



# LAWRENCEVILLE

## GEORGIA

### CITY COUNCIL REGULAR MEETING AGENDA

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Monday, June 22, 2026  
7:00 PM

Council Chambers  
70 S. Clayton St, GA 30046

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#### **Call to Order**

#### **Prayer**

#### **Pledge of Allegiance**

#### **Agenda Additions / Deletions**

#### **Recognitions**

1. Distinguished Budget Presentation Award
2. Citizens Financial Review Committee

#### **Approval of Prior Meeting Minutes**

3. May 27, 2026 - Regular Meeting
4. June 4, 2026 - Special Call, Executive Session
5. June 10, 2026 - Special Call Budget Work Session, Work Session

#### **Announcements**

#### **Public Comment**

To participate in the Public Comment part of the Agenda, you must register with the City Clerk prior to the beginning of the meeting. Presentations will be limited to 2 minutes per person and Council will not respond to the comment.

## **Consent Agenda**

These are items on which the Mayor and Council are in agreement to approve and are placed on the agenda to be approved in one vote.

- [6.](#) Resolution authorizing the revision of ACCG Retirement Services Schedule “B” Fee Schedule and Schedule “F” Authorized Signer Designations for the City’s 401(a) and 457(b) Retirement Plans
- [7.](#) Joint Easement and Use Agreement with Jackson EMC

## **Public Hearing New Business**

Discussion will be limited to 7 minutes per side including rebuttal. Discussions on Zoning issues will be limited to 10 minutes per side including rebuttal. Questions and answers from Council Members will not infringe on the time limit.

- [8.](#) BFR2026-0002; Charles C. Chang; 351 West Pike Street

## **Council Business Old Business**

There is no public comment during this section of the agenda unless formally requested by the Mayor and the Council.

- [9.](#) Insurance Program Transition Recommendation
- [10.](#) Contract with Blue Line Solutions for Automated Speed Enforcement Cameras with Flock Safety in School Zone
- [11.](#) Adoption of Fiscal Year 2027 Budget Resolution

## **Council Business New Business**

There is no public comment during this section of the agenda unless formally requested by the Mayor and the Council.

- [12.](#) Contract Award - Electric Transformer Reconditioning & Repairs on Annual Contract (RP007-26)
- [13.](#) Intergovernmental Agreement with Downtown Development Authority for Central Block Economic Incentives

## **Executive Session – Personnel, Litigation, Real Estate**

## **Final Adjournment**



# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: REGULAR MEETING, JUNE 22, 2026

AGENDA CATEGORY: CONSENT AGENDA

- Item:** Resolution authorizing the revision of ACCG Retirement Services Schedule “B” Fee Schedule and Schedule “F” Authorized Signer Designations for the City’s 401(a) and 457(b) Retirement Plans
- Department:** City Manager, Finance, Human Resources
- Date of Meeting:** Monday, June 22, 2026
- Fiscal Impact:** The revised Schedule “B” establishes updated administrative fees for the City’s ACCG 401(a) and 457(b) retirement plans effective July 1, 2026. The City’s plan is currently in the \$50 million to \$75 million jurisdiction total asset range. Under the revised fee schedule, asset-based fees for that range are 40 basis points on the first \$5,000 of participant account balances, 40 basis points on the next \$5,000, 0 basis points on the next \$15,000, and 0 basis points on balances over \$25,000. The schedule also includes an annual participant fee of \$20.00 per participant, assessed quarterly.
- Presented By:** Keith Lee, Chief Financial Officer
- Action Requested:** Approval of resolution to authorize the City Manager, Mayor, or other appropriate City official to execute the revised ACCG Retirement Services Schedule “B” Fee Schedule and Schedule “F” Authorized Signer Form for the City’s ACCG 401(a) and 457(b) retirement plans, and designate Michael Fischer, Keith Lee, and Annette Crawford as authorized individuals under Schedule “F.”

**Summary:** Staff request approval to execute two updated ACCG Retirement Services documents related to the City’s defined contribution retirement plans. The first document, revised Schedule “B,” establishes updated administrative fee rates for the City’s ACCG 401(a) and 457(b) retirement plans effective July 1, 2026. The second document, Schedule “F,” designates the individuals authorized to provide direction to ACCG for administration of the City’s 401(a) and 457(b) plans.

The proposed authorized individuals for Schedule “F” are Michael Fischer, Assistant City Manager; Keith Lee, Chief Financial Officer; and Annette Crawford, Human Resources Director. The Schedule “F” form states that only one designated individual must provide direction for ACCG to take action on behalf of the plan, and that ACCG may rely on those designations until written notice of termination of authority is provided.

**Background:** The City participates in ACCG Retirement Services defined contribution retirement plans, including 401(a) and 457(b) plans. ACCG notified plan sponsors that it is updating the DC Administrative Services Agreement revised fee schedule, with the new fee schedule effective July 1, 2026. ACCG indicated that Schedule “B” may be changed with at least 120 days’ prior written notice pursuant to the Administrative Services Agreement.

Staff worked with ACCG Retirement Services to evaluate plan costs and align fees with plan costs. The revised Schedule “B” reflects reduced administrative fees for the City’s plan asset range. The City’s plan is currently within the \$50 million to \$75 million jurisdiction total asset range, which results in lower asset-based fees than the prior fee structure described in the correspondence.

ACCG also advised that Schedule “F” should be updated to identify the individuals who may provide direction for the City’s 401(a) and 457(b) plans. ACCG’s correspondence notes that Schedule “F” will override the current authorized signer list, which currently includes Michael Fischer and Church.

The proposed Schedule “F” designates the following individuals:

- Michael Fischer, Assistant City Manager
- Keith Lee, Chief Financial Officer
- Annette Crawford, Human Resources Director

**Fiscal Impact:** The revised Schedule “B” will reduce certain administrative fee rates applicable to the City’s ACCG 401(a) and 457(b) retirement plans based on the City’s current \$50 million to \$75 million total plan asset range. Under the revised schedule, the asset-based fee is limited to the first \$10,000 of participant account balances within that asset tier, and no asset-based fee applies to balances above \$10,000 in that tier. An annual participant fee of \$20.00 per participant will continue to be assessed quarterly.

No additional City expenditure has been identified beyond the fees established in the revised Schedule “B.” Staff has not provided a specific dollar amount for the projected annual fiscal impact; therefore, the total budgetary impact should be confirmed before final approval.

**Attachments/Exhibits:**

- RESOLUTION.docx
- ACCG Retirement Schedule B.pdf
- ACCG Retirement Schedule F.pdf

**RESOLUTION \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE EXECUTION OF THE ASSOCIATION COUNTY COMMISSIONERS OF GEORGIA (ACCG) RETIREMENT SERVICES SCHEDULE “B” FEE SCHEDULE AND SCHEDULE “F” AUTHORIZED SIGNER DESIGNATIONS FOR THE CITY OF LAWRENCEVILLE’S 401(a) AND 457(b) RETIREMENT PLANS; DESIGNATING AUTHORIZED INDIVIDUALS TO PROVIDE DIRECTION TO ACCG RETIREMENT SERVICES; AND FOR OTHER PURPOSES**

**WHEREAS**, the City Council of the City of Lawrenceville is the governing authority of the City of Lawrenceville, Georgia; and

**WHEREAS**, the City participates in the Association County Commissioners of Georgia (“ACCG”) Retirement Services Defined Contribution Program, including the City’s 401(a) and 457(b) retirement plans; and

**WHEREAS**, the City and ACCG Retirement Services last amended their administrative serves agreement on November 12, 2012; and

**WHEREAS**, ACCG Retirement Services has provided a revised Schedule “B” Fee Schedule, effective July 1, 2026, establishing administrative fees applicable to participating jurisdictions based upon total plan assets and participant account balances; and

**WHEREAS**, ACCG Retirement Services has requested participating employers execute the revised Schedule “B” Fee Schedule acknowledging and accepting the updated fee structure; and

**WHEREAS**, ACCG Retirement Services has further requested that participating employers execute Schedule “F” to identify and certify those individuals authorized to provide direction on behalf of the City with respect to administration of the City’s retirement plans; and

**WHEREAS**, the proposed Schedule “F” designates Michael Fischer, Assistant City Manager; Keith Lee, Chief Financial Officer; and Annette Crawford, Human Resources Director, as authorized individuals to provide direction to ACCG Retirement Services regarding the City’s 401(a) and 457(b) retirement plans; and

**WHEREAS**, the City Council finds that execution of the revised Schedule “B” Fee Schedule and Schedule “F” Authorized Signer Designations is in the best interests of the City and its employees participating in the retirement plans.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of Lawrenceville, Georgia, that the revised ACCG Retirement Services Schedule “B” Fee Schedule and Schedule “F” Authorized Signer Designations are hereby approved.

**BE IT FURTHER RESOLVED** that the Mayor, City Manager, Assistant City Manager, Chief Financial Officer, City Clerk, and such other officials as may be necessary are authorized and

directed to execute all documents required to implement this Resolution, including the revised Schedule "B" Fee Schedule and Schedule "F" Authorized Signer Designations.

**BE IT FURTHER RESOLVED** that Michael Fischer, Assistant City Manager; Keith Lee, Chief Financial Officer; and Annette Crawford, Human Resources Director, are hereby designated as authorized individuals under Schedule "F" and may provide direction to ACCG Retirement Services regarding the City's 401(a) and 457(b) retirement plans in accordance with the terms of that Schedule.

**BE IT FURTHER RESOLVED** that this Resolution shall become effective immediately upon its adoption.

**IT IS SO RESOLVED** this 22<sup>nd</sup> day of June, 2026.

\_\_\_\_\_  
David R. Still, Mayor

ATTEST:

\_\_\_\_\_  
Karen Pierce, City Clerk

**SCHEDULE "B"**  
**FEE SCHEDULE**  
(effective 7/1/2026)

**Asset Based Fees**

Asset -Based Fees Based on Jurisdiction’s Total Assets\* (in basis points)

Participant Account Balances**	Jurisdiction Total Assets							
	Less than \$1M	\$1M - \$5M	\$5M - \$10M	\$10M - \$25M	\$25M - \$50M	\$50M - \$75M	\$75M - \$100M	Over \$100M
<b>First \$5,000</b>	200	175	150	115	90	40	25	0
<b>Next \$5,000</b>	175	150	125	90	60	40	25	0
<b>Next \$15,000</b>	25	20	15	10	5	0	0	0
<b>Over \$25,000</b>	0	0	0	0	0	0	0	0

\*Total combined assets of the Plan(s) shall be evaluated at each calendar year end.

\*\*Participant Account Balance is based on the average daily balance during the preceding quarter.

**Other Fees**

Annual Participant Fee:	\$20.00 per Participant assessed quarterly
Errors not caused by ACCG:	To be negotiated as needed
Employer Requested Special projects:	To be negotiated as needed

**ACCG may once each calendar year amend this Schedule "B" upon one hundred and twenty (120) days prior written notice to the Employer.**

We have read and understand the above Schedule "B" and agree to its terms as evidenced by the signatures set forth below.

**EMPLOYER**

Jurisdiction Management Approval

Jurisdiction: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**ASSOCIATION COUNTY  
COMMISSIONERS OF GEORGIA**



By: \_\_\_\_\_

Title: ACCG Executive Director

Date: February 27, 2026

**SCHEDULE "F"**

**JURISDICTION NAME:** City of Lawrenceville

DC Program    401(a) Plan    457(b) Plan    Senior Management 401(a) Plan

Effective July 1, 2026, the Employer hereby designates the persons listed below as the individuals who may provide direction upon which ACCG may take action for the Plan(s). Only one such individual need provide any direction. The signature of each designated individual is also set forth below and certified to be such. The Employer hereby certifies that it has the authority to designate these individuals in accordance with any documents or laws which govern the operation and administration of the Plan(s).

1) Name: Michael Fischer

Title: Assistant City Manager

Email Address: michael.fischer@lawrencevillega.org

Signature: \_\_\_\_\_

2) Name: Keith Lee

Title: Chief Financial Officer

Email Address: keith.lee@lawrencevillega.org

Signature: \_\_\_\_\_

3) Name: Annette Crawford

Title: Human Resources Director

Email Address: annette.crawford@lawrencevillega.org

Signature: \_\_\_\_\_

ACCG may rely upon each designation set forth above until such future date as the Employer delivers written notice of the termination of authority of a designated individual.

**JURISDICTION MANAGEMENT APPROVAL**

By: \_\_\_\_\_

Title: Mayor

Date: \_\_\_\_\_



# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: REGULAR MEETING, JUNE 22, 2026

AGENDA CATEGORY: CONSENT AGENDA

- Item:** Joint Easement and Use Agreement with Jackson EMC
- Department:** Electric
- Date of Meeting:** Monday, June 22, 2026
- Fiscal Impact:** N/A
- Presented By:** Michael Tatum, Electric Director
- Action Requested:** Approval for Joint Easement and Use Agreement at 515 John B Wilson Court (Parcel 5144 193), allowing Jackson EMC and City of Lawrenceville to install needed infrastructure, in order to relocate power poles to provide power to new building and authorize the Mayor to execute the necessary documents upon review and approval of the City Attorney

**Summary:** Approval for Joint Easement and Use Agreement at 515 John B Wilson Court (Parcel 5144 193), allowing Jackson EMC and City of Lawrenceville to install needed infrastructure, in order to relocate power poles to provide power to new building.

**Attachments:**

- 595 Hurricane Shoals JEMC Lville Easement\_R5144168 R51440148\_WO675460.docx

**JACKSON ELECTRIC MEMBERSHIP CORPORATION  
AND CITY OF LAWRENCEVILLE, GEORGIA  
(JOINT EASEMENT AND USE AGREEMENT)**

Easement Number

JOINT RIGHT-OF-WAY  
EASEMENT

FOR OFFICE USE ONLY
W.O # <b>675460</b>
LOCATION # 644174405
Customers Name (Printed) ANCHOR LAWRENCEVILLE MOB OWNER LLC

GEORGIA

Parcel # R5144 193

GWINNETT, COUNTY

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, for a good and valuable consideration, the receipt whereof is hereby acknowledged, do(es) hereby grant unto Jackson Electric Membership Corporation, a corporation (hereinafter called the "Corporation"), whose post office address is Post Office Box 38, Jefferson, Georgia, 30549, and the City of Lawrenceville, Georgia, a municipal corporation (hereinafter called the "City"), whose address is 70 South Clayton Street, Lawrenceville, Georgia 30046 (the Corporation and the City are hereinafter collectively referred to as the "Grantees"), and to their respective successors and assigns, the right to enter upon the lands of the undersigned, situated in the County of Gwinnett, State of Georgia, and more particularly described as follows:

All that certain tract or parcel of land at Parcel # R5144 193, JOHN B WILSON CT situated, lying and being in the G.M.D., County of Gwinnett, State of Georgia, containing 1.0867 acres, more or less, located .001 miles in a NORTH direction from the City of LAWRENCEVILLE, and being bounded now or formerly as follows: On the North By R5144 168 ; on the East by R5144 057 ; on the South by JOHN B WILSON CT ; and on the West by R5144 0418; in the location depicted on Exhibit A attached hereto and made a part hereof for joint use by the Corporation and the City, together with the right to construct, reconstruct, operate and maintain continuously upon and under said lands and adjoining roads, said lines for transmitting electrical current, with poles, wire, transformers, service pedestals, and other necessary apparatus, fixtures and appliances, (exhibit B, if applicable) including the right to attach communication wires on said poles, or under said land with necessary appliances; together with the right at all times to enter upon said premises for the purpose of inspecting said lines, make repairs, renewals, alterations and extensions thereon, thereunder, thereto or therefrom; together with the right to cut and keep clear of said overhead or underground lines, transformers, fixtures and appliances, all trees, shrubbery and other obstructions that may now or hereafter in any way interfere or be likely to interfere with the proper operation of said overhead or underground lines, transformers fixtures and appliances; also the right to ingress and egress over said land to and from said lines. Any timber cut on said lands by or for the Grantees shall remain the property of the owner of said timber. Any additional conditions are set forth on exhibit A. The minimum right-of-way width granted on either side of said lines shall be 15 feet for overhead lines; and 10 feet for underground cables.

The undersigned agrees(s) that all poles, wires and other facilities, including all electrical distribution equipment, installed on the above described premises at the expense of the Corporation or the City shall remain the property of the party that installed such facilities, removable at the option of the installing party at any time without notice to the undersigned.

By acceptance hereof or execution of this easement, the Corporation and the City hereby quitclaim and release any other right, title, and interest in any other utility easement or license that either has in the property described above (including, for the avoidance of doubt, any easement or other interest the Corporation or the City possesses in the property as of the date hereof outside of the easement area depicted on Schedule 1), if any, such that the Corporation and the City shall have no other easement rights in the property except as set forth herein.

Neither the Corporation nor the City shall be liable for, or bound by any statement, agreement or understanding not herein expressed.

The Corporation and the City shall have the right to jointly use the easement area for the installation, operation, maintenance, repair, and replacement of electric poles, wires, transformers, and related equipment. The Grantees agree to coordinate their respective uses of the easement area so as not to unreasonably interfere with each other's operations.

The Corporation and the City may, by mutual written agreement, share electric poles and related equipment installed within the easement area. Either Grantee may attach its wires, cables, transformers, and related equipment to poles owned by the other Grantee, subject to: (a) the prior written consent of the pole owner, which consent shall not be unreasonably withheld, conditioned, or delayed; and (b) compliance with all applicable safety codes, regulations, and industry standards, including the National Electrical Safety Code.

Each Grantee shall be responsible for the installation, maintenance, repair, and replacement of its own facilities and equipment within the easement area. In the event that maintenance, repair, or replacement of shared poles or equipment is required, the Grantees shall cooperate in good faith to allocate the costs thereof in proportion to their respective use of such shared facilities, unless otherwise agreed in writing.

Except in the case of emergencies, prior to the installation of any new poles, wires, or equipment within the easement area, the installing Grantee shall provide reasonable advance written notice to the other Grantee describing the proposed installation. The non-installing Grantee shall have fifteen (15) days from receipt of such notice to request joint use of any new poles to be installed, which request shall not be unreasonably denied.

Each Grantee shall be solely responsible for any and all claims, damages, losses, costs, and expenses (including reasonable attorneys' fees) arising out of or resulting from such Grantee's installation, operation, maintenance, or use of its facilities within the easement area, except to the extent caused by the negligence or willful misconduct of the other Grantee. Nothing in this easement shall be construed as a waiver of any immunity or limitation of liability afforded to either Grantee under applicable law.

The Grantees shall, promptly following the completion of any installation, construction, maintenance, repair, or replacement work within the easement area, restore the surface of the easement area and any adjacent areas disturbed by such work to substantially the same condition as existed immediately prior to the commencement of such work, including the regrading, reseeding, and replanting of any disturbed areas. If the Grantees fail to complete such restoration within sixty (60) days following the completion of any such work (or such longer period as may be reasonably required due to weather or seasonal conditions), the Owner may, upon thirty (30) days' prior written notice to the Grantees, perform such restoration and recover the reasonable costs thereof from the Grantees.

This easement is non-exclusive, and the Owner reserves the right to use the easement area for any purpose that does not unreasonably interfere with the Grantees' installation, operation, maintenance, repair, and replacement of their respective facilities, including, without limitation, the right to construct and maintain landscaping, driveways, parking areas, and other surface improvements within the easement area, provided that such uses do not materially impair the Grantees' access to or use of their facilities.

The Owner shall have the right, at the Owner's sole cost and expense, to relocate the easement area to another location on the Owner's property, provided that: (a) the Owner provides the Grantees with at least ninety (90) days' prior written notice of the proposed relocation; (b) the relocated easement area is of substantially similar size and provides substantially equivalent access and utility to the Grantees; (c) the Owner pays all costs associated with relocating the Grantees' facilities to the new easement area; and (d) the Grantees' consent to such relocation, which consent shall not be unreasonably withheld, conditioned, or delayed. Upon completion of any such relocation, the parties shall execute and record an amendment to this easement reflecting the new location of the easement area, and the original easement area shall be released and quitclaimed to the Owner.

*[remainder of page intentionally left blank]*

IN WITNESS WHEREOF, the undersigned Owner(s) and Grantees have executed this Joint Right-of-Way Easement under seal as of the day and year set forth below.

OWNER:

ANCHOR LAWRENCEVILLE MOB OWNER LLC

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_

Unofficial Witness

\_\_\_\_\_ (SEAL)

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Notary Public

[Notary Seal]

My Commission Expires: \_\_\_\_\_

CORPORATION:

JACKSON ELECTRIC MEMBERSHIP CORPORATION:

By: \_\_\_\_\_ (SEAL)

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

Unofficial Witness

\_\_\_\_\_ (SEAL)

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Notary Public

[Notary Seal]

My Commission Expires: \_\_\_\_\_

*[signatures continue on following page]*

CITY:  
CITY OF LAWRENCEVILLE, GEORGIA:

By: \_\_\_\_\_ (SEAL)

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

City Clerk

[City Seal]

\_\_\_\_\_

Unofficial Witness

\_\_\_\_\_

Notary Public

[Notary Seal]

My Commission Expires: \_\_\_\_\_

*[end of signature pages]*



# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: REGULAR MEETING, JUNE 22, 2026

AGENDA CATEGORY: PUBLIC HEARING NEW BUSINESS

**Item:** BFR2026-0002; Charles C. Chang; 351 West Pike Street

**Department:** Planning and Development

**Date of Meeting:** Monday, June 22, 2026

**Presented By:** Todd Hargrave, Director of Planning and Development

**Applicants Request:** Buffer reduction from 75 feet to 37.5 feet between dissimilar zoning classifications.

**Planning & Development Recommendation:** Approval with Conditions

**Planning Commission Recommendation:** Approval with Staff Recommendations

**Summary:** The applicant requests a Buffer Reduction to allow for the development of a Catering Service (Shared Kitchen). The subject property is an approximately 0.23-acre parcel zoned BG (General Business District), located at the northern right-of-way of West Pike Street (State Route 120), near its intersection with Langley Drive.

**Attachments/Exhibits:**

- BFR2026-0002\_ATTCH\_04172026.pdf
- BFR2026-0002\_ATTCH 2\_05042026.pdf
- BFR2026-0002\_M&C REC CNDS\_05132026.pdf



# LAWRENCEVILLE

## Planning & Development

### BUFFER REDUCTION

**CASE NUMBER(S):** BFR2025-0002

**APPLICANT(S):** CHARLES CHANG

**PROPERTY OWNER(S):** RAJESH KR MITTAL

**LOCATION(S):** 351 WEST PIKE STREET

**PARCEL IDENTIFICATION NUMBER(S):** 5143 026

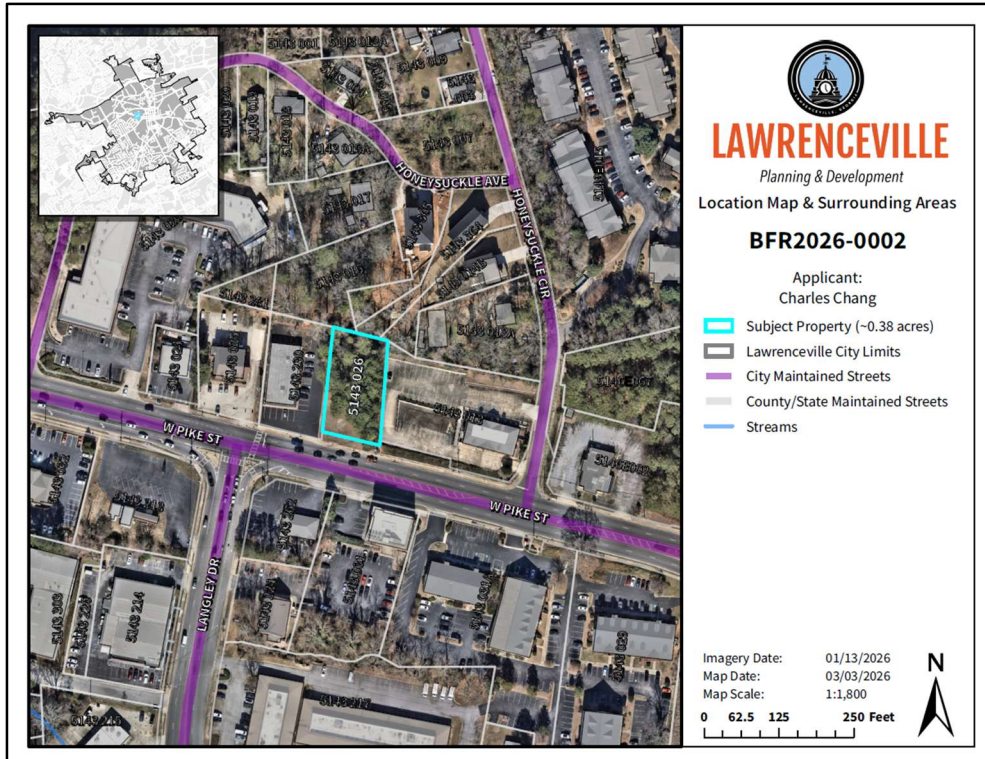
**APPROXIMATE ACREAGE:** 0.23 ACRES

**CURRENT ZONING:** BG (GENERAL BUSINESS DISTRICT)

**PROPOSED DEVELOPMENT:** REDUCTION OF 75' UNDISTURBED BUFFER

**DEPARTMENT RECOMMENDATION:** APPROVAL W/ CONDITIONS

### VICINITY MAP



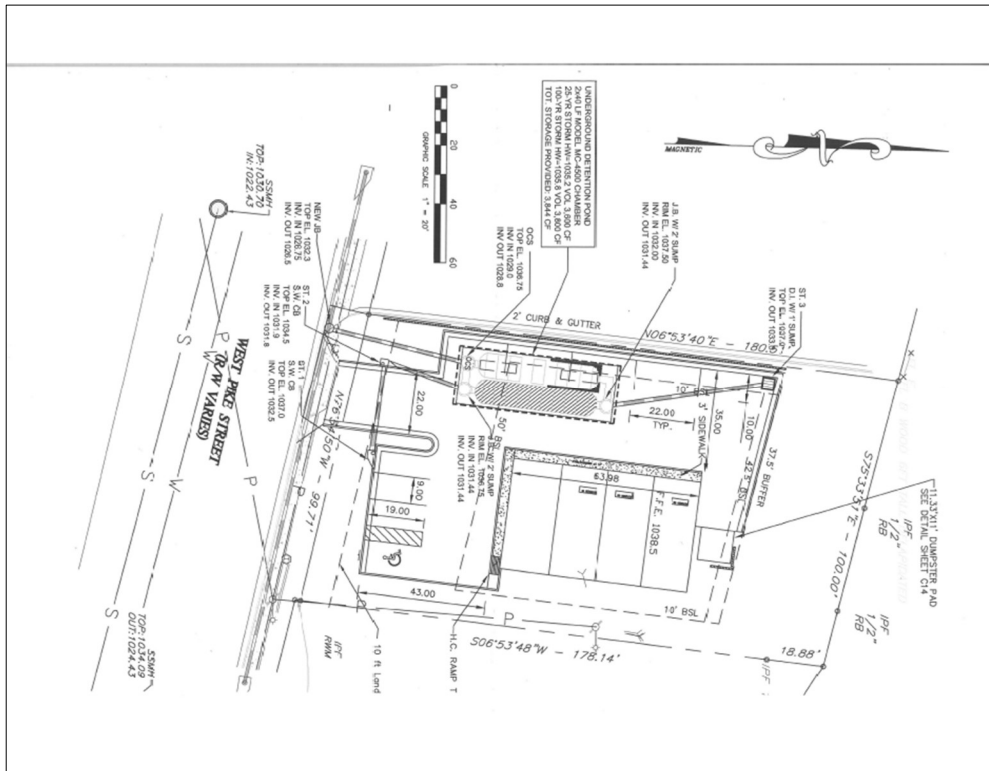
**ZONING HISTORY**

The earliest zoning record on file for the subject property shows the property zoned as its current zoning district, BG (General Business District) in 1960. There are no zoning cases on record for the subject property.

**PROJECT SUMMARY**

The applicant requests a Buffer Reduction to allow for the development of a shared kitchen. The subject property is an approximately 0.23-acre parcel zoned BG (General Business District), located at the northern right-of-way of West Pike Street (State Route 120), near its intersection with Langley Drive.

**SITE PLAN**



**ZONING AND DEVELOPMENT STANDARDS**

The subject property is currently vacant and undeveloped. The applicant requests a reduction of the required 75-foot undisturbed buffer by 50% to 37.5 feet to develop an approximately 2,300 square foot multitenant shared kitchen with associated driveways, dumpsters, parking, and stormwater facilities.

The proposal meets the minimum standards of the BG (General Business) district, as outlined below:

**Article 1 Districts, Section 102.13 BG General Business District, Subsection B. Lot Development Standards.**

Standard	Requirement	Proposal	Recommendation
Lot Area	<i>None</i>	<i>10,019 sq. ft</i>	<i>N/A</i>
Lot Width	<i>None</i>	<i>99.7 ft</i>	<i>N/A</i>
Front Setback	<i>50 ft</i>	<i>50 ft</i>	<i>N/A</i>
Side Setback	<i>10 ft</i>	<i>10 ft</i>	<i>N/A</i>
Rear Setback	<i>10 ft</i>	<i>10 ft</i>	<i>N/A</i>
Impervious Surface Coverage	<i>95%</i>	<i>Not listed</i>	<i>N/A</i>
Max Height	<i>35 ft</i>	<i>Not listed</i>	<i>N/A</i>

**Article 5 Parking, Section 508 Number of Off-Street Parking Spaces Required; Table 5-3.**

Standard	Requirement	Proposal	Recommendation
Shared Kitchen (Retail Sales and Services)	<i>1 per 300 SF GFA 2,300 SF 8 spaces</i>	<i>8 spaces</i>	<i>N/A</i>

**Article 4 Buffers, Section 403 Buffers Table**

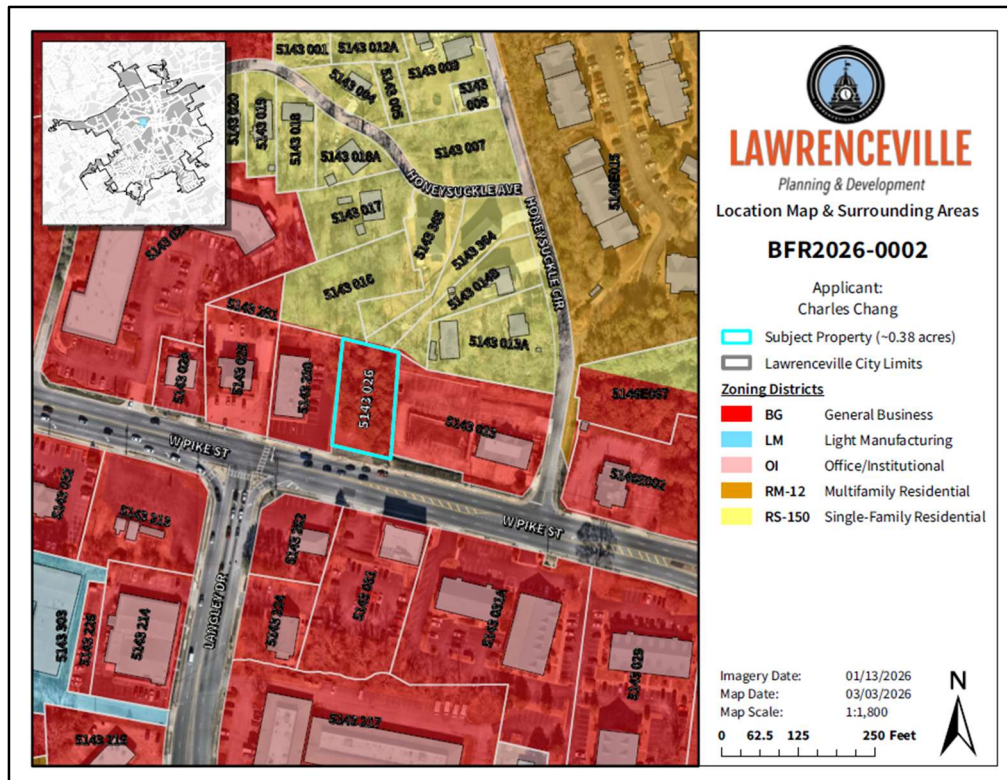
Standard	Requirement	Proposal	Recommendation
BG / RS-150	<i>75 feet</i>	<i>37.5 feet</i>	<i>Approval w/ Conditions</i>

According to the applicant, the 75-foot buffer required by code on the rear side of the property significantly reduces the buildable area of an already small lot (approximately 0.23 acres in area). The subject property is only 178 feet in depth, meaning that when the 75-foot buffer and the 50-foot front setback are considered, the buildable area is restricted to a narrow 53-foot-wide area.

Given that the single-family districts that border the property are either undeveloped (parcel 5143 016, which serves as a pseudo-buffer with residential uses further to the north) or contain dwellings that are in excess of 150 feet from the subject property, the

buffer reduction may be appropriate. Further, the neighboring BG properties have reduced or non-existent buffers to the rear. While these properties were developed prior to the adoption of the 2020 Lawrenceville Zoning Ordinance and its requisite buffer requirements, the development character of these properties should be taken into consideration.

**OFFICIAL ZONING MAP**



**SURROUNDING ZONING AND USE**

The area around the subject property is characterized by a mixture of retail and office uses along West Pike Street as well as single-family residential along Honeysuckle Circle. Nearby commercial uses include a place of worship and medical / general offices zoned BG (General Business District). The properties to the rear (north) of the subject property, along Honeysuckle Circle, are zoned RS-150 (Single-Family Residential District); these properties are the subject of this buffer reduction request. Given the reasoning provided in the prior section, the buffer reduction request may be appropriate, if properly conditioned.

**FUTURE LAND USE PLAN MAP**



**2045 COMPREHENSIVE PLAN**

The 2045 Comprehensive Plan and Future Development Map indicate the property lies within the Downtown character area, defined as such:

*Lawrenceville’s Downtown character area serves as the historical and cultural heart of the city, preserving its unique charm while nurturing economic vitality. With a robust economy and a focus on community life, Downtown is a hub of cultural activities and commerce.*

If the proposed facility adheres to site planning standards for access, interconnectivity, landscaping, and signage, it may align with the intended development pattern as described in the 2045 Comprehensive Plan.

**STAFF RECOMMENDATION**

The applicant requests a 50% reduction of the required 75-foot rear buffer (to 37.5 feet) to allow development of a 2,300-square-foot multitenant shared kitchen on a small (0.23-acre) BG-zoned property along West Pike Street. The site is currently vacant and meets all other applicable zoning and development standards, including setbacks and parking requirements. Due to the parcel’s limited depth (178 feet), the full buffer and front setback would significantly constrain the buildable area.

Surrounding conditions include a mix of commercial uses along the corridor and single-family residential to the north; however, nearby residential structures are set back at least 150 feet and/or buffered by undeveloped land. Additionally, adjacent commercial properties developed prior to the current ordinance have reduced or no buffers, reflecting an established development pattern. Further, similar buffer reduction requests have been recently approved in the immediate area: 1) BFR2025-00003 at 377 West Pike Street (approved with conditions on 2/23/2026), and 2) BFR2025-00005 at 335 West Pike Street (approved with conditions on 3/19/2026).

The request appears consistent with the Downtown character area of the 2045 Comprehensive Plan, which supports economic activity and compatible infill development. Given the site constraints, surrounding context, and limited impact on nearby residences, the buffer reduction may be appropriate if properly conditioned. Staff recommends **APPROVAL WITH CONDITIONS** that ensure enhanced buffering, landscaping, and site design measures to minimize impacts on adjacent residential properties.

**CITY OF LAWRENCEVILLE DEPARTMENT COMMENTS:**

**ENGINEERING DEPARTMENT**

No comment

**PUBLIC WORKS**

No comment

**ELECTRIC DEPARTMENT**

This location is served by Lawrenceville Power.

**GAS DEPARTMENT**

This location is served by Lawrenceville Gas.

**DAMAGE PREVENTION DEPARTMENT**

No comment

**CODE ENFORCEMENT**

No comment

**STREET AND SANITATION DEPARTMENT**

No comment

**STATE CODE 36-67-3 (FMR.) REVIEW STANDARDS:**

- 1. Whether a zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property;**

*The proposed shared kitchen is consistent with the surrounding mix of commercial and office uses along West Pike Street and is compatible with the general development pattern in the area.*

- 2. Whether a zoning proposal will adversely affect the existing use or usability of adjacent or nearby property;**

*With appropriate conditions for buffering and site design, the reduced buffer is not expected to adversely affect nearby residential properties, which are either significantly set back or separated by undeveloped land.*

- 3. Whether the property to be affected by a zoning proposal has a reasonable economic use as currently zoned;**

*While the property has economic potential under current zoning, strict application of the 75-foot buffer would significantly limit the buildable area, constraining reasonable development of the site.*

- 4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools;**

*The proposed use is relatively low-intensity and is not expected to create excessive demand on existing streets, utilities, or public facilities.*

- 5. Whether the zoning proposal is in conformity with the policy and intent of the Comprehensive Plan;**

*The proposal aligns with the 2045 Comprehensive Plan’s Downtown character area, supporting infill development and economic activity compatible with surrounding uses.*

- 6. Whether there are other existing or changing conditions affecting the use and development of the property, which give supporting grounds for either approval or disapproval of the zoning proposal;**

*The small size and shallow depth of the subject property, combined with existing development patterns and limited impact on adjacent residences, provide justification for the requested buffer reduction.*

*Further, similar buffer reduction requests have been recently approved in the immediate area: 1) BFR2025-00003 at 377 West Pike Street (approved with conditions on 2/23/2026), and 2) BFR2025-00005 at 335 West Pike Street (approved with conditions on 3/19/2026).*



# LAWRENCEVILLE

## *Planning & Development*

### PLANNING AND DEVELOPMENT DEPARTMENT

### RECOMMENDED CONDITIONS\_05042026

### BFR2026-0002

Approval of the requested Buffer Reduction, subject to the following enumerated conditions:

**1. To restrict the Buffer Reduction as follows:**

- A. Allows a fifty percent (50%) reduction of the minimum buffer requirements between dissimilar zoning classifications (BG and RS-150), from seventy-five (75) feet to thirty-seven and one-half (37.5) feet along the subject property's northern property line.
- B. The buffer reduction shall apply only to the development of a multitenant shared kitchen facility, including associated parking, driveways, dumpsters, and stormwater facilities, as shown on the site plan. received by the Planning and Development Department on February 27, 2026.

**2. To satisfy the following site development considerations:**

- A. All site improvements, including parking, drive aisles, curb cuts, and internal circulation, shall comply with the City of Lawrenceville Development Regulations unless otherwise approved through separate variance or permit action.
- B. Prior to issuance of a Land Disturbance Permit (LDP), final site plans shall be reviewed and approved by the Planning Director, City Engineer, and all applicable departments.
- C. In areas where required buffers lack sufficient vegetation to achieve effective screening, the applicant shall provide supplemental planting and landscape enhancements. A detailed replanting and landscape enhancement plan shall be prepared by a qualified professional and submitted for review and approval by the Director of Planning and Development prior to the issuance of any applicable permits. The plan shall demonstrate how the buffer will be brought into compliance with applicable screening and landscaping standards, including plant species, sizes, spacing, and maintenance provisions.
- D. All outdoor service areas, including dumpsters and loading areas, shall be screened from view of adjacent residential properties.

- E.** Site lighting shall be directed away from adjacent residential properties and shall comply with City lighting standards to prevent light spillover.
- F.** Any off-site access, grading, or construction activity, if required, shall be subject to executed agreements or easements made by adjacent property owners and approval by the City.
- G.** All required landscaping and screening shall be installed prior to final inspection and issuance of a Certificate of Occupancy and shall be maintained in a healthy condition for the life of the development.
- H.** All applicable local, state, and federal permits and approvals shall be obtained prior to commencement of construction activities.



# LAWRENCEVILLE

Planning & Development

BFR2026-0002  
RECEIVED FEBRUARY 27, 2026  
PLANNING & DEVELOPMENT DEPARTMENT

AN APPLICATION TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF LAWRENCEVILLE

APPLICANT INFORMATION	PROPERTY OWNER INFORMATION*
NAME: <u>Charles C Chang</u>	NAME: <u>RAJESH KR MITTAL</u>
ADDRESS: <u>5720 BUFORD Hwy Suite 200</u>	ADDRESS: <u>3771 OLD BRIDGEWAY</u>
CITY: <u>NORCROSS</u>	CITY: <u>DULUTH</u>
STATE: <u>GA</u> ZIP: <u>30071</u>	STATE: <u>GA</u> ZIP: <u>30096</u>
PHONE: <u>404-403-2260</u>	PHONE: <u>678 367 8253</u>
CONTACT PERSON: <u>Charles Chang</u> PHONE: <u>404-403-2260</u>	
CONTACT'S E-MAIL: <u>CDDCATL@YAHOO.COM</u>	
* If multiple property owners, each owner must file an application form or attach a list, however only one fee. Multiple projects with one owner, must file separate applications, with separate fees.	
ZONING DISTRICT(S): <u>BG1</u> ACREAGE: <u>0.23</u>	
PARCEL NUMBER(S): <u>R5143026</u>	
ADDRESS OF PROPERTY: <u>351 WEST PIKE ST.</u>	
PROPOSED USE: <u>Shared kitchen</u>	

Chang  
SIGNATURE OF APPLICANT      DATE

Mittal  
SIGNATURE OF OWNER      DATE

Charles C Chang  
TYPED OR PRINTED NAME

RAJESH KR MITTAL  
TYPED OR PRINTED NAME

Quang Xuan Do Feb 20, 26  
NOTARY PUBLIC      DATE

Quang Xuan Do Feb 20, 26  
NOTARY PUBLIC      DATE

Quang Xuan Do  
NOTARY PUBLIC

Quang Xuan Do  
NOTARY PUBLIC

Forsyth County, GEORGIA  
My Commission Expires  
06/21/2027

Forsyth County, GEORGIA  
My Commission Expires  
06/21/2027



# LAWRENCEVILLE

Planning & Development

BFR2026-0002  
RECEIVED FEBRUARY 27, 2026  
PLANNING & DEVELOPMENT DEPARTMENT

### DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to the Mayor of the City of Lawrenceville, a member of the City Council, or to a member of the Planning Commission of the City of Lawrenceville? NO  
Y/N

If the answer is yes, please complete the following section:

NAME OF GOVERNMENT OFFICIAL	CONTRIBUTIONS (List all which aggregate to \$250 or more)	DATE CONTRIBUTION WAS MADE (Within last two years)

Have you, within the two years immediately preceding the filing of this application, made gifts having in the aggregate a value of \$250.00 or more to the Mayor of the City of Lawrenceville, a member of the City Council, or to a member of the Planning Commission of the City of Lawrenceville? NO  
Y/N

If the answer is yes, please complete the following section:

NAME OF GOVERNMENT OFFICIAL	CONTRIBUTIONS (List all which aggregate to \$250 or more)	DATE CONTRIBUTION WAS MADE (Within last two years)

Attach additional sheets if necessary to disclose or describe all contributions/gifts.



# LAWRENCEVILLE

Planning & Development

BFR2026-0002  
RECEIVED FEBRUARY 27, 2026  
PLANNING & DEVELOPMENT DEPARTMENT

### VARIANCE APPLICATION

ADMINISTRATIVE

BOARD OF APPEALS

CITY COUNCIL

### GENERAL INFORMATION

Unless otherwise provided for in the City of Lawrenceville Zoning Ordinance and Development Regulations, the Board of Appeals (BOA) and City Council has the authority to grant variances from the requirements of the Zoning Ordinance and Development Regulations, and The Code of City of Lawrenceville in accordance with the standards and procedures as set forth in the Zoning Ordinance, Article 9 Administration and Enforcement, and the Development Regulations, Article III Amendment to Drainage Regulations of 1989, Article VIII Floodplain Management Ordinance, Article XVIII Model Floodplain Management/Flood Damage Prevention Ordinance and Article XIX Model Stream Buffer Protection Ordinance.

The Director of the Planning and Development Department shall have the power to grant a variance (except for density and use) from the development standards of the Zoning Ordinance where, in their opinion, the intent of the Zoning Ordinance can be achieved and equal performance obtained by granting a variance. The authority to grant such a variance shall be limited from the following requirements: 1. Front Yard or Yard adjacent to a public street – variance not to exceed ten (10) feet; 2. Side Yard – variance not to exceed five (5) feet; 3. Rear Yard – variance not to exceed ten (10) feet.

### APPLICANT INFORMATION

APPLICANT NAME: HAMENDRA PATEL

EMAIL: dino680@yahoo.com

PHONE: 404 723 0932

STREET ADDRESS: 1174 CAMERON CREEK SUITE:

CITY: MARIETTA STATE: GA

ZIP CODE: 30062

SIGNATURE OF APPLICANT:

DATE: 1/29/26

### PROPERTY OWNER INFORMATION (as applicable)

PROPERTY OWNER NAME: RAJESH KR MUTTAL

EMAIL: RAJ@PESTOLOVE.COM

PHONE: 678 367 8253

STREET ADDRESS: 3771 OLD BRIDGEWAY SUITE:

CITY: DUWTH STATE: GA

ZIP CODE: 30096

SIGNATURE OF PROPERTY OWNER:

DATE:

### SITE INFORMATION

VARIANCE DESCRIPTION: REDUCE THE 75' REQUIRED UNDISTURBED BUFFER TO NEW 37.5' TO BUILD DRIVEWAY 2 DUMPSTER BOX

STREET ADDRESS: 351 W. PIKE ST SUITE/UNIT #:

CITY: LAWRENCEVILLE STATE: GA

ZIP CODE:

PIN: LOT NO.:

BLOCK NO.:

## Letter of intent 351 west pike st

From: Rajesh Kumar Mittal (raj@pestolove.com)  
To: cddcatl@yahoo.com  
Cc: annamittal56@gmail.com; agrawalanubha@yahoo.com  
Date: Friday, February 13, 2026 at 10:41 AM EST

Dear Sir/Madam,

I am writing to inform you of my intent to develop land parcel number R5143026, located at 351 W Pike Street, Lawrenceville, GA 30046.

The proposed use for this property is a catering kitchen facility where food will be prepared exclusively for delivery. Please note that no customers will visit the premises, as all orders will be distributed off-site.

I kindly request your review and approval of this proposal at your earliest convenience. Should you require any additional information or documentation, please do not hesitate to contact me.

Thank you for your time and consideration.

Sincerely,  
Rajesh Mittal

**BFR2026-0002**  
**RECEIVED FEBRUARY 27, 2026**  
**PLANNING & DEVELOPMENT DEPARTMENT**

**LEGAL DESCRIPTION**

ALL THAT TRACT or parcel of land lying and being in Land Lot 143, 5<sup>th</sup> District, City of Lawrenceville, Gwinnett County, Georgia; containing 0.460 acres and being more particularly described according to a plat of survey prepared by Hannon, Meeks & Bagwell, Surveyors, dated October 4, 1983 recorded in Plat Book 33, Page 168B, Gwinnett County records, which plat is incorporated herein and made a part hereof by reference.

LESS AND EXCEPT that portion of the above-described property that lies within the right of way of West Pike Street a/k/a Georgia Highway No. 120.

**BFR2026-0002**  
**RECEIVED FEBRUARY 27, 2026**  
**PLANNING & DEVELOPMENT DEPARTMENT**














# LAWRENCEVILLE

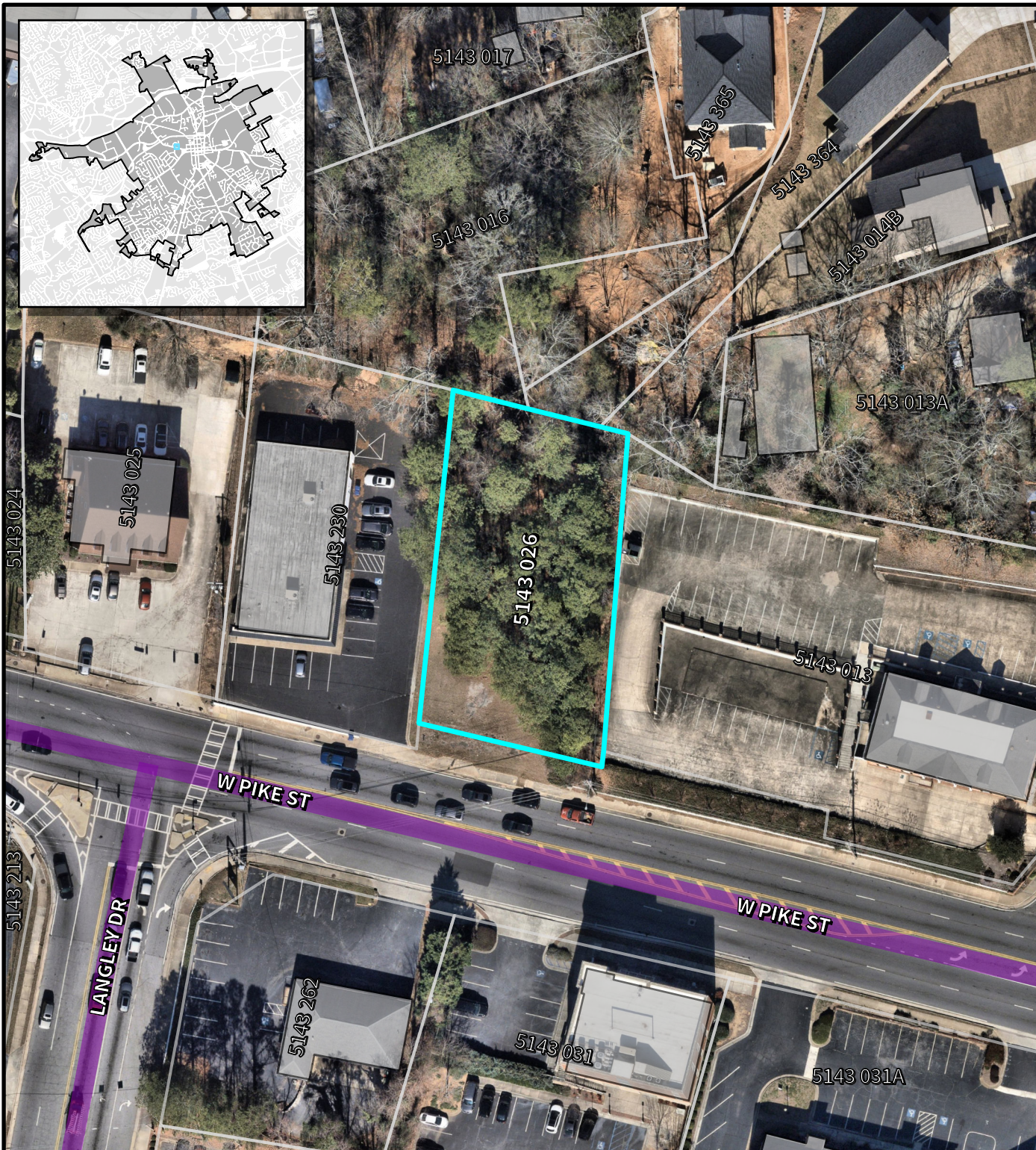
Planning & Development

Location Map & Surrounding Areas

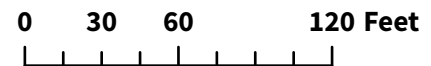
## BFR2026-0002

Applicant:  
Charles Chang

-  Subject Property (~0.38 acres)
-  Lawrenceville City Limits
-  City Maintained Streets
-  County/State Maintained Streets
-  Streams



Imagery Date: 01/13/2026  
 Map Date: 03/03/2026  
 Map Scale: 1:900





# LAWRENCEVILLE

Planning & Development

Location Map & Surrounding Areas

## BFR2026-0002

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 Subject Property (~0.38 acres)

 Lawrenceville City Limits

### Zoning Districts

 BG General Business

 RS-150 Single-Family Residential



Imagery Date: 01/13/2026

Map Date: 03/03/2026

Map Scale: 1:900

0 30 60 120 Feet



N





# LAWRENCEVILLE

Planning & Development

Location Map & Surrounding Areas

## BFR2026-0002

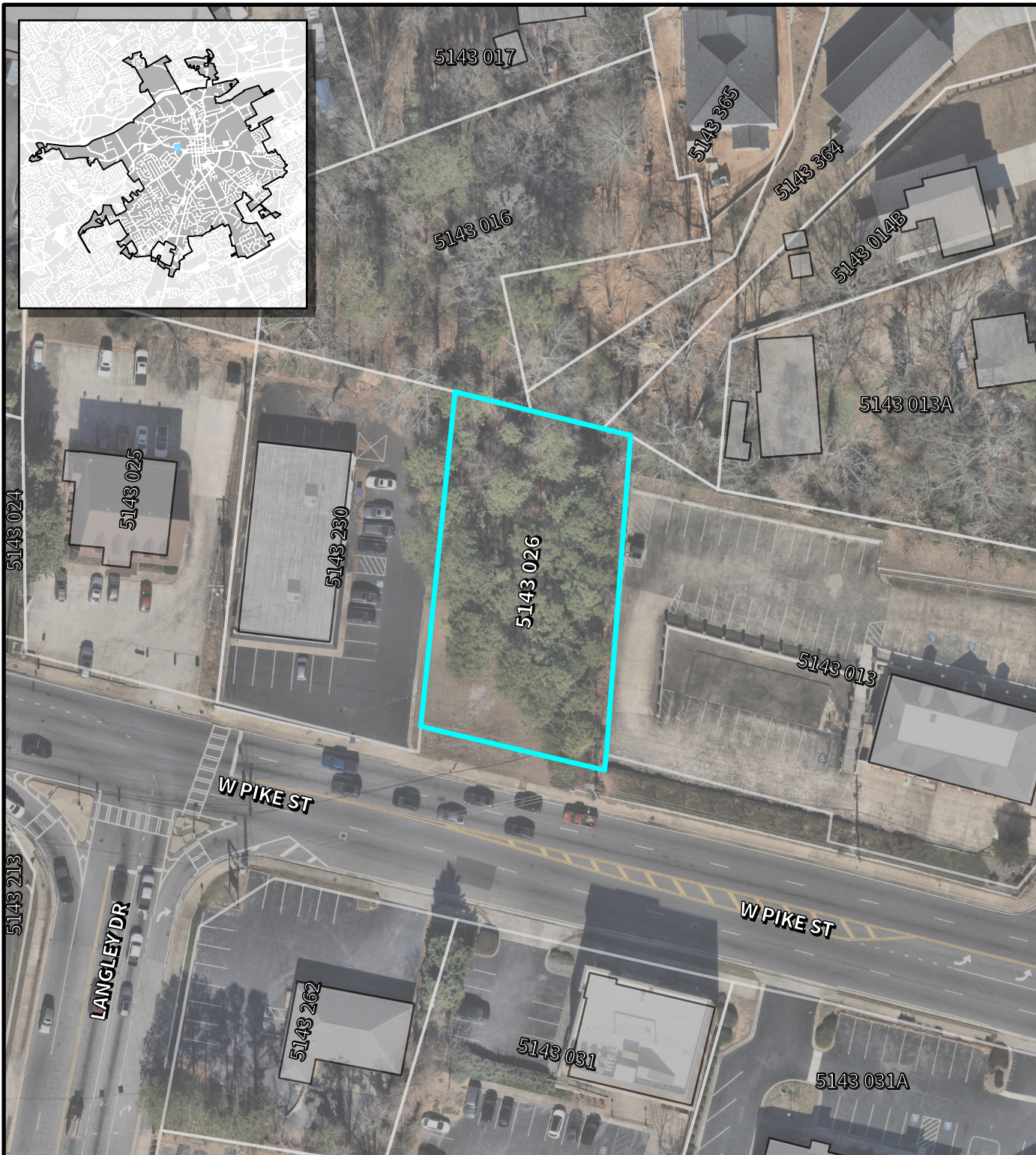
Applicant:  
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 Subject Property (~0.38 acres)

 Lawrenceville City Limits

### 2045 Character Areas

 Downtown



Imagery Date: 01/13/2026

Map Date: 03/03/2026

Map Scale: 1:900

0 30 60 120 Feet



N










# LAWRENCEVILLE

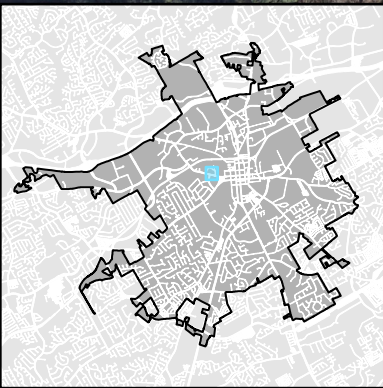
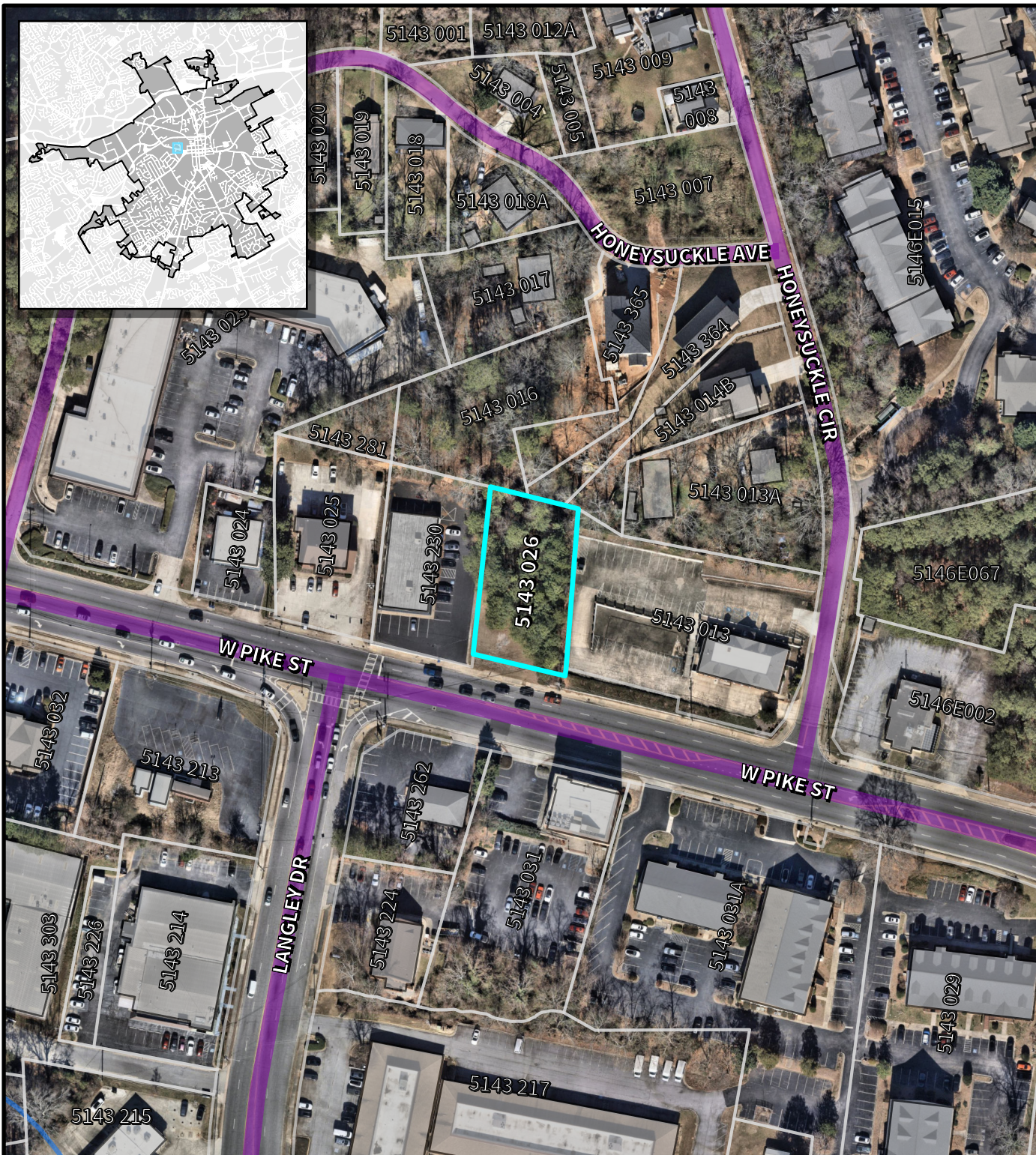
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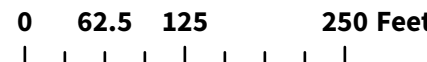
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Planning & Development

Location Map & Surrounding Areas






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### Zoning Districts

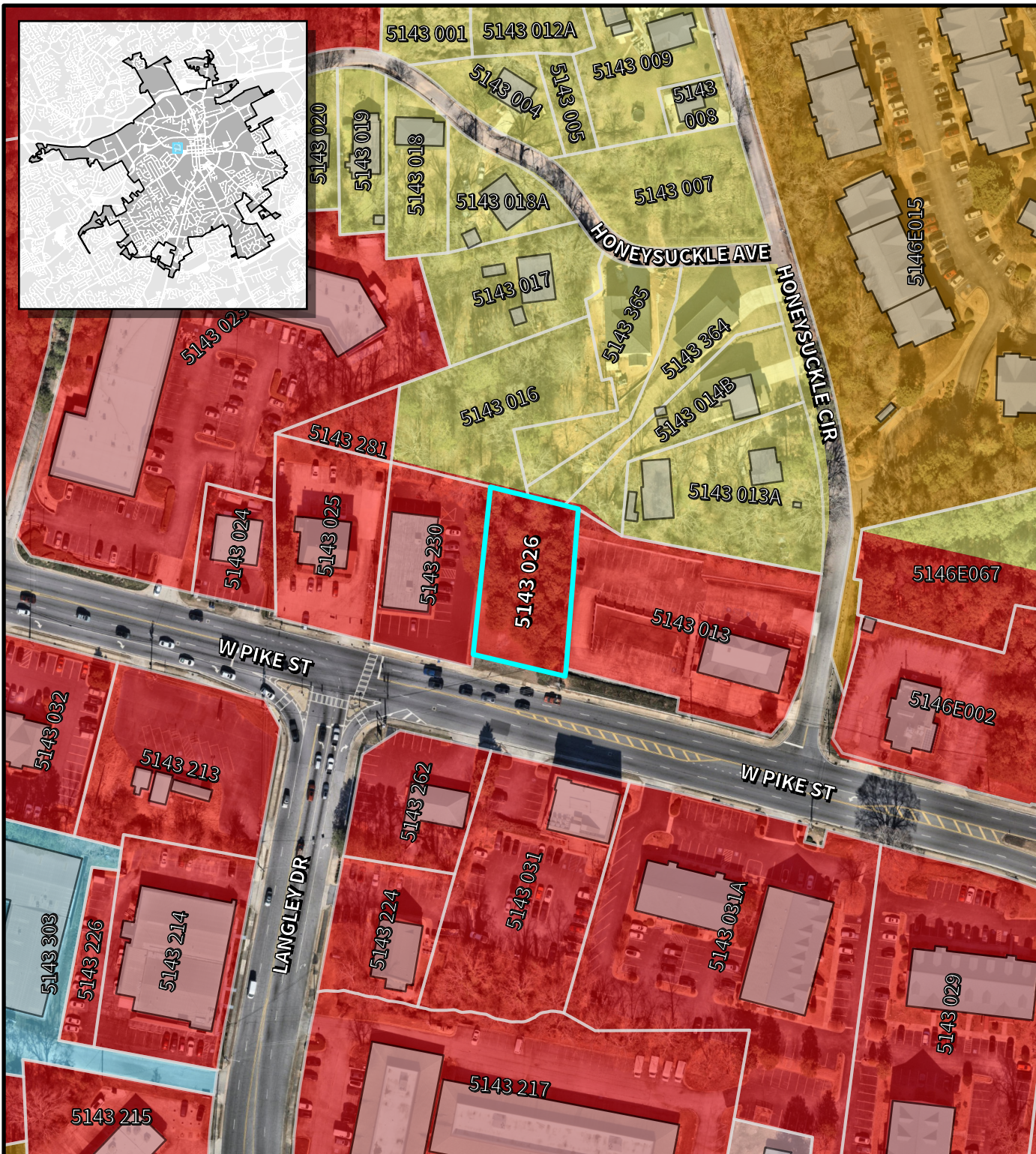
-  BG General Business
-  LM Light Manufacturing
-  OI Office/Institutional
-  RM-12 Multifamily Residential
-  RS-150 Single-Family Residential

Imagery Date: 01/13/2026

Map Date: 03/03/2026

Map Scale: 1:1,800

0 62.5 125 250 Feet





# LAWRENCEVILLE

Planning & Development

Location Map & Surrounding Areas

## BFR2026-0002

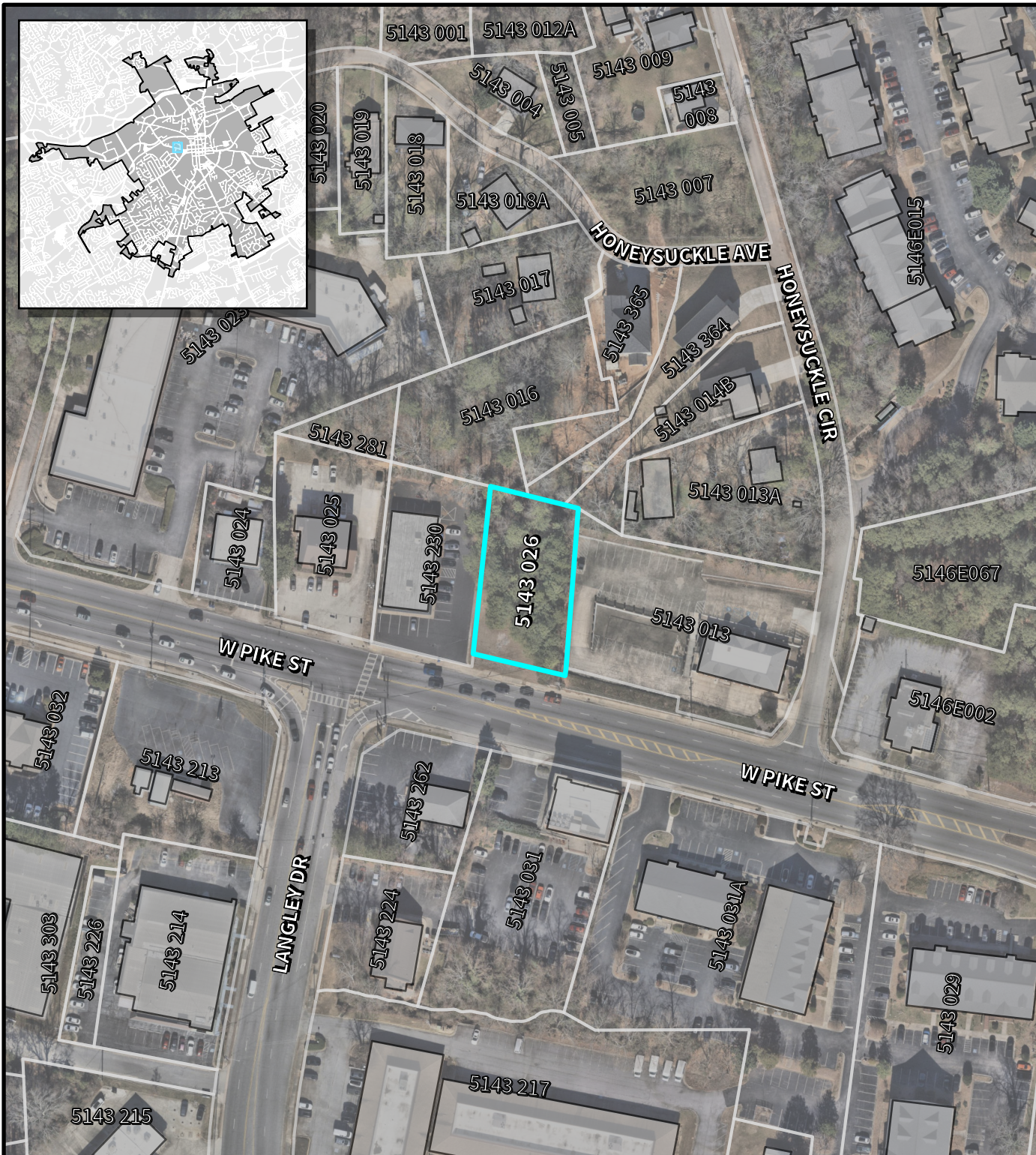
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### 2045 Character Areas

 Downtown



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Map Date: 03/03/2026

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N





# LAWRENCEVILLE

## Planning & Development

PLANNING ~~AND DEVELOPMENT DEPARTMENT~~ COMMISSION

RECOMMENDED CONDITIONS\_05042026

BFR2026-0002

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R2026-0002\_ATTCH 2\_05042026

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# LAWRENCEVILLE

## Planning & Development

~~PLANNING COMMISSION~~ MAYOR AND COUNCIL

RECOMMENDED CONDITIONS\_0513042026

BFR2026-0002

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R2026-0002\_M&C\_REC\_CNDS\_05132026

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R2026-0002\_M&C\_REC\_CNDS\_05132026



# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: REGULAR MEETING, JUNE 22, 2026  
AGENDA CATEGORY: COUNCIL BUSINESS OLD BUSINESS

**Item:** Insurance Program Transition Recommendation

**Department:** Risk Management

**Date of Meeting:** Monday, June 22, 2026

**Fiscal Impact:** \$1,431,293

**Presented By:** Michael Fischer, Assistant City Manager  
Gary Andrews, Risk Manager

**Action Requested:** Approval of Recommendation to transition the City of Lawrenceville’s property and liability insurance coverage from a traditional fully insured program to a self-insured program with excess coverage for loss events exceeding risk tolerance

**Summary:** Recommendation to transition the City of Lawrenceville’s property and liability insurance coverage from a traditional fully insured program to a self-insured program with excess coverage for loss events exceeding risk tolerance.

**Background:**

Recommend course of action will absorb and incorporate the currently separate workers’ compensation program with no changes to the structure of the current worker's compensation program.

Allocation of increased resources for internal loss control programming will be required.

Recommended course of action is expected to mitigate market driven program cost increases

**Fiscal Impact:** The recommended program saves the city more than \$400,000 compared to the cost of renewing the fully insured program.

**Concurrences:** Finance – Keith Lee

**Attachments/Exhibits:**

- Proposed Transition to Self-Insured Financing Model.pptx

# Transition to a Self-Insured Risk Financing Model

*Presented by: Gary Andrews, Risk Manager*

*Date: June 10, 2026*



# Summary of Program Changes

- Deductible change: \$100k → \$250k
- Coverage limit: \$10M → \$5M
- WC placed with Safety National (from Midwest)
- Property coverage with Hanover  
(\$10k deductible – no change)
- \$500k premium savings
- TPA service fee (\$42,000)



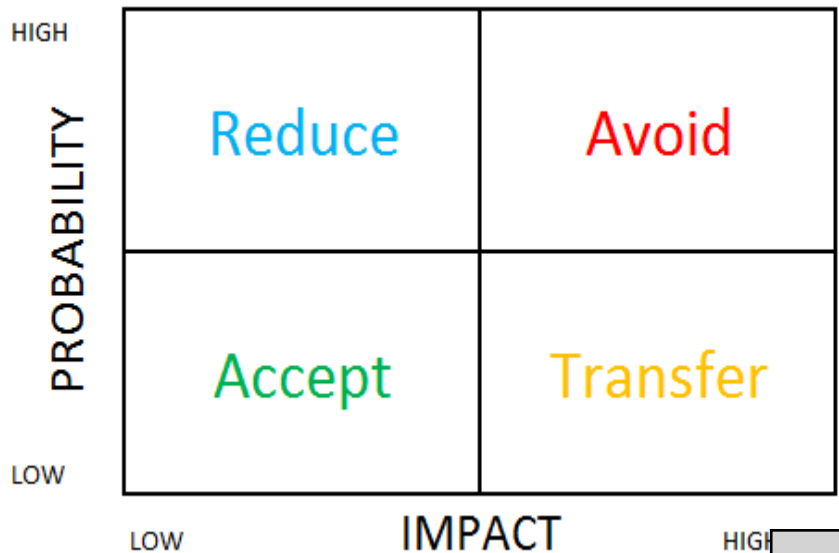
# Premium Summary and Comparison

Policy Term	2025-26 Expiring Premium	2026-27 Trident \$100K Deductible Option	2026-27 Safety National Self-Insured Option
<b>Total GL &amp; Auto Liability Limits Proposed</b>	<b>\$10M</b>	<b>\$5M</b>	<b>\$5M</b>
General Liability	\$169,185	\$175,948	
Public Officials' Liability	\$66,465	\$ 69,124	
Employment Practices Liability	\$193,856	\$201,608	\$778,284
Law Enforcement Professional Liability	\$144,053	\$142,435	
Auto Liability	\$253,861	\$272,888	
Auto Physical Damage	\$207,698	\$263,733	\$95,357
Excess Liability	(\$9M) \$226,955	(\$4M) \$183,316	(\$4M) Included
Property	\$208,222	\$208,242	\$167,526
Equipment Breakdown	\$6,996	\$7,347	
Inland Marine (Equipment)	\$19,079	\$21,054	\$32,115
Drone Liability	\$5,319	\$5,254	\$5,254
Crime	\$4,331	\$4,331	\$4,331
Cyber Liability (\$2M)	\$33,681	\$36,597	\$36,597
Terrorism and Active Assailant	\$19,578	\$25,015	\$25,015
<b>Program Total (excluding Work Comp)</b>	<b>\$1,559,279</b>	<b>\$1,616,892</b>	<b>\$1,144,478</b>
Workers' Compensation	~\$148,000 (Not brokered thru Marsh McLennan)	~\$148,000 (estimated)	\$144,817
Third Party Claims Administrator- Casualty and Physical Damage	N/A	N/A	\$30,000
TPA Claims Admin. – Work Comp	\$11,400	\$12,000	\$12,000
<b>Program Total (incl. Work Comp &amp; TPA Fee)</b>	<b>~ \$1,707,279</b>	<b>~ \$1,764,892</b>	<b>\$1,331,296</b>
Marsh McLennan Broker Fee	\$80,000	\$80,000	\$100,000*
<b>TOTAL ANNUAL PAYABLE</b>	<b>~ \$1,787,279</b>	<b>~ \$1,844,892</b>	<b>\$1,331,296</b>



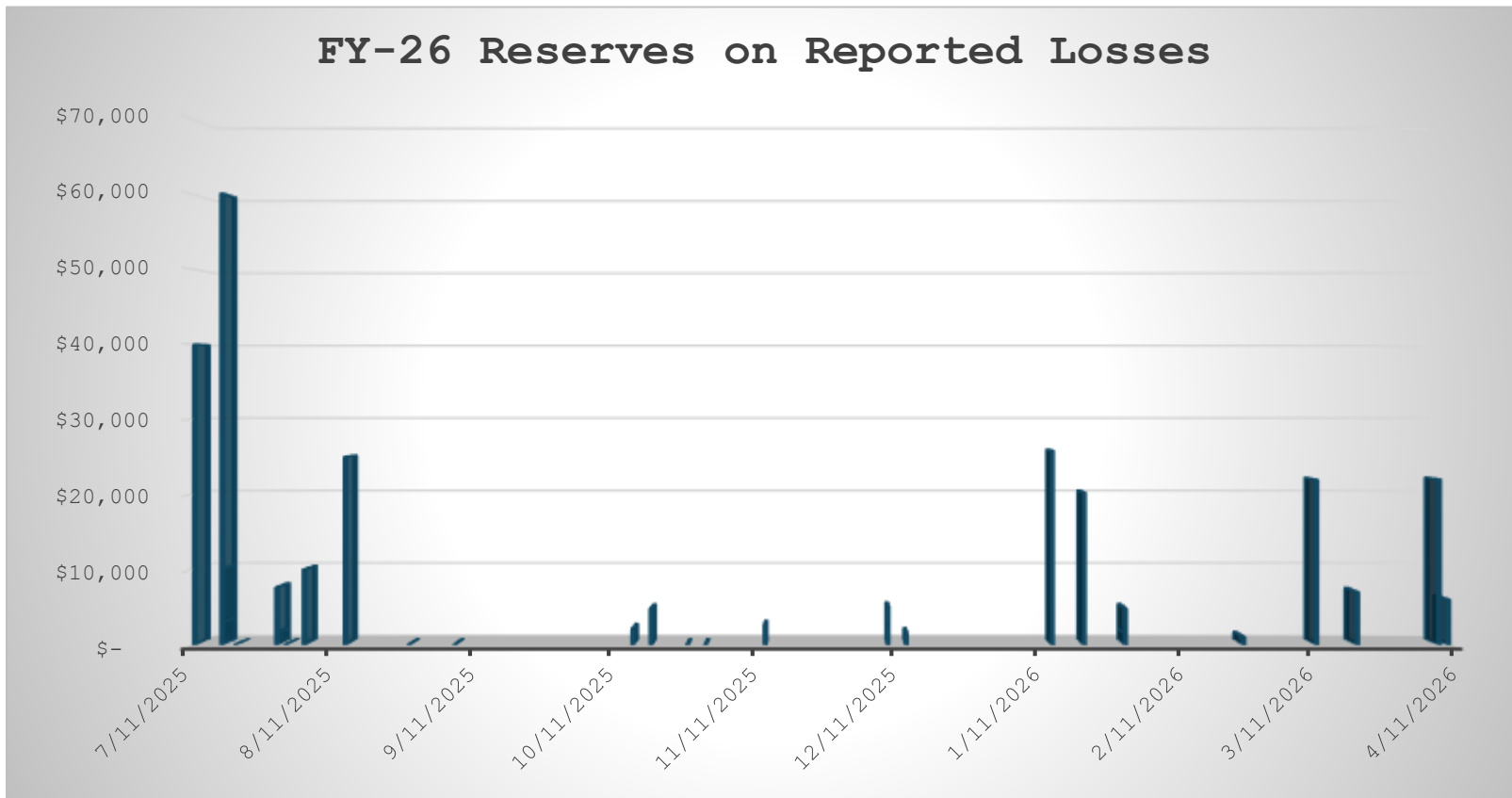
# Why Change Now?

- Rising insurance costs statewide
- Control over predictable losses
- Better long-term stability
- Opportunity to invest in loss prevention



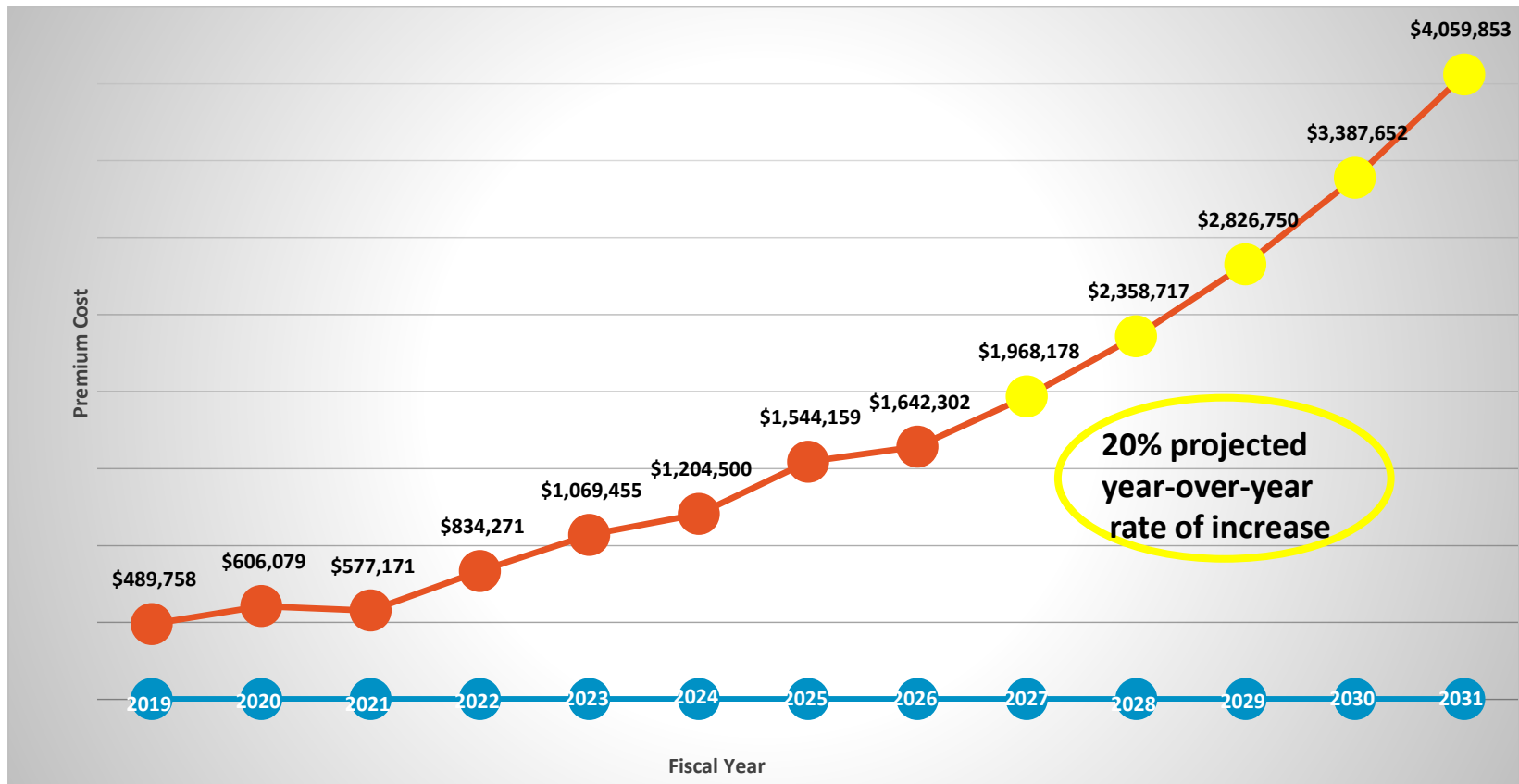


# Current Year Loss Reserves





# Insurance Cost Trend Projection





# City Exposure Snapshot

- Population: 30,000+
- Gas utility: 54,000 customers
- Electric: 12,500 customers
- Police: 100+ personnel
- Transitional housing
- Arts Center
- 120-bed hotel opening soon



# Implications of Self-Insurance

- Immediate savings: \$500k
- Greater claim oversight required
- Increased financial responsibility
- Enhanced safety and compliance programs



# Why Additional Staffing is Necessary

- Current staff: 1
- Expanded operational needs
- Claims across utilities, police, facilities
- Training management, contract reviews



# Risk Management Function Overview





# Recommended Staffing Structure

- Risk Manager (existing)
- Risk Analyst
  - FY-27
- Safety and Training Specialist
  - FY-27
- Workers' Comp Coordinator/ Administrative Assistant
  - years 3-5



# Benefits of Staffing Expansion

- Fewer claims
- Improved safety
- Lower WC costs
- Better contract risk transfer
- Enhanced financial stability



# Three-to-Five-Year Strategic Plan

- Year 1: Stabilize transition
- Year 2: Loss reduction
- Year 3: RMIS implementation
- Year 4: Optimization
- Year 5: Full maturity



# Leveraging Safety National

- Training modules
- Benchmarking
- Loss control engineering
- Grants (when available)



# Leveraging Hanover Insurance

- Property inspections
- Fire protection guidance
- Contractor risk controls
- Water intrusion prevention



# Leveraging Charles Taylor - TPA

- Claims data access
- Safety evaluations and inspections
- Safety training



# Expected Outcomes by Year 5

- Reduced claims
- Stronger safety culture
- Stabilized insurance costs
- Better operational controls



# Request for Council Support

- Approve staffing plan with revised addition of analyst and safety personnel
- Support strategic implementation
- Endorse risk management initiatives



# Questions & Discussion

- Thank you.



# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: REGULAR MEETING, JUNE 22, 2026

AGENDA CATEGORY: COUNCIL BUSINESS OLD BUSINESS

- Item:** Contract with Blue Line Solutions for Automated Speed Enforcement Cameras with Flock Safety in School Zone
- Department:** City Manager
- Date of Meeting:** Monday, June 22, 2026
- Fiscal Impact:** \$0.00
- Presented By:** Chuck Warbington, City Manager
- Action Requested:** Approval of Annual Contract with Blue Line Solutions for the Automated Speed Cameras with Flock Safety Cameras in the School Zones within the City limits and Authorize City Manager or Mayor to execute subject to the review and approval by the City Attorney.

**Summary:** This request is for approval for the annual contract with Blue Line Solutions for the Automated Speed Cameras with Flock Safety Cameras in the School Zones within the City limits.

**Fiscal Impact:** No cost to the City, the City will receive revenues generated by paid citations.



# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: REGULAR MEETING JUNE 22, 2026  
AGENDA CATEGORY: COUNCIL BUSINESS NEW BUSINESS

- Item:** Adoption of Fiscal Year 2027 Budget Resolution
- Department:** Finance
- Date of Meeting:** Monday, June 22, 2026
- Fiscal Impact:** N/A
- Presented By:** Keith Lee, Chief Financial Officer
- Action Requested:** Approval of the Fiscal Year 2027 Budget Resolution and accompanying attachments.

**Summary:** Adoption of the Fiscal Year 2027 Budget Resolution to set the revenue and expenditure priorities for Fiscal Year 2027. The resolution sets the budget for all funds and departments. Authorizes the acceptance of included grants and establishes priorities for the City. The budget includes a Capital Improvement Plan, staffing changes, and salary and benefit adjustments.

**Fiscal Impact:** N/A

**Attachments/Exhibits:**

- Budget Resolution FY 2027.docx
- Attachment A.pdf
- Attachment B.pdf
- Attachment C.pdf

**RESOLUTION \_\_\_\_\_**

**A RESOLUTION ADOPTING A BUDGET FOR THE FISCAL YEAR 2027 FOR EACH FUND OF THE CITY OF LAWRENCEVILLE, APPROPRIATING THE AMOUNTS SHOWN IN THE FOLLOWING SCHEDULES FOR SELECTED FUNDS; ADOPTING THE ITEMS OF ANTICIPATED FUNDING SOURCES BASED ON THE ESTIMATED FISCAL YEAR 2027 REVENUES; AFFIRMING THAT EXPENDITURES IN EACH DEPARTMENT MAY NOT EXCEED APPROPRIATIONS; AND PROHIBITING EXPENDITURES FROM EXCEEDING ANTICIPATED FUNDING SOURCES.**

**WHEREAS**, the Mayor and Council of the City of Lawrenceville (“Council”) is the governing authority of said City; and

**WHEREAS**, the City Manager has presented a Proposed Budget which outlines the City’s financial plan for said fiscal year which includes all projected revenues and allowable expenditures; and

**WHEREAS**, advertised public hearings have been held on the Fiscal Year 2027 Proposed Budget, as required by State and Local Laws and regulations; and

**WHEREAS**, the Mayor and Council decrees that the Fiscal Year 2027 Proposed Budget specified in Attachment A shall in all cases apply to and control the financial affairs of City departments and all other agencies subject to the budgetary and fiscal control of the governing authority; and

**WHEREAS**, the Mayor and Council may authorize and enact adjustments and amendments to appropriations as to balance revenues and expenditures; and

**WHEREAS**, each of the funds has a balanced budget, such that Anticipated Funding Sources equal Proposed Expenditures;

**NOW, THEREFORE, BE IT RESOLVED** that this Budget is hereby adopted specifying the Anticipated Funding Sources for each Fund and making Appropriations for Proposed Expenditures to the Departments or Agencies named in each Fund as specified in Attachment A; and

**BE IT FURTHER RESOLVED** that Expenditures of any Operating Budget Fund shall not exceed the Appropriations authorized by this Budget Resolution and any Amendments thereto or Actual Funding Sources, whichever is less; and

**BE IT FURTHER RESOLVED** that all Expenditures of any Operating Budget Fund are subject to the policies as established by the Mayor and Council and City Manager; and

**BE IT FURTHER RESOLVED** that the Five-Year Capital Project Plan as specified in Attachment B is accepted and Fiscal Year 2027 projects approved, as specified herein, with multiple-year project budgets as provided for in Official Code of Georgia Annotated Section § 36-81-3(b)(2); and

**BE IT FURTHER RESOLVED** that transfers of appropriations in any Fund among the various categories within a Department shall require only the approval of the City Finance Director so long as the total budget for each Department is not increased; and

**BE IT FURTHER RESOLVED** that the 2027 Budget shall be amended so as to adapt to changing governmental needs during the fiscal year as follows: Any increase in Appropriations in any Fund for a Department, whether through a change in Anticipated Revenues in any Fund or through a transfer of Appropriations among Departments, shall require the approval of the Mayor and Council, except in the following cases where authority is granted to:

**I. The City Manager to:**

- (a) set fee structures provided that they are not restricted by rate setting policies and agreements approved by the Mayor and Council;
- (b) transfer funds from Department budgets to establish Capital Projects;
- (c) transfer funds within a capital project from fund or program contingencies and/or savings in existing projects to establish new projects;

**II. The City Finance Director to:**

- (a) allocate funds to the appropriate Department or fund from insurance proceeds and/or from the Casualty and Liability Insurance fund for the replacement or repair of damaged equipment items within existing approved policies and procedures;
- (b) allocate funds to the appropriate Department or Agency or Fund from insurance proceeds and/or from the Worker’s Comp and/or Health Insurance funds for the payment of claims as approved by the appropriate adjusting third party management company;
- (c) allocate funds from the established contingency to the appropriate Department or Agency for required expenses as approved by Mayor and Council;
- (d) allocate funds from Non-Departmental contingencies and reserves to cover existing obligations/expense in accordance with the intent and

actions of the Mayor and Council; however, in no case shall appropriations exceed actual available funding sources; allocate funds from established reserves for leave balances at retirement; transfer funds resulting from salary savings or transfer balances resulting from under expenditures in operating accounts into contingencies or reserves;

- (e) authorize preparation and submission of applications for grant funding; however, acceptance of all grant awards is subject to the approval of the Mayor and Council
- (f) adjust revenue and appropriation budgets to capital projects as necessary to incorporate grant awards previously approved by the Mayor and Council;
- (g) adjust revenue and appropriation budgets to incorporate collected revenue for confiscated assets as approved by Mayor and Council;

**BE IT FURTHER RESOLVED** that such amendments shall be recognized as approved changes to this resolution in accordance with O.C.G.A. 36-81-3. These authorities for transfers of appropriations shall not be used as an alternative to the normal budget process and are intended to be used only when necessary to facilitate the orderly management of projects and/or programs; transfers approved under these authorities may not be used to change the approved scope or the objective of any capital project; and

**BE IT FURTHER RESOLVED** that the compensation for city appointments by the Mayor and Council to the various Boards and Authorities has been set. This does not preclude any department from reimbursing those members for actual expenses incurred in the performance of duty as approved by law or City Ordinance or Policy; and

**BE IT FURTHER RESOLVED** that the budget accepts the compensation study, salary scales, and authorizes the City Manager to implement the salary adjustments based on the study's salary adjustments through either a market adjustment, merit, or cost of living, with the merit having an average increase of 3.1 percent for all employees with more than six months service with the City; and

**BE IT FURTHER RESOLVED** that the City Council hereby approves allocated positions as outlined in Attachment C and shall approve increases in total City authorized positions. Vacant positions and associated budget may be reallocated within the same Department or reassigned to another Department and filled authorized positions and associated budget may be reassigned at the same grade level between Departments with authorization of the City Manager. All changes are authorized within the pay and classification plan and the City Manager is authorized to approve changes in

individual salaries in conformity with the adopted plan and existing City policies.

**BE IT FURTHER RESOLVED** that the new positions in Attachment C are authorized as of July 1, 2026; and

**BE IT FURTHER RESOLVED** that the City Council intends to maintain the City's Maintenance and Operations millage rate at 3.26.

**IT IS SO RESOLVED** THIS \_\_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
David R. Still, Mayor

ATTEST:

\_\_\_\_\_  
Karen Pierce, City Clerk

Fund	Department	FY 2026 Funding Allocation
100 - GENERAL FUND		
	110 - LEGISLATIVE	\$234,265
	132 - CITY MANAGER	\$6,101,500
	133 - CITY CLERK	\$473,495
	150 - FINANCE	\$6,098,825
	151 - PURCHASING	\$265,220
	153 - DATA PROCESSING	\$6,262,515
	154 - HUMAN RESOURCES	\$2,732,032
	157 - ENGINEERING	\$554,730
	160 - COMMUNITY RELATIONS	\$1,231,871
	265 - COURT	\$1,407,470
	320 - POLICE	\$15,773,745
	410 - PUBLIC WORKS	\$3,205,365
	415 - PUBLIC UTILITY	\$235,990
	420 - STREETS	\$2,673,590
	498 - DAMAGE PREVENTION	\$1,473,355
	722 - BUILDING INSPECTIONS	\$896,520
	741 - PLANNING & DEVELOPMENT	\$368,205
	745 - CODE ENFORCEMENT	\$649,455
	751 - ECONOMIC DEVELOPMENT	\$723,790
100 - GENERAL FUND		\$51,361,938
210 - CONFISCATED ASSETS-FEDERAL		\$71,000
211 - CONFISCATED ASSETS-LOCAL		\$10,500
215 - 911 FUND		\$1,425,935
270 - TAX ALLOCATION DISTRICT		\$1,300,000
275 - HOTEL/MOTEL TAX FUND		\$550,000
280 - RENTAL MV EXCISE TAX FUND		\$200,000
285 - SCHOOL ZONE CAMERAS		\$1,700,000
326 - SPLOST		\$7,248,558
355 - CAPITAL PROJECTS FUND		\$10,284,500
510 - ELECTRIC FUND OPERATING		\$43,702,655
511 - ELECTRIC FUND CAPITAL		\$1,950,000
515 - GAS FUND OPERATING		\$68,490,570
516 - GAS FUND CAPITAL		\$3,150,000
540 - SOLID WASTE FUND OPERATING		\$3,665,925
541 - SOLID WASTE FUND CAPITAL		\$204,500
555 - COMMUNITY & ECONOMIC DEVELOPMT		\$4,290,300
560 - STORMWATER FUND OPERATING		\$2,552,100
561 - STORMWATER FUND CAPITAL		\$1,000,000
610 - GROUP HEALTH FUND		\$9,856,900
615 - WORKERS COMPENSATION FUND		\$700,000
620 - FLEET SERVICE FUND		\$2,320,880
625 - RISK MANAGEMENT FUND		\$2,599,400
<b>Total</b>		<b>\$218,635,661</b>

Fiscal Year 2027  
Attachment B  
Capital Improvement Plan

Description	Coded Department	FY 2027	FY 2028	FY 2029	FY2030	FY2031	FY2032
<b>2023 SPLOST</b>	<b>AGREEMENT AMOUNT</b>	<b>\$7,248,558</b>	<b>\$7,427,458</b>	<b>\$5,844,891</b>			
<b>Cultural/Civic Facilities</b>	<b>Gov Bldgs</b>		\$524,362	\$125,985			
LAC Office Build Out	Gov Bldgs						
Bobby Sikes Back Stage & Plumbing	Gov Bldgs	\$0					
Bobby Sikes Rigging	Gov Bldgs		\$0	\$0			
Bobby Sikes Seating Replacement	Gov Bldgs		\$150,000	\$650,000			
<b>Recreational Facilities</b>	<b>Gov Bldgs</b>	\$300,619	\$1,188,431	\$1,022,906			
Lawn Playground Upgrades	Gov Bldgs						
<b>Parking Facilities</b>	<b>Engineering</b>		\$2,300,000				
<b>Downtown Parking</b>	<b>Engineering</b>			\$2,170,000			
245 W Crogan Prop Purchase (washburn office)	Engineering						
232 W. Pike Street (Huff)	Engineering	\$0					
Demo and New Parking (Culver St Prop)	Engineering						
290 S Perry	Engineering						
<b>Parking Depot</b>	<b>Engineering</b>			\$1,000,000			
Parking Lot 480 N Perry	Engineering	\$0					
<b>Roads, Streets, Bridges (City)</b>	<b>Streets</b>	\$0	\$565,510	\$50,000			
Street Resurfacing	Streets	\$500,000	\$500,000	\$500,000			
Downtown Raised Intersections	Engineering						
Gwinnett Dr Widening from Crogan to Nash	Engineering						
Lightnin Drive Extension	Engineering	\$598,055					
Pike Park Dr @ Pike St Traffic Signal	Engineering						
Springlake @ Papermill Roundabout	Engineering						
Collins Hill Industrial Way	Engineering	\$215,960					
Longleaf Dr @ Scenic Hwy Median	Engineering						
Transportation Masterplan	Engineering	\$250,000					
West Pike Safety Improvements (Corridor Study)	Engineering	\$70,000					
Greenway Trails	Engineering	\$4,575,985	\$1,599,155				
Lawrenceville Gateway Trail Head	Engineering						
<b>Pedestrian Improvements</b>	<b>Engineering</b>		\$189,000	\$326,000			
Honest Alley Improvements	Planning	\$550,000					
Pedestrian Bridge Concepts	Engineering						
<b>Utility System Improvements</b>							
Electric Meters	Electric	\$187,939	\$411,000				
Undefined	Electric						
		<b>\$7,248,558</b>	<b>\$7,427,458</b>	<b>\$5,844,891</b>	<b>\$0</b>	<b>\$0</b>	

Fiscal Year 2027  
Attachment B  
Capital Improvement Plan

Description	Coded Department	FY 2027	FY 2028	FY 2029	FY2030	FY2031	FY2032
<b>General Fund Capital</b>							
Art Commission Projects	Economic Development	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Locate Equipment	Damage Prevention	\$0	\$7,363	\$0	\$7,363	\$0	\$7,363
Vehicle Replacement Program	Fleet	\$1,825,000	\$1,910,000	\$2,005,000	\$2,105,250	\$2,210,510	\$2,321,040
2 Mobile Column Lifts	Fleet			\$25,000			
Floors Epoxy	Fleet						\$75,000
Saddle Jacks	Fleet	\$6,000					
134A A/C Machine	Fleet	\$7,500					
Aultell diagnostic Scanner	Fleet	\$6,000					
1234Y Freon A/C Machine	Fleet	\$10,000					
New oil reel for 0w20, 5w40, washer fluid	Fleet	\$45,500					
Air Compressor	Fleet	\$20,000	\$0				
Stick Welder	Fleet	\$7,500	\$0				
Hydraulic Hose Crimping Machine	Fleet	\$5,000	\$0				
New Oil Reel	Fleet	\$10,000	\$0				
Drill Press	Fleet	\$10,000	\$0				
Compressor for Service Truck	Fleet			\$6,500			
Oversize Tire Changer	Fleet			\$30,000			
Plasma Cutter	Fleet			\$6,000			
Tire Mounter	Fleet				\$12,000		
Tire Balancer	Fleet				\$15,000		
Fork Lift	Fleet					\$60,000	
Body Camera Data Migration	IT		\$100,000				
Upgrade Leased Servers	IT			\$100,000	\$100,000	\$100,000	\$100,000
Upgrade Backup System	IT	\$285,000			\$300,000		
SaaS Migration	IT		\$50,000	\$50,000	\$50,000		
Innovations & Software Solutions	IT	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
GIS Gas System / Migration to ESRI UN	IT		\$400,000	\$400,000	\$400,000		
GIS Drone & Training	IT	\$25,000					
Downtown S/W/Brick Impr/Repair	Gov Bldgs	\$0	\$20,000	\$85,000	\$20,000	\$80,000	\$80,000
Facilities - HVAC Upgrades (Citywide)	Gov Bldgs	\$80,000	\$80,000	\$106,000	\$100,000	\$80,000	\$630,000
Facilities - Exterior Maintenance (Citywide)	Gov Bldgs	\$202,000	\$60,000	\$102,000	\$60,000	\$242,000	\$50,000
Facilities - Interior Maintenance (Citywide)	Gov Bldgs	\$60,000	\$45,000	\$65,000	\$85,000	\$85,000	\$50,000
LAC Complex Maint	Gov Bldgs	\$100,000	\$100,000	\$100,000	\$100,000	\$300,000	\$100,000
Facilities Equipment	Gov Bldgs	\$40,000	\$20,000	\$20,000	\$80,000	\$20,000	\$50,000
Quite Zones North Clayton @ Maltbie	Engineering	\$1,750,000	\$0				
City Bridge Maintenance	Engineering	\$1,000,000	\$0				
Nottingham Dr Cul-de-Sac	Engineering	\$300,000	\$0				
Lawrenceville Hwy ADA Improvements	Engineering	\$200,000					
Undefined Large Road/S/W Improvements	Engineering	\$500,000	\$500,000	\$500,000	\$1,500,000	\$2,000,000	\$2,000,000
PEDESTRIAN BRIDGES	Engineering	\$500,000	\$0	\$0			
<b>RETAINING WALL REHABILITATION</b>	Engineering	<b>\$210,000</b>	<b>\$0</b>				
WINDER HWY ROAD IMPROVEMENTS	Engineering	\$200,000					
<b>ORANGE PARKING LOT EXPANSION</b>	Engineering	<b>\$300,000</b>					
INDUSTRIAL PARK DR - ROAD SAFETY IMPROVEMENTS	Engineering	\$100,000					
HONEST ALLEY	Engineering		\$0				

Fiscal Year 2027  
Attachment B  
Capital Improvement Plan

Description	Coded Department	FY 2027	FY 2028	FY 2029	FY2030	FY2031	FY2032
<b>244 &amp; 246 N PERRY- PED IMPROVEMENTS</b>	<b>Engineering</b>	<b>\$150,000</b>					
<b>EZZARD STREET PAVEMENT</b>	<b>Engineering</b>	<b>\$350,000</b>					
GUARDRAIL MAINT	Engineering	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
GREENWAY TRAILS	Engineering			\$0			
SIGNALIZED INTERSECTIONS- PIKE ST INTERSECTION	Engineering	\$0					
BENSON ST @ W PIKE- PED IMPROVEMENTS	Engineering	\$100,000	\$0				
Springlake @ Papermill Roundabout	Engineering		\$0				
GREENWAY TRAILS(Redland)	Engineering			\$0			
<b>New Vehicle</b>	<b>Public Works</b>	<b>\$50,000</b>					

Fiscal Year 2027  
Attachment B  
Capital Improvement Plan

Description	Coded Department	FY 2027	FY 2028	FY 2029	FY2030	FY2031	FY2032
Street Resurfacing	Streets	\$1,000,000	\$1,100,000	\$1,200,000	\$1,750,000	\$1,800,000	\$1,850,000
On-Call Striping	Streets	\$10,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Sidewalk Infill, Citywide	Streets	\$100,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Enclosed Cab Excavator	Streets			\$230,000			\$230,000
CDL Leaf Truck	Streets			\$200,000		\$200,000	\$200,000
Asphalt Hot Box	Streets				\$300,000		
Snow Plow & Anti- Ice Machine	Streets	\$50,000			\$80,000		
Bush Hog Tractor	Streets					\$110,000	
Rubber Tire Loader	Streets		\$240,000				
Water Trailer	Streets						\$8,000
Zero Turn Lawn Mower	Streets			\$6,000			
Vacuum Truck	Streets	\$550,000			\$550,000		\$550,000
Skid Steer	Streets					\$150,000	
		<b>\$10,284,500</b>	<b>\$4,982,363</b>	<b>\$5,586,500</b>	<b>\$7,964,613</b>	<b>\$7,787,510</b>	<b>\$8,651,403</b>
<b>Electric Fund</b>							
Overhead Maintenance	Electric	\$750,000	\$1,500,000	\$1,600,000	\$1,700,000	\$1,750,000	\$2,005,000
Infrastructure Improvements	Electric	\$500,000	\$1,450,000	\$850,000	\$850,000	\$850,000	\$955,000
Underground Maintenance	Electric	\$500,000	\$2,550,000	\$2,650,000	\$2,575,000	\$1,950,000	\$2,200,000
New Services (Reimbursable)	Electric	\$200,000	\$1,000,000	\$1,000,000	\$1,250,000	\$1,250,000	\$1,500,000
Equipment (New and Replacement)	Electric	\$0	\$500,000	\$0	\$0	\$200,000	\$400,000
		<b>\$1,950,000</b>	<b>\$7,000,000</b>	<b>\$6,100,000</b>	<b>\$6,375,000</b>	<b>\$6,000,000</b>	<b>\$7,060,000</b>
<b>Gas Fund</b>							
ERT Replacement	Gas					\$450,000	\$478,000
Pressure Improvements	Gas	\$2,150,000	\$2,450,000	\$1,000,000	\$1,500,000	\$3,000,000	\$5,650,000
New Mains & Services	Gas	\$1,000,000	\$1,500,000	\$2,500,000	\$2,600,000	\$2,700,000	\$2,800,000
Meter Change-Outs	Gas	\$0	\$600,000	\$625,000	\$650,000	\$675,000	\$700,000
Plastic Replacement	Gas	\$0	\$300,000	\$150,000	\$175,000	\$175,000	\$200,000
Equipment	Gas	\$0	\$160,000	\$430,000	\$180,000	\$250,000	\$700,000
System Valve Installation	Gas	\$0	\$0	\$100,000	\$100,000	\$100,000	\$150,000
Regulator Station Upgrades	Gas			\$650,000	\$650,000	\$8,000,000	\$8,000,000
Central Satellite Building	Gas						\$1,000,000
		<b>\$3,150,000</b>	<b>\$5,010,000</b>	<b>\$5,455,000</b>	<b>\$5,855,000</b>	<b>\$15,350,000</b>	<b>\$19,678,000</b>
<b>Solid Waste Fund</b>							
Recycle Bins	Sanitation	\$34,500		\$34,000		\$34,000	\$34,000
New Carts	Sanitation	\$0	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000
8 yard Dumpsters			\$90,000	\$90,000	\$90,000	\$90,000	\$90,000
8- Yard Garbage Truck Non-CDL	Sanitation	\$170,000		\$0			\$200,000
		<b>\$204,500</b>	<b>\$170,000</b>	<b>\$204,000</b>	<b>\$170,000</b>	<b>\$204,000</b>	<b>\$404,000</b>
<b>Storm Water Fund</b>							
Storm Water Maintenance	Stormwater	\$1,000,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000
		<b>\$1,000,000</b>	<b>\$1,300,000</b>	<b>\$1,300,000</b>	<b>\$1,300,000</b>	<b>\$1,300,000</b>	<b>\$1,300,000</b>
		<b>\$23,837,558</b>	<b>\$25,889,821</b>	<b>\$24,490,391</b>	<b>\$21,664,613</b>	<b>\$30,641,510</b>	<b>\$37,093,403</b>

	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2031
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Fiscal Year 2027  
 Attachment B  
 Capital Improvement Plan

Description	Coded Department	FY 2027	FY 2028	FY 2029	FY2030	FY2031	FY2032
SPLOST		\$7,248,558	\$7,427,458	\$5,844,891	\$0	\$0	\$0
General Fund		\$10,284,500	\$4,982,363	\$5,586,500	\$7,964,613	\$7,787,510	\$8,651,403
Speed Zone Camera		\$0	\$0	\$0	\$0	\$0	\$0
Electric		\$1,950,000	\$7,000,000	\$6,100,000	\$6,375,000	\$6,000,000	\$7,060,000
Gas		\$3,150,000	\$5,010,000	\$5,455,000	\$5,855,000	\$15,350,000	\$19,678,000
Solid Waste		\$204,500	\$170,000	\$204,000	\$170,000	\$204,000	\$404,000
StormWater		\$1,000,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000
		\$23,837,558	\$25,889,821	\$24,490,391	\$21,664,613	\$30,641,510	\$37,093,403

Fiscal Year 2027  
Attachment C  
Position Control

General Fund	FY 2027		FY 2026		FY 2025	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
City Manager	5		5		5	
Clerk	3		3		3	
Communications	6	0	6	0	4	0
Damage Prevention	13		13		13	
Econ & Community Development	12	4	10		5	
Engineering & Stormwater	7		7		6	
Finance	15	1	14	1	13	1
Customer Service	9		9		9	
Meter (Field Customer Service)	7		7		7	
Government Buildings	7		7		4	
Human Resources	4		5		5	
Risk Management	3					
IT/Data Processing	19		19		19	
Court	8		7		7	
Police	97	6	96	6	95	4
Public Works	1		1		1	
Public Utilities	1					
Planning & Development	8		8		8	
Code Enforcement	6		6		6	
Street	22		22		22	
<b>Total</b>	<b>253</b>	<b>11</b>	<b>245</b>	<b>7</b>	<b>232</b>	<b>5</b>
<b>Other Funds</b>						
E-911	13		13		13	
Water	0		0		0	
Electric	21		21	0	20	0
Gas	50	0	48	0	44	0
Sanitation	16	0	15		15	
Fleet	8	0	8	0	8	0
<b>Total</b>	<b>108</b>	<b>0</b>	<b>105</b>	<b>0</b>	<b>100</b>	<b>0</b>
<b>TOTAL</b>	<b>361</b>	<b>11</b>	<b>350</b>	<b>7</b>	<b>332</b>	<b>5</b>

New Positions:

- |            |                                       |
|------------|---------------------------------------|
| Court      | Deputy Court Clerk                    |
| Electric   | Lineman III                           |
| Finance    | Contract Manager                      |
| Gas        | Field Service Specialist I            |
| Gas        | Pressure Control Technician           |
| LAC        | LAC Operations Manager                |
| LAC        | PT- Patron Services Associate         |
| LAC        | Patron Services Supervisor            |
| Police     | Emergency Management/ Victim Services |
| Sanitation | Sanitation Supervisor                 |

- Add / Delete List
- Risk Management
- Risk Management

- Risk Analyst
- Safety and Training Specialist



# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: REGULAR MEETING, JUNE 22, 2026

AGENDA CATEGORY: COUNCIL BUSINESS NEW BUSINESS

- Item:** Contract Award - Electric Transformer Reconditioning & Repairs on Annual Contract (RP007-26)
- Department:** Electric
- Date of Meeting:** Monday, June 22, 2026
- Fiscal Impact:** \$400,000.00
- Presented By:** Kenneth Morris, Purchasing Director
- Action Requested:** Approval to award annual services contracts to Sunbelt Solomon and Emerald Transformers for Electric Transformer Reconditioning & Repairs on Annual Contract (RP007-26) in the estimated annual amount of \$400,000.00, with four (4) one-year renewal options. The final contracts will be prepared by staff and submitted to the City Clerk for City Attorney review and approval prior to execution.

**Summary:** In April 2026, the City solicited a Request for Proposals (RP007-26) for on-demand Electric Transformer Reconditioning & Repairs on an annual contract with four (4) options to renew. The contract service providers will be responsible for testing of out of service transformers and reconditioning or repairs that involve: sanding, painting, leak repair, replacing decals, replacement of non-working parts to bring the transformer back to working condition. Reconditioning work would be classified by work that would increase value and prolong the life of the transformer. Restored transformers may be reinstalled at various locations for continued use throughout the City.

Two (2) of the three (3) proposals submitted a score of 80 or higher meeting expectations set by the review committee based on relevant experience with public utility repair service needs, capacity, availability, and rate comparison costs. Staff reviewed qualifications, compliance requirements, and pricing and determined responsiveness and reasonability of proposals. Staff recommends awards to Sunbelt Solomon and Emerald Transformers.

**Fiscal Impact:** Funding is available within the Electric Fund Operating Repair and Maintenance Equipment (5104610-522240) and Capital (06-037 – Overhead Maintenance & 06-039 Underground Maintenance) budgets. Actual expenditures will vary based on authorized work assignments.

**Concurrences:** Other departments, agencies, personnel, who agree and have formally supported.

**Attachments/Exhibits:**

- RP007-26 Score Tab.pdf
- RP007-26 Bid Cert.pdf

**RP007-26**  
**Transformer Reconditioning & Repairs**  
**Electric**

			Florida Transformer (DBA Emerald)	Sunbelt Solomon	Transfluid
ITEM #	POINTS ALLOCATED	CRITERIA	TOTAL POINTS	TOTAL POINTS	TOTAL POINTS
1	25	Relevant Experience	24.67	25	21
2	25	Services	24.67	25	22.33
3	25	Capacity/Availability	22.67	25	20.33
4	25	Cost	15	25	10
<b>TOTAL</b>			<b>87.01</b>	<b>100</b>	<b>73.66</b>
5		Optional Interview	N/A	N/A	N/A
<b>100</b>		<b>TOTAL WITH INTERVIEWS</b>	<b>87.01</b>	<b>100</b>	<b>73.66</b>

**Recommended Vendor:**

**Primary** Sunbelt Solomon

**Secondary** Emerald Transformer

**PROPOSAL SCORE TABULATION**

**Transformer Reconditioning & Repairs  
Electric**



# LAWRENCEVILLE

GEORGIA

## Solicitation Award Checklist

Solicitation Name: RP007-26 Electric Transformer Reconditioning & Repairs

### Purchasing Procedural Requirements

Addenda Acknowledgement	Received	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Bid Bond	Received	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Bid Schedule	Received	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Certificate of Insurance	Received	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
E-Verify	Received	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Non-Collusion Affidavit	Received	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Secretary of State Registered	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

Purchasing Signature Kenneth Morris

### Department / Stakeholder

Meets technical requirements as stated	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
References checked	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Statement of Bidders Qualifications	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

Department Signature Michael Tatum



# LAWRENCEVILLE

## GEORGIA

AGENDA REPORT  
MEETING: REGULAR MEETING, JUNE 22, 2026  
AGENDA CATEGORY: COUNCIL BUSINESS NEW BUSINESS

- Item:** IGA with DDA for Central Block Economic Incentives
- Department:** City Manager
- Date of Meeting:** Monday, June 22, 2026
- Fiscal Impact:** \$196,000
- Presented By:** Barry Mock, Assistant City Manager
- Action Requested:** Approve the IGA with the DDA as presented, and grant authorization for the Mayor to execute said agreement subject to review by the City Attorney.

**Summary:** The City and the DDA previously entered into an IGA allowing the DDA to sell the Central Block assemblage to a residential developer for a strategic economic development project. Part of the DDA agreement with the developer was the provision for 3 economic incentives to the buyer. Those incentives include:

Waiving the electrical connection fee for each of the 63 houses

Transferring existing SDC credits that the City has with Gwinnett County DWR

Assisting with possible sidewalk repairs along Gwinnett Drive & W Crogan St

This IGA details the transfer of those incentives from the City to the DDA, upon which the DDA can then provide to the buyer of the Central Block project. The IGA details how the incentives shall be conveyed, and details how any remaining incentives shall be transferred back to the City after the specified timeframe has expired.

**Fiscal Impact:** \$196,000

**Attachments/Exhibits:**

- IGA for Kittle Property.docx
- IGA for Kittle Property exb A.pdf

**INTERGOVERNMENTAL AGREEMENT**

**Central Block Project**

This INTERGOVERNMENTAL AGREEMENT (“IGA”) is made and entered into as of the \_\_\_ day of \_\_\_\_\_, 2026, by and between the CITY OF LAWRENCEVILLE, GEORGIA, a Georgia municipal corporation in the State of Georgia (the “City”), and the DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF LAWRENCEVILLE, GEORGIA, a public corporation created and existing under the laws of the State of Georgia (the “DDA”).

**WITNESSETH:**

**WHEREAS**, the DDA was created pursuant to the provisions of Article IX, Section VI, Paragraph III of the Constitution of the State of Georgia, the Downtown Development Authorities Law of the State of Georgia, O.C.G.A. § 36-42-1, *et seq.*, as amended, and an activating resolution of the Council of the City of Lawrenceville, duly adopted on November 7, 1983, as amended, and is now existing and operating as a public body corporate and politic, and

**WHEREAS**, in order to encourage the development and revitalization of its downtown business district, the Mayor and Council of the City of Lawrenceville duly adopted the Resolution on November 7, 1983, creating the DDA and designating a geographic area to be known as the Downtown Development Area, which area has since been altered from time to time; and

**WHEREAS**, on or about May 7, 2026, the DDA did transfer certain properties to KH Grove Park Village, LLC, which properties will be used by KH Grove Park Village, LLC for redevelopment purposes; and

**WHEREAS**, said properties are further described on Exhibit A which is attached hereto and incorporated herein by reference and are located within the geographic boundaries of the Downtown Development Area, (said property is hereinafter referred to as the KH Property); and

**WHEREAS**, in order to induce KH Grove Park Village, LLC to develop the KH Property in a manner that will provide for greater economic development for the City of Lawrenceville, the DDA agreed to an amendment to the Purchase and Sale Agreement with KH Grove Park Village, LLC on the day of closing to provide certain economic incentives to KH Grove Park Village, LLC.

**NOW, THEREFORE**, for and in consideration of \$10.00 (Ten Dollars) in hand paid and for the mutual promises and covenants set forth herein, the amounts set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and the DDA do hereby agree as follows:

1. The DDA received the amount of Two Million Six Hundred Eighty-Three Thousand One Hundred Fifteen Dollars (\$2,683,115.00) from KH Grove Park Village, LLC as consideration for the KH Property.
2. Under the terms of an Intergovernmental Agreement between the City and the DDA, dated December 17, 2021, the DDA is required to transfer all sales proceeds from the KH Property transaction to the City as consideration for the KH Property that was transferred to the DDA under the terms of the Intergovernmental Agreement.
3. The City hereby authorizes the DDA to retain the amount of One Hundred Twenty Six Thousand Dollars (\$126,000.00) from the sales proceeds received by the DDA in the KH Property transaction to be used to fund an escrow account to fund electrical connection fees for the homes to be built by KH Grove Park Village, LLC on the KH Property. KH Grove Park Village, LLC may be reimbursed up to Two Thousand Dollars (\$2000.00) for each electric fee connection purchased from the City of Lawrenceville for any home constructed on the KH Property on or before May 7, 2031, up to a maximum of sixty-three (63) homes. If any funds remain in the escrow account on May 7, 2031, the remainder of the funds shall be transferred to the City.
4. The City currently has water and sewer connection credits in the amount of Three Hundred Thirty-Five Thousand Four Hundred Eighty-Eight Dollars (\$335,488.00) with the Gwinnett County Department of Water Resources under an agreement related to the KH Property. The City hereby transfers these credits to the DDA and authorizes the DDA to enter into an agreement with KH Grove Park Village, LLC for the use of these credits to be used to pay for water and sewer connections for homes to be built on the KH Property. The agreement may provide for KH Grove Park Village, LLC to use a credit not to exceed Five Thousand Two Hundred Seventy-Five Dollars (\$5,275.00) per house for a maximum of sixty-three (63) houses. If any credits remain on May 7, 2031, said credits shall be reconveyed to the City.
5. The City hereby authorizes the DDA to retain an additional Seventy Thousand Dollars (\$70,000.00) of the sales proceeds from the KH Property transaction to be placed in an escrow account and used to reimburse KH Grove Park Village, LLC for actual costs of constructing sidewalks along public street frontage of the KH Property on Gwinnett Drive and Lawrenceville Parkway. The funds may only be used to reimburse KH Grove Park Village, LLC for actual costs incurred in sidewalk construction. If sidewalk construction has not been commenced by KH Grove Park Village, LLC on or before June 1, 2028, the funds in the escrow account shall be transferred to the City. Any funds remaining in the escrow account on May 7, 2031, shall be transferred to the City.
6. The Mayor, Mayor Pro Tem, City Manager, City Clerk, and City Attorney, and/or their appropriate designees are hereby authorized to complete the transfer of funds and credits as set forth in this IGA and to take any and all action necessary and appropriate to carry out the intent of this IGA between the parties. The appropriate

representatives of the DDA are hereby authorized to enter into such agreements as needed with KH Grove Park Village, LLC to carry out the intent of this IGA.

- 7. This IGA and the rights and obligations of the parties hereto shall be governed, construed and interpreted according to the laws of the State of Georgia.
- 8. This IGA expresses the entire understanding and agreement between the parties hereto.
- 9. The invalidity of any one or more phrases, sentences, clauses or sections contained in this IGA shall not affect the remaining portions of this IGA or any part thereof.
- 10. This IGA may be executed in several counterparts, each of which shall be an original, and all of which shall constitute one and the same instrument.
- 11. No waiver, amendment, release, modification of this IGA shall be effective unless made in writing and executed by both parties hereto and properly approved in accordance with the provisions of Georgia law.

**CITY OF LAWRENCEVILLE, GEORGIA**

Date Signed: \_\_\_\_\_

By: \_\_\_\_\_  
David R. Still, Mayor

Attest \_\_\_\_\_  
Karen Pierce, City Clerk

(City Seal)

**DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF LAWRENCEVILLE, GEORGIA**

Date Signed: \_\_\_\_\_

By \_\_\_\_\_  
Chairman

Attest \_\_\_\_\_  
Secretary

(Authority Seal)



LAND DESCRIPTION  
OVERALL

All that tract or parcel of land lying and being in Land Lots 142& 143 of the 5th Land District, City of Lawrenceville, Gwinnett County, Georgia and being more particularly described as follows:

To find **THE POINT OF BEGINNING**, Commence at a Concrete Monument Found at the Northerly end of the Mitered Right-of-Way of the Northeasterly Right-of-Way of Gwinnett Drive (F.K.A. Fair Street, R/W Varies) and the Southeasterly Right-of-Way of U.S. Highway 29 (A.K.A. S.R. 8, Lawrenceville Highway, Crogan Street, 60' R/W), said point being **THE POINT OF BEGINNING**.

THENCE from said point as thus established and continuing along said Right-of-Way of U.S. Highway 29 for the following three (3) courses and distances along a curve to the left having a radius of 3319.04 feet and arc length of 141.23 feet being subtended by a chord of North 49 degrees 28 minutes 37 seconds East for a distance of 141.22 feet to a 5/8" Rebar Found with Cap (Geosurvey, LSF621); THENCE with a compound curve to the left having a radius of 3319.04 feet and arc length of 125.78 feet being subtended by a chord of North 47 degrees 04 minutes 39 seconds East for a distance of 125.77 feet to a 1/2" Rebar Found with Cap (LSF313); THENCE with a compound curve to the left having a radius of 3319.04 feet and arc length of 217.65 feet being subtended by a chord of North 44 degrees 16 minutes 14 seconds East for a distance of 217.61 feet to a 1/2" Rebar Found with Cap (LSF313); THENCE leaving said Right-of-Way, South 39 degrees 02 minutes 05 seconds East for a distance of 208.34 feet to a 1/2" Open Top Pipe; THENCE South 38 degrees 44 minutes 07 seconds East for a distance of 388.48 feet to a 1/2" Rebar Found; THENCE South 38 degrees 41 minutes 52 seconds East for a distance of 400.59 feet to a 1/2" Rebar Found with Cap (LSF313) on the land lot line common to land lots 142 & 143; THENCE traveling along said land lot line, South 60 degrees 14 minutes 59 seconds West for a distance of 138.10 feet to a 1/2" Rebar Found; THENCE leaving said land lot line, South 30 degrees 00 minutes 55 seconds East for a distance of 255.07 feet to a 1/2" Rebar Found with Cap (LSF313); THENCE South 30 degrees 53 minutes 35 seconds East for a distance of 32.18 feet to a 1/2" Rebar Found with Cap (LSF313) on the Northerly Right-of-Way of Nash Street (R/W Varies); THENCE traveling along said Right-of-Way for the following two (2) courses and distances, South 63 degrees 30 minutes 10 seconds West for a distance of 107.67 feet to a 1/2" Rebar Found with Cap (LSF313); THENCE along a curve to the left having a radius of 3070.00 feet and arc length of 208.45 feet being subtended by a chord of South 61 degrees 33 minutes 27 seconds West for a distance of 208.41 feet to a 1/2" Rebar Found with Cap (LSF313); THENCE leaving said Right-of-Way, North 21 degrees 17 minutes 00 seconds West for a distance of 71.41 feet to a 1/2" Rebar Found with Cap (LSF313); THENCE North 21 degrees 17 minutes 00 seconds West for a distance of 116.00 feet to a Nail Found; THENCE North 78 degrees 12 minutes 46 seconds West for a distance of 50.00 feet to a 1/2" Rebar Found with Cap (LSF313); THENCE North 30 degrees 17 minutes 20 seconds West for a distance of 90.04 feet to a Nail Found inside a 2" Open Top Pipe Found; THENCE South 60 degrees 20 minutes 54 seconds West for a distance of 233.97 feet to an Iron Pin Set on the aforesaid Right-of-Way of Gwinnett Drive; THENCE

traveling along said Right-of-Way for the following ten (10) course and distances along a curve to the left having a radius of 12692.50 feet and arc length of 289.18 feet being subtended by a chord of North 30 degrees 42 minutes 41 seconds West for a distance of 289.17 feet to an Iron Pin Set; THENCE South 60 degrees 26 minutes 49 seconds West for a distance of 1.63 feet to a 1" Open Top Pipe; THENCE North 29 degrees 53 minutes 49 seconds West for a distance of 100.16 feet to a 3/4" Open Top Pipe Found; THENCE North 29 degrees 07 minutes 18 seconds West for a distance of 74.76 feet to a 1/2" Open Top Pipe Found; THENCE along a curve to the right having a radius of 1109.92 feet and arc length of 74.80 feet being subtended by a chord of North 23 degrees 09 minutes 10 seconds West for a distance of 74.79 feet to an Iron Pin Set; THENCE with a compound curve to the right having a radius of 1109.92 feet and arc length of 25.26 feet being subtended by a chord of North 20 degrees 34 minutes 28 seconds West for a distance of 25.26 feet to a 5/8" Rebar Found with Cap (Geosurvey, LSF621); THENCE with a compound curve to the right having a radius of 1109.92 feet and arc length of 14.40 feet being subtended by a chord of North 20 degrees 08 minutes 35 seconds West for a distance of 14.40 feet to a PK Nail Found; THENCE North 20 degrees 14 minutes 33 seconds West for a distance of 62.53 feet to a 1/2" Rebar Found (Disturbed); THENCE North 19 degrees 58 minutes 40 seconds West for a distance of 74.87 feet to a 5/8" Rebar Found with Cap (Geosurvey, LSF621); THENCE North 19 degrees 58 minutes 28 seconds West for a distance of 107.70 feet to a 5/8" Rebar Found with Cap (Geosurvey, LSF621) on the Southerly end of the aforesaid Mitered Right-of-Way of Gwinnett Drive & U.S. Highway 29; THENCE travelling along said Miter; North 16 degrees 43 minutes 13 seconds East for a distance of 26.71 feet to a Concrete Monument Found, said Point being **THE POINT OF BEGINNING**.

Said property contains 14.770 Acres.