



AGENDA
COUNCIL MEETING
4040 S. BERKELEY LAKE RD.
BERKELEY LAKE, GEORGIA 30096
SEPTEMBER 17, 2026

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

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

WORK SESSION

CALL TO ORDER

AGENDA

PUBLIC HEARING

CONSENT AGENDA

- a) Minutes of August 13, 2026, Council Meeting
- b) Minutes of August 13, 2026, Council Work Session
- c) Financial Statements of July 2026 – Unaudited

OLD BUSINESS

NEW BUSINESS

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.



**SPECIAL CALLED COUNCIL MEETING
4040 SOUTH BERKELEY LAKE ROAD
BERKELEY LAKE, GEORGIA 30096
DRAFT MINUTES
AUGUST 13, 2026**

ATTENDANCE

Mayor: Lois Salter

Council Members: Skip Dahlstrom, Bill Lacy, Bill Lyons, Chip McDaniel and Rebecca Spitler

City Officials: Leigh Threadgill - City Administrator, Michela Monteiro- Special Projects Coordinator, Thomas Mitchell – City Attorney

Members of the Public: 4

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 noted that the 2026 Stormwater Project bid open occurred on Tuesday of this week and the City Engineer has prepared a bid recommendation letter to be added to tonight's agenda as item b under new business. She solicited a motion regarding the amended agenda.

Lacy made a motion to accept the agenda as amended. Spitler 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 July 16, 2026, Council Meeting
- b) Minutes of July 16, 2026, Council Work Session
- c) Financial Statements of June 2026 – Unaudited

McDaniel made a motion to approve all items on the consent agenda as amended, accept to remove McDaniel from 7/16 minutes as he was not present. Lyons seconded the motion. All were in favor and the motion passed.

OLD BUSINESS

Salter noted that there was no old business.

NEW BUSINESS

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

Threadgill: Before you is a recommended millage rate of 1.179 mills for the year 2026. This recommended rate is equal to the rollback rate. As an example, for a home with a fair market value of \$825,000 in 2025, the city property tax was \$394.02. For a home of the same value in 2026, the tax will be \$389.07, which represents a 4.95% reduction in taxes year to year. The Citizen Finance Committee unanimously supports the recommended rate.

Dahlstrom made a motion to adopt R-26-04, a resolution to levy an ad valorem tax for the calendar year 2026 at the rate of 1.179 mills on all property subject to taxation in the City of Berkeley Lake. McDaniel seconded the motion. All remaining council members were in favor and the motion passed.

- b) 2026 Stormwater Project: Engineer's Recommendation of Contract Award

Threadgill: This 2026 Stormwater Project consists primarily of repairs to stormwater infrastructure in Berkeley Walk and Berkeley Commons, pursuant to last year's MS4 inspections, as well as other locations identified by staff or through citizen complaint that require work. The project was put out to bid in accordance with state law. Bids were open on August 11, 2026. The City Engineer recommends awarding the bid to CaJenn Construction & Rehab Services, Inc. in the amount of \$416,517.00. He further recommends approval of a contingency in the amount of 10% of the project cost for a total of \$458,169.00. The project is 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.

Spitler made a motion to authorize the Mayor to enter into a contract for the 2026 Stormwater Project with CaJenn Construction & Rehab Services, Inc. in the amount of \$416,517.00 subject to approval as to form by the City Attorney and to further authorize a contingency in the amount of \$41,652.00. Lyons seconded the motion. All council members were in favor and the motion passed.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

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

Salter adjourned the meeting at 8:07 PM.

Submitted by:

Leigh Threadgill, City Clerk



**COUNCIL WORK SESSION
4040 SOUTH BERKELEY LAKE ROAD
BERKELEY LAKE, GEORGIA 30096
DRAFT MINUTES
AUGUST 13, 2026**

ATTENDANCE

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Council Members: Skip Dahlstrom, Bill Lacy, Bill Lyons, Chip McDaniel and Rebecca Spitler

City Officials: Leigh Threadgill - City Administrator, Thomas Mitchell - City Attorney, Michela Monteiro-Special Projects Coordinator

Members of the Public: 3

Members of the Press: 0

WORK SESSION

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

Threadgill conducted a review session related to the 2026 Unified Development Ordinance project.

The work session was adjourned.

Submitted by:

Leigh Threadgill, City Clerk

City of Berkeley Lake

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

January - July, 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
100 100 General	556,624.21	1,587,856.00	-1,031,231.79	35.06 %
320 320 SPLOST Income	331,483.57	2,125,743.00	-1,794,259.43	15.59 %
Total Income	\$888,107.78	\$3,713,599.00	\$ -2,825,491.22	23.92 %
GROSS PROFIT	\$888,107.78	\$3,713,599.00	\$ -2,825,491.22	23.92 %
Expenses				
1 Gen Govt	279,302.23	607,035.00	-327,732.77	46.01 %
2 Judicial	2,842.50	9,449.00	-6,606.50	30.08 %
3 Public Safety	85,391.45	175,421.00	-90,029.55	48.68 %
4 Public Works	115,005.42	547,645.00	-432,639.58	21.00 %
6 Culture and Recreation	8,387.75	23,915.00	-15,527.25	35.07 %
7 Housing and Development	76,859.54	224,390.00	-147,530.46	34.25 %
SPLOST Expenses	108,983.65	2,125,743.00	-2,016,759.35	5.13 %
Total Expenses	\$676,772.54	\$3,713,598.00	\$ -3,036,825.46	18.22 %
NET OPERATING INCOME	\$211,335.24	\$1.00	\$211,334.24	21,133,524.00 %
NET INCOME	\$211,335.24	\$1.00	\$211,334.24	21,133,524.00 %

City of Berkeley Lake

Income & Expense

July 2026

	TOTAL
Income	
100 100 General	42,117.63
320 320 SPLOST Income	50,356.06
Total Income	\$92,473.69
GROSS PROFIT	\$92,473.69
Expenses	
1 Gen Govt	35,639.46
2 Judicial	789.50
3 Public Safety	13,822.81
4 Public Works	14,199.82
6 Culture and Recreation	679.07
7 Housing and Development	18,834.22
SPLOST Expenses	2,405.85
Total Expenses	\$86,370.73
NET OPERATING INCOME	\$6,102.96
NET INCOME	\$6,102.96

City of Berkeley Lake

Balance Sheet

As of September 10, 2026

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Debt Service Fund	0.00
General Fund	5,250,759.66
SPLOST Fund	1,589,288.80
Suspense 1.11.1000	0.00
Total Bank Accounts	\$6,840,048.46
Accounts Receivable	
Accounts Rec 1.11.1900.1	-1,613.32
Total Accounts Receivable	\$ -1,613.32
Other Current Assets	
1.11.27 Grant Receivable	0.00
Accounts Rec - SPLOST 1.11.2000	0.00
AccountsRec-OtherTax1.11.1900.2	0.00
Franchise Tax Rec 1.11.1550	96,000.00
Interest Receivable 1.11.1400	0.00
Prepaid Expense 1.11.3600	-76.04
Prepaid items 1.11.3800	4,726.00
QuickBooks Tax Holding Account	2,007.37
Taxes Receivable 1.11.1600	412,158.97
Undeposited Funds 1.11.1114	2,711.69
Total Other Current Assets	\$517,527.99
Total Current Assets	\$7,355,963.13
Fixed Assets	
8.11.7600 Construction in Progress	237,612.00
Building & Improvements 1.11.7400	1,643,589.08
Computer Equipment 1.11.6700	48,172.61
Furniture & Fixtures 8.11.7700	71,493.47
Land 8.11.7100	9,183,321.74
Machinery & Equipment 1.11.6500	173,026.24
Total Fixed Assets	\$11,357,215.14
Other Assets	
Accum amort - bond cost	0.00
Amt avail 4 debt svc 9.11.9100	0.00
Bond issuance cost	0.00
Loan Receivable - Facilities	0.00
Loan Receivable - Paving	0.00
To be prov 4 debt 1.11.7500	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$18,713,178.27

City of Berkeley Lake

Balance Sheet

As of September 10, 2026

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable 1.12.1100	2,404.70
Operating AP	0.00
SPL2005 Admin Facil- City H-AP*	0.00
SPLOST account - Suntrust-AP*	0.00
Total Accounts Payable	\$2,404.70
Credit Cards	
Anderson Credit Card (8186)	0.00
BOZEMAN, MARTY (0241)	0.00
Hiller Credit Card (8402)	38.00
Hunter Credit Card (0891)	0.00
Threadgill Credit Card (3322)	764.94
Wilhite Credit Card (1132)	0.00
Total Credit Cards	\$802.94
Other Current Liabilities	
*Sales Tax Payable	0.00
1.12.1600 SBITA - Contracts Payable	9,297.00
1.12.28 Bonds payable - current	0.00
Accounts Payable Accruals-L*	0.00
Accounts payable-L 1.12.1100.2	0.00
Accrued Expenses 1.12.1150	0.00
Accrued Interest Payable	0.00
Accrued Salaries 1.12.1200	0.00
Accrued SPLOST Expenses 2.12.1250	0.00
Deferred revenue 1.12.2500	543.93
Direct Deposit Payable	-0.01
MyGov	-55.00
Payroll Liabilities	66.10
PR Tax Payable - Fed 1.12.1300	0.00
PR Tax Payable - State 1.12.1310	2,007.37
PTO Accrual	20,351.50
Regulatory Fees Payable	10,449.59
Retainage Payable	0.00
Total Other Current Liabilities	\$42,660.48
Total Current Liabilities	\$45,868.12

City of Berkeley Lake

Balance Sheet

As of September 10, 2026

	TOTAL
Long-Term Liabilities	
Gen Oblig Bond Payable1.12.3000	0.00
GOB Payable - 2009 1.12.3000.2	0.00
GOB Payable - 2011 1.12.3000.3	0.00
GOB Payable - 2012 1 12.3000.4	0.00
SPLOST Loan Payable - Paving	0.00
SPLOST Loan Payable Facilities	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$45,868.12
Equity	
Fund Bal Unrsvd 1.13.4220	5,254,753.00
Investmt in fixedassets 1.13.4K	11,118,230.85
Opening Bal Equity	0.00
Reserve for prepaids 1.13.4125	4,726.00
Reserved for Debt Service	0.00
Restricted for Debt Svc 1.13.4105	0.00
Restricted4CapitalProj 1.13.4155	1,555,447.60
Retained Earnings 1.13.3000	188,934.47
Net Income	545,218.23
Total Equity	\$18,667,310.15
TOTAL LIABILITIES AND EQUITY	\$18,713,178.27