as liability in the fund financial statements only to the extent that they are due for payment during the current year. Long-term loans are recognized as a liability on the governmental fund financial statements when due.

M. Revenues

Substantially all governmental fund revenues are accrued. Property taxes are billed and collected within the same period in which the taxes are levied. In applying GASBS No. 33 to grant revenues, the provider recognizes liabilities and expenses and the recipient recognizes receivables and revenue when the applicable eligibility requirements, including time requirements, are met. Resources transmitted before the eligibility requirements are met are reported as advances by the provider and deferred revenue by the recipient.

(See Independent Auditor’s Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued):

N. Expenditures

Expenditures are recognized when the related fund liability is incurred. Inventory costs are reported in the period when inventory items are used, rather than in the period purchased.

O. Compensated Absences

The City accrues accumulated unpaid vacation leave and associated employee-related costs when earned (or estimated to be earned) by the employee. The noncurrent portion (the amount estimated to be used in subsequent fiscal years) for governmental funds is maintained separately and represents a reconciling item between the fund and government-wide presentations. In accordance with the provisions of Statement No. 16 of the Governmental Accounting Standards Board, Accounting for Compensated Absences, no liability is recorded for non-vesting accumulating rights to receive sick pay benefits.

P. Interfund Activity

Interfund activity is reported as loans, services provided, reimbursements, or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers between governmental funds are netted as part of the reconciliation to the government-wide financial statements.

Q. Capitalization of Interest

The City does not capitalize interest cost incurred during the construction period to finance the construction of capital assets.

R. Budgets and Budgetary Accounting

The City Council adopts an annual budget for all of the City's funds. Public hearings are conducted to obtain taxpayer comments. The operating budget includes proposed expenditures and the means of financing them. Formal budgetary integration is employed as a management control device during the year.

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The City Administrator presents a proposed operating budget for the fiscal year commencing the following January 1st. The operating budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted to obtain taxpayer comments.
3. The budget is legally enacted through passage of an ordinance.
4. Any revisions that increase expenditures of any department must be approved by City Council.
5. Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgets are as originally approved by city council or as last amended.
6. Unexpended budget appropriations at year-end lapse.

(See Independent Auditor's Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued):

S. Deferred Outflows / Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflow of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense / expenditures) until then. The government has no items that qualify for reporting in this category as of December 31, 2024.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The government has one type of item, which arises only under a modified accrual basis of accounting that qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from property taxes.

T. Net Position

Net Position represents the difference between assets plus deferred outflows of resources and liabilities plus deferred inflows of resources. Net investment in capital assets, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction, or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through constitutional provisions or enabling legislation or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

The City's government-wide statement of net position reports \$1,468,272 of restricted net position, of which \$1,459,272 is restricted by enabling legislation.

The City first applies restricted resources when an expense is incurred for which both restricted and unrestricted net position are available.

U. Fund Equity – Governmental Funds

As of December 31, 2024, fund balances of the governmental funds are classified as follows:

Nonspendable – amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.

Restricted – amounts that can be spent only for specific purposes because of constitutional provisions, charter requirements or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Committed – amounts that can be used only for specific purposes determined by a formal action of City of Berkeley Lake's Council. Berkeley Lake's Council is the highest level of decision making authority for the City. Commitments may be established, modified, or rescinded only through ordinances approved by City Council prior to end of the fiscal year. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken to remove or revise the limitation.

(See Independent Auditor's Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued):

U. Fund Equity – Governmental Funds – (Continued):

Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. Only the City Council may assign amounts for specific purposes through passage of a resolution. Unlike commitments, assignments generally only exist temporarily and do not normally have to have an additional action taken for their removal.

Unassigned – all other spendable amounts.

As of December 31, 2024, fund balances are composed of the following:

	Non- Spendable Prepays	Capital Outlays	Specified Grant Purposes	Unassigned	Total
General Fund	\$ 10,219	\$ -	\$ 33,807	\$ 4,838,956	\$ 4,882,982
SPLOST Funds	-	1,434,465	-	-	1,434,465
Total	<u>\$ 10,219</u>	<u>\$ 1,434,465</u>	<u>\$ 33,807</u>	<u>\$ 4,838,956</u>	<u>\$ 6,317,447</u>

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the City considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the City considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the City Council has provided otherwise in its commitment or assignment actions.

V. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

W. Leasing Activities

During 2022, the City implemented a new accounting standard GASB Statement No. 87 “Leases”. The new standard establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under the Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments’ leasing activities.

As of December 31, 2024, the City has no significant lease agreements that are required to be reported under the new standard either as a lessee or a lessor.

(See Independent Auditor’s Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

2. CASH AND INVESTMENTS

Custodial Credit Risk – Deposits. Custodial credit risk for deposits is the risk that, in the event of a bank failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. As of December 31, 2024, all of the City’s bank balances were covered by either federal depository insurance, by collateral held by the City’s agent in the City’s name, or by collateral held by a third-party custodian bank as part of the Georgia Office of the State Treasurer’s Pooled Funds program.

Investments

The City follows the State of Georgia investment requirements which authorize investment in any securities approved by the State of Georgia for local governments. Authorized investments include certificates of deposit, repurchase agreements, the local government investment pool established by state law, direct and agency obligations of the State of Georgia, and direct obligations issued or guaranteed by the U.S. Government or by a government agency of the United States.

Investments as of December 31, 2024 were as follows:

<u>Investments</u>	<u>Maturities</u>	<u>Fair Value</u>
Georgia Fund 1	27 days average	\$ 3,761,734
		<u>\$ 3,761,734</u>

As of December 31, 2024, the City’s investment in the Georgia Fund 1 was rated AAf by Standard and Poor’s.

“Georgia Fund 1” created by OCGA 36-83-8, is a stable net asset value investment pool which follows Standard and Poor’s criteria for AAf rated money market funds. However, Georgia Fund 1 operates in a manner consistent with Rule 2a-7 of the Investment Company Act of 1940 and is considered to be a 2a-7 like pool. The pool is not registered with the SEC as an investment company. The pool’s primary objectives are safety of capital, investment income, liquidity and diversification while maintaining principal (\$1.00 per share value). Net asset value is calculated weekly to ensure stability. The pool distributes earnings (net of management fees) on a monthly basis and determines participant’s shares sold and redeemed based on \$1.00 per share. The fund is managed by the Georgia Office of the State Treasury (OST). OST is guided by the policies of the State Depository Board and OCGA 55-17-2 and 50-17-63.

(See Independent Auditor’s Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

3. PROPERTY TAX

The City’s property taxes are billed and collected by Gwinnett County. The City levies annual real and personal property taxes based on the lien date of January 1. After the adoption of the millage rate, the levy date is September 15, with taxes due on that date through November 15. After this 60-day period, the taxes become delinquent and subject to penalty and interest. At year end, the receivables represent delinquent taxes. At the fund reporting level, if delinquent taxes are not paid within 60 days of year end, they are recorded as deferred revenue since they are not available to finance current expenditures. Property taxes receivable as of December 31, 2024, was \$25,086.

4. RECEIVABLES

Receivables as of year-end, including the applicable allowances for uncollectible accounts, are as follows:

	General	2023 SPLOST	Total
Taxes	\$ 233,961	\$ -	\$ 233,961
Due from other governments	-	94,658	94,658
Gross Receivables	233,961	94,658	328,619
Less: Allowance for Uncollectibles	-	-	-
Total	<u>\$ 233,961</u>	<u>\$ 94,658</u>	<u>\$ 328,619</u>

5. INTERGOVERNMENTAL REVENUES AND RECEIVABLES

Intergovernmental revenues and receivables reported in the fund financial statements for the year ended December 31, 2024, consist of the following:

	Revenues	Receivables
General Fund		
LMIG	\$ 24,807	\$ -
LMIG Supplement	30,330	-
ARPA Fund		
ARPA Grant	329,257	-
2017 SPLOST Fund		
Gwinnett County - Road Improvement	31,888	-
2023 SPLOST Fund		
Gwinnett County - SPLOST	<u>511,000</u>	<u>94,658</u>
Total	<u>\$ 927,282</u>	<u>\$ 94,658</u>

(See Independent Auditor’s Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

6. INTER-FUND TRANSACTIONS

Interfund transfers are used to 1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, 2) use unrestricted revenues collected to finance various programs accounted for in other funds in accordance with budgetary authorizations, and 3) move capital assets between governmental activities and business activities, also within business-type activities. Transfers are eliminated in the governmental fund group or business-type fund group.

During the year ended December 31, 2024, the General Fund transferred \$54,820 to the 2017 SPLOST Fund which represented LMIG funds received by the General Fund for which the 2017 SPLOST Fund paid for and reported the related street improvement project.

There were no interfund receivables as of December 31, 2024.

7. CONTINGENCIES AND LITIGATION:

Grant contingencies – Amounts received or receivable from grant agencies are subject to audit and adjustments by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time, although the government expects such amounts, if any, to be immaterial.

At present, the City's management is not aware of any pending or threatened litigation that would have a material financial effect on the City's financial condition.

8. JOINT VENTURE

Under Georgia law, the city, in conjunction with other cities and counties in the Metro Atlanta area, is a member of the Atlanta Regional Commission (ARC). Membership in this organization is required by the Official Code of Georgia Annotated (OCGA) Section 50-8-34, which provides for the organizational structure of the Commission in Georgia. The ARC Board membership includes the chief elected official of each county, one representative for all the cities in a member county and 15 citizen representatives. OCGA 50-8-39.1 provides that the member governments are liable for any debts or obligations of the ARC. Separate financial statements may be obtained from:

Atlanta Regional Commission
3715 Northside Parkway
Building 200, Suite 300
Atlanta, Georgia 30327

(See Independent Auditor's Report

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

9. PROPERTY, PLANT AND EQUIPMENT

Capital asset activity for the year ended December 31, 2024 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
Capital assets, not being depreciated:				
Land	\$ 4,872,613	\$ -	\$ -	\$ 4,872,613
Construction in progress	24,005	813,679	(837,684)	-
Total capital assets, not being depreciated	<u>4,896,618</u>	<u>813,679</u>	<u>(837,684)</u>	<u>4,872,613</u>
Capital assets being depreciated:				
Buildings	1,769,588	-	-	1,769,588
Improvements other than buildings	4,957,647	837,684	-	5,795,331
Machinery and equipment	175,692	-	-	175,692
Furniture and fixtures	60,994	-	-	60,994
Computers and peripherals	39,230	-	-	39,230
Total capital assets being depreciated	<u>7,003,151</u>	<u>837,684</u>	<u>-</u>	<u>7,840,835</u>
Less accumulated depreciation for:				
Buildings	665,128	45,374	-	710,502
Improvements other than buildings	527,645	56,236	-	583,881
Machinery and equipment	76,462	16,455	-	92,917
Furniture and fixtures	60,994	-	-	60,994
Computers and peripherals	30,790	4,604	-	35,394
Total accumulated depreciation	<u>1,361,019</u>	<u>122,669</u>	<u>-</u>	<u>1,483,688</u>
Total capital assets being depreciated, net	<u>5,642,132</u>	<u>715,015</u>	<u>-</u>	<u>6,357,147</u>
Governmental capital assets, net	<u>\$ 10,538,750</u>	<u>\$ 1,528,694</u>	<u>\$ (837,684)</u>	<u>\$ 11,229,760</u>
Subscriptions	\$ 22,730	\$ -	\$ -	\$ 22,730
Accumulated amortization	1,894	4,546	-	6,440
Subscriptions, net	<u>\$ 20,836</u>	<u>\$ (4,546)</u>	<u>\$ -</u>	<u>\$ 16,290</u>
Total	<u>\$ 10,559,586</u>	<u>\$ 1,533,240</u>	<u>\$ (837,684)</u>	<u>\$ 11,246,050</u>

Depreciation and amortization expense was charged to functions/programs of the primary government as follows:

General government	\$ 59,495
Public works	11,098
Park areas	<u>56,622</u>
Total depreciation expense	<u>\$ 127,215</u>

(See Independent Auditor's Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

10. LONG-TERM DEBT AND OTHER OBLIGATIONS

The following is a summary of changes in long-term liabilities reported in the government-wide financial statements for the year ended December 31, 2024:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>	<u>Current Portion</u>
Governmental Activities					
Subscriptions payable	\$ 17,730	\$ -	\$ (4,114)	\$ 13,616	\$ 4,319
Total Long-Term Liabilities	<u>\$ 17,730</u>	<u>\$ -</u>	<u>\$ (4,114)</u>	<u>\$ 13,616</u>	<u>\$ 4,319</u>

Subscription-Based Information Technology Arrangements

In January 2023, the City implemented a new accounting standard GASB Statement No. 96 “Subscription-Based Information Technology Arrangements”. The new accounting standard requires the reporting of a right-to-use subscription asset and a corresponding subscription liability for the agreements that qualify under the new standard.

The City has entered into a Subscription-based information technology arrangement (SBITA) involving:

- Flock cameras providing data identifying information

The total cost of the City’s subscription asset is \$22,730, less accumulated amortization of \$6,440. Total amortization expense for the year ended December 31, 2024 was \$4,546.

The future subscription payments under the SBITA agreement using an imputed interest rate of 5% are as follows:

<u>F/Y/E DEC. 31</u>	<u>Subscriptions payable</u>	
	<u>INTEREST</u>	<u>PRINCIPAL</u>
2025	\$ 681	\$ 4,319
2026	465	4,535
2027	<u>238</u>	<u>4,762</u>
TOTALS	<u>\$ 1,384</u>	<u>\$ 13,616</u>

(See Independent Auditor’s Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

11. DEFINED CONTRIBUTION PLAN

The City adopted a defined contribution plan under the GMA 401 (a) Defined Contribution Plan (“GMA Plan”) on November 21, 2013 effective January 1, 2014 for all eligible administrative employees who work forty (40) hours per week.

Waiting Period – The waiting period to participate is one (1) month of service calculated from the commencement of the employee’s employment with the City. Eligible employees as of January 1, 2014 were given credit for prior service.

City Contribution Amounts – Under the Plan, the City contributes an amount equal to 10% of the employee’s gross hourly wage or salary compensation and matches 100% of the employee’s contributions up to 10% of the employee’s gross hourly wage or salary compensation.

Vesting Schedule – The vesting schedule is graduated based upon the following table:

<u>Completed Years of Service as Eligible Employee</u>	<u>Vested %</u>
1 year	20%
2 years	40%
3 years	60%
4 years	80%
5 years	100%

City contributions for the year ended December 31, 2024 amounted to \$48,906, of which \$-0- was paid with plan forfeitures. Plan members contributed \$27,123 for the year ended December 31, 2024.

See Independent Auditor’s Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

12. RISK MANAGEMENT

The City of Berkeley Lake is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City has joined together with other municipalities in the state as part of the Georgia Interlocal Risk Management Agency (GIRMA) for property and liability insurance and the Workers' Compensation Self-Insurance Fund (WCSIF), public entity risk pools currently operating as common risk management and insurance programs for member local governments. The Georgia Municipal Association (GMA) administers both risk pools.

As part of these risks pools, the City is obligated to pay all contributions and assessments as prescribed by the pools, to cooperate with the pools' agents and attorneys, to follow loss reduction procedures established by the funds, and to report as promptly as possible, and in accordance with any coverage descriptions issued, all incidents which could result in the funds being required to pay any claim of loss. The City is also to allow the pools' agent and attorneys to represent the City in investigation, settlement discussions and all levels of litigation arising out of any claim made against the City within the scope of loss protection furnished by the funds.

The funds are to defend and protect the members of the funds against liability or loss as prescribed in the member governments' contracts and in accordance with the workers' compensation laws of Georgia. The funds are to pay all cost taxed against members in any legal proceeding defended by the members, all interest accruing after entry of judgment, and all expenses incurred for investigation, negotiation or defense.

Coverages are as follows:

COVERAGE DESCRIPTION – PROPERTY:

Buildings and Contents (Blanket)	\$ 1,474,190
Automobile Physical Damage	Per Application on file with GIRMA

COVERAGE DESCRIPTION – CASUALTY:

Comprehensive General Liability	\$ 2,000,000
Automobile Liability	\$ 2,000,000
Errors and Omissions (Public Officials) Liability	\$ 2,000,000
Employees Benefits Liability	\$ 2,000,000

COVERAGE DESCRIPTION – CRIME

Blanket Bond	\$ 500,000
Computer	\$ 500,000
Depositors Forgery	\$ 500,000
Money and Securities – Loss Inside and Outside the Premises	\$ 500,000

DEDUCTIBLE:

Most coverages are subject to a per occurrence deductible of	\$ 1,000
Cyber coverages are subject to a per occurrence deductible of	\$ 10,000

COVERAGE EXCEPTIONS: None

(See Independent Auditor's Report)

CITY OF BERKELEY LAKE, GEORGIA
NOTES TO FINANCIAL STATEMENTS – (Continued)

13. OTHER REQUIRED INDIVIDUAL FUND DISCLOSURES

Generally accepted accounting principles require disclosures, as a part of the combined statements - overview, of certain information concerning individual funds including-

- A. Deficit fund balances or retained earnings balances of individual funds – As of December 31, 2024, no fund of the City had a deficit fund balance.
- B. Excess of revenues and expenditures over budget - The City had no funds that had departments that incurred expenditures that materially exceeded the corresponding appropriations. Materiality is defined as if over 5 percent and greater than \$5,000.

(See Independent Auditor's Report)

CITY OF BERKELEY CITY, GEORGIA
2014 SPECIAL PURPOSE LOCAL OPTION SALES TAX FUND
SCHEDULE OF PROJECTS FINANCED WITH SPECIAL
PURPOSE LOCAL OPTION SALES TAX - PROJECT LENGTH BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

PROJECT -	Estimated Cost		Expenditures		Total to Date
	Original	Current	Prior Years	Current Year	
	Capital outlay -				
Administrative Facilities	\$ 170,625	\$ 170,625	\$ 42,169	\$ 5,350	\$ 47,519
Streets, Roads & Bridges	<u>863,463</u>	<u>863,463</u>	<u>1,104,131</u>	<u>-</u>	<u>1,104,131</u>
Total	<u>\$ 1,034,088</u>	<u>\$ 1,034,088</u>	<u>\$ 1,146,300</u>	<u>\$ 5,350</u>	<u>\$ 1,151,650</u>

CITY OF BERKELEY CITY, GEORGIA
2017 SPECIAL PURPOSE LOCAL OPTION SALES TAX FUND
SCHEDULE OF PROJECTS FINANCED WITH SPECIAL
PURPOSE LOCAL OPTION SALES TAX - PROJECT LENGTH BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

PROJECT -	Estimated Cost		Expenditures		Total to Date
	Original	Current	Prior Years	Current Year	
	Capital outlay -				
Administrative Facilities	\$ 259,710	\$ 259,710	\$ 1,000	\$ -	\$ 1,000
Public Safety Facilities and Equipment	64,927	64,927	8,037	-	8,037
Streets, Roads & Bridges and Related Equipment	<u>1,530,432</u>	<u>1,530,432</u>	<u>1,083,928</u>	<u>730,270</u>	<u>1,814,198</u>
Total	<u>\$ 1,855,069</u>	<u>\$ 1,855,069</u>	<u>\$ 1,092,965</u>	<u>\$ 730,270</u>	<u>\$ 1,823,235</u>

CITY OF BERKELEY CITY, GEORGIA
2023 SPECIAL PURPOSE LOCAL OPTION SALES TAX FUND
SCHEDULE OF PROJECTS FINANCED WITH SPECIAL
PURPOSE LOCAL OPTION SALES TAX - PROJECT LENGTH BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

PROJECT -	Estimated Cost		Expenditures		Total to Date
	Original	Current	Prior Years	Current Year	
	Capital outlay -				
Administrative Facilities	\$ 70,371	\$ 70,371	\$ -	\$ -	\$ -
Public Safety Facilities and Equipment	168,889	168,889	-	-	-
Recreational Facilities and Equipment	70,371	70,371	-	-	-
Streets, Roads & Bridges and Related Equipment	<u>2,505,193</u>	<u>2,505,193</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 2,814,824</u>	<u>\$ 2,814,824</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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CITY OF BERKELEY LAKE, GEORGIA

REQUIRED REPORTS
IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS
FOR THE YEAR ENDED DECEMBER 31, 2024

JAMES L. WHITAKER, P.C.

CERTIFIED PUBLIC ACCOUNTANT

SNELLVILLE, GEORGIA 30078

CITY OF BERKELEY LAKE, GEORGIA
REQUIRED REPORTS IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS
FOR THE YEAR ENDED DECEMBER 31, 2024

TABLE OF CONTENTS

	<u>PAGE</u>
Report on Internal Control over Financial Reporting and on Compliance and Other Matters	1-2
Report on Schedule of Projects Financed With Special Purpose Local Option Sales Tax	3
Schedule of Projects Financed With 2014 Special Purpose Local Option Sales Tax	4
Schedule of Projects Financed With 2017 Special Purpose Local Option Sales Tax	5
Schedule of Projects Financed With 2023 Special Purpose Local Option Sales Tax	6

JAMES L. WHITAKER, P.C.

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Member of
The American Institute of
Certified Public Accountants

Member of
Georgia Society of
Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT
ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Honorable Mayor and Members of City Council
City of Berkeley Lake, Georgia

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States the financial statements of the governmental activities and each major fund of City of Berkeley Lake, Georgia, as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the City of Berkeley Lake's basic financial statements and have issued our report thereon dated June 26, 2025.

Internal Control over Financial Reporting

In planning and performing our audit, we considered City of Berkeley Lake, Georgia's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Berkeley Lake's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Berkeley Lake, Georgia's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency or a combination of deficiencies in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we considered to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether City of Berkeley Lake, Georgia's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

James A. Whitaker, P. C.

Snellville, Georgia
June 26, 2025

JAMES L. WHITAKER, P.C.

Certified Public Accountant
2295 Henry Clower Blvd., Suite 205
Snellville, Georgia 30078
Telephone: 678-205-4438
Fax: 678-205-4449

Member of
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Member of
Georgia Society of
Certified Public Accountants

**INDEPENDENT AUDITOR'S REPORT ON SCHEDULE OF PROJECTS
FINANCED WITH SPECIAL PURPOSE LOCAL OPTION SALES TAX**

Honorable Mayor and Members of City Council
City of Berkeley Lake, Georgia

We have audited the accompanying Schedules of Projects Financed With Special Purpose Local Option Sales Tax for the City of Berkeley Lake, Georgia for the year ended December 31, 2024. These Schedule are the responsibility of the City of Berkeley Lake's management. Our responsibility is to express an opinion on the Schedules of Projects Financed With Special Purpose Local Option Sales Tax based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the Schedules of Projects Financed With Special Purpose Local Option Sales Tax are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the Schedule of Projects Financed With Special Purpose Local Option Sales Tax. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall presentation of the Schedules of Projects Financed With Special Purpose Local Option Sales Tax. We believe that our audit provides a reasonable basis for our opinion.

The accompanying Schedules of Projects Financed With Special Purpose Local Option Sales Tax are prepared for the purpose of complying with the Official Code of Georgia Annotated, 48-8-121 on the modified accrual basis of accounting and is not intended to be a complete presentation of City of Berkeley Lake's revenues and expenditures.

In our opinion, the Schedules of Projects Financed With Special Purpose Local Option Sales Tax referred to above presents fairly, in all material respects, the original estimated cost, and the current and prior year expenditures for each project in City of Berkeley Lake's resolutions or ordinances calling for the tax for the year ended December 31, 2024, in conformity with accounting principles generally accepted in the United States of America.

James L. Whitaker, P.C.

Snellville, Georgia
June 26, 2025

CITY OF BERKELEY CITY, GEORGIA
2014 SPECIAL PURPOSE LOCAL OPTION SALES TAX FUND
SCHEDULE OF PROJECTS FINANCED WITH SPECIAL
PURPOSE LOCAL OPTION SALES TAX - PROJECT LENGTH BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

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Total	<u>\$ 1,034,088</u>	<u>\$ 1,034,088</u>	<u>\$ 1,146,300</u>	<u>\$ 5,350</u>	<u>\$ 1,151,650</u>

CITY OF BERKELEY CITY, GEORGIA
2017 SPECIAL PURPOSE LOCAL OPTION SALES TAX FUND
SCHEDULE OF PROJECTS FINANCED WITH SPECIAL
PURPOSE LOCAL OPTION SALES TAX - PROJECT LENGTH BUDGET AND ACTUAL
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CITY OF BERKELEY CITY, GEORGIA
2023 SPECIAL PURPOSE LOCAL OPTION SALES TAX FUND
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Recreational Facilities and Equipment	70,371	70,371	-	-	-
Streets, Roads & Bridges and Related Equipment	<u>2,505,193</u>	<u>2,505,193</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 2,814,824</u>	<u>\$ 2,814,824</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

ORDINANCE NO. 25-258

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BERKELEY LAKE TO AMEND CHAPTER 78, "ZONING," SECTION 78-111, WALLS AND FENCES; TO PROVIDE FOR SEVERABILITY; TO PROVIDE FOR THE REPEAL OF CONFLICTING ORDINANCES; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

SECTION 1:

IT IS HEREBY ORDAINED, by the governing authority of the City of Berkeley Lake that Chapter 78 of the Code of Ordinances, entitled "Zoning" shall be amended as follows:

Sec. 78-111. – Walls and fences.

The setback requirements of this chapter shall not prohibit any necessary retaining wall nor prohibit any wall or fence subject to the following requirements:

- (1) In a residential district, no wall or fences shall exceed ~~six~~six-eight feet in height within a side or rear yard, or four feet within a front yard and no chain-link fence is permitted in a front yard.
- (2) In a nonresidential district, fencing shall be allowed in the side and rear yard provided it does not exceed eight feet in height. Fencing not exceeding eight feet in height shall be allowed in the front yard in industrial zoning districts subject to the following:
 - a. All front yard fences shall be set back a minimum of five feet from the property lines and planted with a landscape strip consisting of one tree and eight shrubs for each 50 linear feet of strip length. The remaining ground area shall be sodded, seeded or hydroseeded with grass and/or planted with groundcover species and/or provided with other landscaping material, or any combination thereof.
 - b. Chain-link fencing is prohibited in front yard.
- (3) Barbed wire is only permitted on top of fences in the rear yard in nonresidential industrial districts, a minimum of six feet above the natural grade.
- (4) Walls and fences must be constructed of bricks, masonry, stone, metal, wood, rigid plastic, composite or fiberglass, or other weather and decay-resistant materials designed for permanent outdoor use. Wood fences must be constructed of cedar, redwood, pressure-treated pine or other decay-resistant wood. Fences must not be constructed from razor wire, filter fabric, plastic sheeting, plywood, or materials originally intended for other purposes.
- (5) Fences must be installed so that posts and lateral supports are not on the side of the fence facing ~~on~~an adjacent property or public right-of-way, unless exposed on both

sides. Concrete block shall have decorative treatment applied to any side facing adjacent property or public right-of-way.

(6) Temporary fences constructed of light-duty wire or plastic mesh are permitted in residential districts for residential garden uses. ~~only for a period not to exceed six months.~~

(7) The provisions of this section shall not apply to barriers erected for erosion control, tree protection, safety or security during construction or land disturbance activities.

SECTION 2:

Should any article, section, subsection, paragraph, clause, phrase or provision of this ordinance be adjudged invalid or held unconstitutional, such decision shall not affect or invalidate the remaining portions of this ordinance.

SECTION 3:

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 4:

This ordinance shall be effective upon its adoption.

Passed and adopted by the Mayor and Council on this _____ day of _____, 2025.

LOIS D. SALTER
Mayor

ATTEST:

LEIGH THREADGILL
City Clerk

P&Z Consideration: June 10, 2025

1st Reading: June 19, 2025

2nd Reading/Adoption: July 17, 2025

**RESOLUTION
CALL FOR 2025 MUNICIPAL GENERAL and SPECIAL ELECTION
APPOINTMENT OF ABSENTEE BALLOT CLERK AND FOR OTHER PURPOSES**

The Council of the City of Berkeley Lake hereby resolves:

WHEREAS, under the Charter of the City of Berkeley Lake, the Georgia Election Code O.C.G.A. § 21-2-1 et seq., and the Constitution of the State of Georgia of 1983, Art. 9, Sec. 5, Para. 1, the City of Berkeley Lake shall call a general municipal election to fill the expired terms of its elected members; and

WHEREAS, the terms of office for Council members Rodney Hammond, Scott Lee and Chip McDaniel expire on December 31, 2025, and their successors are required to be elected in the municipal general election scheduled for November 4, 2025; and

WHEREAS, pursuant to the Georgia Election Code O.C.G.A. § 21-5-540 the City of Berkeley Lake shall call a special election to fill the unexpired term of Bob Smith; and

WHEREAS, the Georgia Municipal Election Code requires that the Mayor and Council appoint an Election Superintendent and Absentee Ballot Clerk as well as establish poll official compensation prior to the election; and

WHEREAS, the Election Superintendent shall take such action as is necessary to properly call the municipal election scheduled for November 4, 2025, including, but not limited to, properly publishing a public notice to notify the public of said election. The Election Superintendent shall take such other actions as necessary and appropriate to make certain that the election is conducted in accordance with, and in conformity with, the laws of the State of Georgia, the Berkeley Lake City Charter and Berkeley Lake Ordinances.

NOW, THEREFORE, IT IS HEREBY RESOLVED that City Administrator Leigh Threadgill, having been appointed to the position of election superintendent in January 2025, is hereby appointed absentee ballot clerk; and

IT IS FURTHER RESOLVED that the election shall be held on Tuesday, November 4, 2025, between the hours of 7:00 a.m. and 7:00 p.m. at Berkeley Lake City Hall, 4040 South Berkeley Lake Road, Berkeley Lake, Georgia; and

IT IS FURTHER RESOLVED that all persons desiring to run for the office shall qualify in City Hall located at 4040 South Berkeley Lake Road, Berkeley Lake, Georgia, from Monday August 18, 2025, to Wednesday August 20, 2025, between the hours of 9:00 a.m. and 4:00 p.m. Those who desire to run for City Council shall pay a qualifying fee of \$27.00. All qualifying fees shall be paid at the time of qualifying; and

IT IS FURTHER RESOLVED that the voting polls shall be open for advance in person voting at Berkeley Lake City Hall, 4040 South Berkeley Lake Road, Berkeley Lake, Georgia, during

the dates of October 14-18, October 20-25 and October 27- 31 from 9:00 a.m. to 5:00 p.m.; and

IT IS FURTHER RESOLVED that compensation be authorized for poll officials as follows: Training - \$20; Advance in Person Voting: \$13.00 per hour; Election Day: Poll Manager \$250.00; Assistant Poll Manager \$200.

IT IS FURTHER RESOLVED that a run-off election, if necessary, shall be held December 2, 2025; and

IT IS FURTHER RESOLVED that registration of an elector to vote in the November 4, 2025, municipal election shall close on October 6, 2025, pursuant to O.C.G.A. § 21-2-224.

THIS, 17th day of July 2025.

Lois Salter, Mayor

ATTEST:

Leigh Threadgill, City Clerk

RESOLUTION OF THE CITY OF BERKELEY LAKE, GEORGIA (the “CITY”) AUTHORIZING PARTICIPATION IN AN AMICUS BRIEF IN THE CHANG V. CITY OF MILTON APPEAL PENDING BEFORE THE GEORGIA SUPREME COURT

WHEREAS, the Chang v. Milton litigation involves a claim of liability against the City of Milton, Georgia, for personal injuries due to a 2016 vehicle collision with a fixed obstruction (a masonry planter) located on City-owned right of way where the obstruction was outside the motoring lanes of travel;

WHEREAS, the masonry planter had been at the same location since 1992 and had never been the subject of a complaint or prior accident;

WHEREAS, at the trial court, the City of Milton was found to be partially at fault and a jury awarded money damages against the City of Milton of \$35,000,000;

WHEREAS, on September 16, 2024, the Court of Appeals affirmed the findings of the trial court, City of Milton v. Chang, et. al., 373 Ga. App. 667 (2024) (Court of Appeals ruling);

WHEREAS, on June 24, 2025, the Supreme Court of Georgia granted certiorari, Supreme Court docket number S25G0476;

WHEREAS, the Georgia Supreme Court identified three issues upon which it wanted the Parties to focus in their appellate briefing:

1. Is the design and placement of objects on a shoulder of a roadway part of the ministerial duty of a municipality to keep its “streets and sidewalks in a reasonably safe condition” or is it a governmental function? Compare Mayor, Etc., of Dalton v. Wilson, 118 Ga. 100 (44 SE 830) (1903) with Town of Fort Oglethorpe v. Phillips, 224 Ga. 834 (165 SE2d 141) (1968). See generally OCGA § 36-33-1.
2. Is the placement of a planter on the shoulder of a roadway a “defect[] in the public roads of [the municipality’s] municipal street system”? See OCGA § 32-4-93 (a).
3. For municipal immunity to be waived under the circumstances of this case, must the plaintiff show that the municipality violated its ministerial duty to keep its “streets and sidewalks in a reasonably safe condition” and that the planter on the shoulder of the roadway is a “defect[] in the public roads of [the municipality’s] municipal street system”? Please address the interplay between OCGA § 36-33-1 and OCGA § 32-4-93 (a).

WHEREAS, the CITY believes that answers to the above legal questions are of significant value to its citizens and residents;

WHEREAS, the CITY believes that Supreme Court guidance on such questions may lead to the Court of Appeals ruling being overturned

WHEREAS, the CITY believes the Court of Appeals ruling is inconsistent with existing legal precedent; and,

WHEREAS, the CITY believes that it is in the best interests of the health, welfare, and safety of its citizens that the Court of Appeals ruling be reversed and that the questions presented by the Supreme Court be answered in a way that benefits Georgia's cities.

NOW THEREFORE BE IT RESOLVED, that the CITY does hereby authorize participation in an amicus brief before the Georgia Supreme Court asking that the Court of Appeals ruling be reversed and that the Supreme Court's three proffered questions be answered in a way that is legally advantageous to Georgia's cities. An amicus brief so tendered may include the City's name as a participating party.

This _____, day of _____, 2025.

Mayor

[SEAL]

CHANGE ORDER NO.: 1

Owner:	City of Berkeley Lake	Owner's Project No.:	
Engineer:	Keck and Wood	Engineer's Project No.:	241290
Contractor:	Garrett Paving Company, Inc.	Contractor's Project No.:	
Project:	2025 LMIG Paving Project		
Contract Name:	2025 LMIG Paving Project		
Date Issued:	6/26/25	Effective Date of Change Order:	6/26/25

The Contract is modified as follows upon execution of this Change Order:

Description:

Asphalt/concrete repair around manholes at the following locations: 3647 Frederica, 17 Lakeshore Dr, 4685 Berkeley Walk Pt. Asphalt repair on Ridge Rd. Concrete curb repair near 3772 Frederica Lane.

Attachments:

Change order proposal from Garrett Paving.

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ <u>331,092.99</u>	Original Contract Times: Substantial Completion: <u>45</u> Ready for final payment: <u>60</u>
Contract Price prior to this Change Order: \$ <u>331,092.99</u>	Contract Times prior to this Change Order: Substantial Completion: <u>45</u> Ready for final payment: <u>60</u>
Increase this Change Order: \$ <u>8,335.00</u>	Increase this Change Order: Substantial Completion: <u>5</u> Ready for final payment: <u>5</u>
Contract Price incorporating this Change Order: \$ <u>339,427.99</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>50</u> Ready for final payment: <u>65</u>

Recommended by Engineer (if required)	Accepted by Contractor
By: <u><i>Shawn Hutton</i></u>	_____
Title: <u>Project Manager</u>	_____
Date: <u>6/26/25</u>	_____
Authorized by Owner	
By: <u><i>John D. Walter</i></u>	
Title: <u>Mayor</u>	
Date: <u>7-2-25</u>	

Proposal Agreement
GARRETT
PAVING COMPANY

1195 Winterville Road, Athens, GA 30605

www.garrettpavingcompany.com
706-546-7643 Fax: 706-546-7902

Proposal Submitted To: City of Berkeley Lake

Date: 6/25/2025

Job: Change order #1

Here you will find a detailed outline of work to be performed by Garrett Paving Company, Inc. All equipment, materials, and labor to successfully complete our work have been included in the cost. All work shall be completed expeditiously and professionally.

- 3647 Frederica – remove existing asphalt and concrete around manhole. Adjust manhole frame and cover to grade. Repour concrete.
Total Cost: \$2,985.00
- 17 Lakeshore Drive – Remove failed asphalt and haul off site. Install and compact 9.5mm hot mix asphalt.
Total Cost: \$1,550.00
- Ridge Road – Remove failed asphalt and haul off site. Install and compact 9.5mm hot mix asphalt.
Total Cost: \$1,550.00
- 4685 Berkeley Walk Pt – Sawcut and remove asphalt around manhole. Install and compact 9.5mm hot mix asphalt.
Total Cost: \$1,250.00
- 3772 Frederica Road – Remove approximately 5' of rollback curbing and replace with new concrete rollback curbing.
Total Cost: \$1,000.00

This work is priced assuming that it would be completed during the normal work week and during normal business hours. This proposal is valid until 10/31/2025 if signed and returned within 30 days of receipt. Any soft spots discovered during excavation could require additional work/fees to repair and would be discussed with the owner prior to any changes.

Authorized Signature: Jeremy Nation

Acceptance of Proposal

The above price, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be due upon completion of job.

* If accepted, please sign and return a copy.

Signature _____
Date of Acceptance _____

Mayor and City Council

July, 2025

Suggestions for changes to City Code, Section 14-74 Trees

Section 42-74 Trees

a. Remove “a registered forester” retain “certified arborist”

b. Tree stumps

Snags (the trunk of a tree that no longer has its canopy) will be allowed to provide habitat for woodpeckers and other cavity nesters.

c. Tree debris

Felled trees or removed limbs can be placed in a way that benefits the landscaping plan and prevents erosion. The decaying wood will provide habitat for beetles, salamanders, lizards and other wildlife. As the wood decays, it will provide nutrients for plants and make topsoil for a healthy habitat.

I would like to address the council to explain why these changes are necessary.

Susan Hanson

Sec. 14-74. - Trees.

- (a) *Hazardous trees.* Dead, dying, damaged or diseased trees, which are hazardous to persons on adjacent property or to adjacent property, shall not be allowed to exist or to be maintained on any premises. A finding by a registered forester or certified arborist shall constitute prima facie evidence that a tree is in danger of falling upon adjacent lots or public streets due to the death or impending death of the tree, or due to damage by weather conditions or due to disease infestation.
- (b) *Tree stumps.* Tree stumps greater than 12 inches in height above ground level shall not be permitted or maintained on any premises for more than 30 days after the tree has been cut. Exceptions are as follows:
 - (1) Property covered by a valid land disturbing permit; and
 - (2) Property one acre or greater in size.
- (c) *Tree debris.* Felled trees, slash, removed tree limbs, or other portions of any tree shall not be permitted or maintained on the ground on any premises for more than 30 days. Exceptions are as follows:
 - (1) Property covered by a valid land disturbing permit;
 - (2) Cut wood which is neatly stacked in lengths not to exceed three feet; and
 - (3) Property one acre or greater in size.

(Code 2004, § 23-1-10)