



AGENDA
COUNCIL MEETING
4040 S. BERKELEY LAKE RD.
BERKELEY LAKE, GEORGIA 30096
MAY 15, 2025

7:00 PM Work Session
8:00 PM Formal Session

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

WORK SESSION

CALL TO ORDER

AGENDA

PUBLIC HEARING

CONSENT AGENDA

- a) Minutes of April 10, 2025, Special Called Council Meeting
- b) Minutes of April 10, 2025, Special Called Council Work Session
- c) Financial Statements of March 2025 – Unaudited

OLD BUSINESS

NEW BUSINESS

- a) Berkeley Lake Homeowners' Association Request for Lake Lowering
- b) Proposal for Audio/Visual Upgrades to Council Chambers

EXECUTIVE SESSION *(if needed)*

CITIZEN COMMENTS

ADJOURNMENT

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



**SPECIAL CALLED COUNCIL MEETING
4040 SOUTH BERKELEY LAKE ROAD
BERKELEY LAKE, GEORGIA 30096**

**DRAFT MINUTES
APRIL 10, 2025**

ATTENDANCE

Mayor: Lois Salter

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

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

Members of the Public: 2

Members of the Press: 0

CALL TO ORDER

Salter called the meeting to order at 8:02 PM and noted there was a quorum of council members in attendance, though Rebecca Spitler was absent.

AGENDA

Salter solicited a motion regarding the agenda.

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

PUBLIC HEARING

a) O-25-256 – 2024 Budget Amendment

Salter solicited comments regarding the 2024 Budget Amendment.

There were no comments.

CONSENT AGENDA

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

a) Minutes of March 20, 2025, Council Meeting

b) Minutes March 20, 2025, Council Work Session

c) Financial Statements of February 2025 – Unaudited

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

OLD BUSINESS

a) O-25-256 – 2024 Budget Amendment

Threadgill: O-25-256 is a housekeeping measure to identify a final status of expenses and revenues for 2024. I am requesting that council place the item on second read and adopt the amended budget.

McDaniel made a motion to place O-25-256, an ordinance to amend the budget for the year 2024, to repeal conflicting ordinances, to provide for an effective date and for other purposes, on second read and to adopt the amended budget. Hammond seconded the motion. All were in favor and the motion passed.

b) O-25-257 – Amendment to Chapter 70, Utility Accommodation

Threadgill: The city subscribes to the Telecommunications & Right of Way Management Service provided by the Georgia Municipal Association. As part of that service, the city receives recommendations on updates to applicable ordinances. In late January, a model ordinance was recommended to strengthen cities' standards relative to utility work within the right-of-way. The amendment is up for second read consideration and adoption.

Lee made a motion to place O-25-257, an ordinance to amend Chapter 70, Article II, Utility Accommodation, to repeal conflicting ordinances, to provide for an effective date and for other purposes, on second read and to adopt the amendment. McDaniel seconded the motion. All council members were in favor and the motion passed.

NEW BUSINESS

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

Threadgill: The 2025 Paving Project consists of milling, patching and resurfacing approximately 4,200 linear feet of asphalt pavement in the Berkeley Commons and Berkeley Field subdivisions as well as the application of high-density mineral bond, a pavement preservation technique, to 3,650 linear feet of asphalt pavement in the River Mansions subdivision. The project was put out to bid in accordance with state law. Bids were opened on April 3, 2025. The City Engineer recommends awarding the bid to Garrett Paving Company, Inc. in the amount of \$331,092.99. He further recommends approval of a contingency in the amount of 10% of the project cost for a total of \$364,202.29. The project is anticipated to be funded by SPLOST and LMIG.

Geier made a motion to authorize the Mayor to enter into a contract for the 2025 Paving Project with Garrett Paving Company, Inc. in the amount of \$331,092.99 subject to approval

as to form by the City Attorney and to further authorize a contingency in the amount of \$33,109.30. Lee seconded the motion. All council members were in favor and the motion passed.

b) 2025 Estimated Rollback Rate Certification

Threadgill: House Bill 581 requires levying authorities to certify an estimated rollback rate to be included in annual notices of assessment. Staff and the Finance Committee met on April 4, 2025, to determine a recommended estimated rollback rate for council's approval and certification. It was decided to set the estimated rollback rate at the 2024 millage rate, 1.254 mils.

Hammond made a motion to set the 2025 estimated rollback rate at 1.254 mils. Geier seconded the motion. All council members were in favor and the motion passed.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

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

Salter adjourned the meeting at 8:08 PM.

Submitted by:

Leigh Threadgill, City Clerk



**SPECIAL CALLED COUNCIL WORK SESSION
4040 SOUTH BERKELEY LAKE ROAD
BERKELEY LAKE, GEORGIA 30096
DRAFT MINUTES
APRIL 10, 2025**

ATTENDANCE

Mayor: Lois Salter

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

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

Members of the Public: 2

Members of the Press: 0

WORK SESSION

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

The work session was adjourned.

Submitted by:

Leigh Threadgill, City Clerk

City of Berkeley Lake

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

January - March, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
100 100 General	292,569.12	1,272,301.00	-979,731.88	23.00 %
320 320 SPLOST Income	124,807.43	1,895,652.00	-1,770,844.57	6.58 %
Total Income	\$417,376.55	\$3,167,953.00	\$ -2,750,576.45	13.17 %
GROSS PROFIT	\$417,376.55	\$3,167,953.00	\$ -2,750,576.45	13.17 %
Expenses				
1 Gen Govt	112,726.23	604,943.00	-492,216.77	18.63 %
2 Judicial	140.00	9,439.00	-9,299.00	1.48 %
230 ARP Act Expenses 230		0.00	0.00	
3 Public Safety	29,264.78	171,968.00	-142,703.22	17.02 %
4 Public Works	33,795.19	170,240.00	-136,444.81	19.85 %
6 Culture and Recreation	1,894.78	21,990.00	-20,095.22	8.62 %
7 Housing and Development	21,291.70	238,578.00	-217,286.30	8.92 %
9000.61.1100 Xfer Out - Reserve Fund		55,142.00	-55,142.00	
SPLOST Expenses	10,222.50	1,895,653.00	-1,885,430.50	0.54 %
Total Expenses	\$209,335.18	\$3,167,953.00	\$ -2,958,617.82	6.61 %
NET OPERATING INCOME	\$208,041.37	\$0.00	\$208,041.37	0.00%
NET INCOME	\$208,041.37	\$0.00	\$208,041.37	0.00%

City of Berkeley Lake

Income & Expense

March 2025

	TOTAL
Income	
100 100 General	70,983.92
320 320 SPLOST Income	41,744.61
Total Income	\$112,728.53
GROSS PROFIT	\$112,728.53
Expenses	
1 Gen Govt	34,406.73
2 Judicial	140.00
3 Public Safety	10,665.35
4 Public Works	13,730.53
6 Culture and Recreation	1,095.08
7 Housing and Development	3,201.95
SPLOST Expenses	2,478.75
Total Expenses	\$65,718.39
NET OPERATING INCOME	\$47,010.14
NET INCOME	\$47,010.14

City of Berkeley Lake

Balance Sheet

As of March 31, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Debt Service Fund	0.00
General Fund	4,965,766.62
SPLOST Fund	1,472,146.73
Suspense 1.11.1000	0.00
Total Bank Accounts	\$6,437,913.35
Accounts Receivable	
Accounts Rec 1.11.1900.1	23,161.80
Total Accounts Receivable	\$23,161.80
Other Current Assets	
1.11.27 Grant Receivable	0.00
Accounts Rec - SPLOST 1.11.2000	79,980.00
AccountsRec-OtherTax1.11.1900.2	0.00
Franchise Tax Rec 1.11.1550	36,000.00
Interest Receivable 1.11.1400	0.00
Prepaid Expense 1.11.3600	0.00
Prepaid items 1.11.3800	0.00
Taxes Receivable 1.11.1600	18,761.00
Undeposited Funds 1.11.1114	483.39
Total Other Current Assets	\$135,224.39
Total Current Assets	\$6,596,299.54
Fixed Assets	
Building & Improvements 1.11.7400	1,770,036.08
Computer Equipment 1.11.6700	48,172.61
Furniture & Fixtures 8.11.7700	71,493.47
Land 8.11.7100	9,392,320.74
Machinery & Equipment 1.11.6500	173,026.24
Total Fixed Assets	\$11,455,049.14
Other Assets	
Accum amort - bond cost	0.00
Amt avail 4 debt svc 9.11.9100	0.00
Bond issuance cost	0.00
Loan Receivable - Facilities	0.00
Loan Receivable - Paving	0.00
To be prov 4 debt 1.11.7500	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$18,051,348.68

City of Berkeley Lake

Balance Sheet

As of March 31, 2025

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable 1.12.1100	15,054.73
Operating AP	0.00
SPL2005 Admin Facil- City H-AP*	0.00
SPLOST account - Suntrust-AP*	0.00
Total Accounts Payable	\$15,054.73
Credit Cards	
Anderson Credit Card (8186)	359.35
BOZEMAN, MARTY (0241)	0.00
Hiller Credit Card (8402)	46.00
Hunter Credit Card (0891)	79.93
Threadgill Credit Card (3322)	504.26
Wilhite Credit Card (1132)	0.00
Total Credit Cards	\$989.54
Other Current Liabilities	
*Sales Tax Payable	0.00
1.12.28 Bonds payable - current	0.00
Accounts Payable Accruals-L*	0.00
Accounts payable-L 1.12.1100.2	0.00
Accrued Expenses 1.12.1150	0.00
Accrued Interest Payable	0.00
Accrued Salaries 1.12.1200	0.00
Accrued SPLOST Expenses 2.12.1250	0.00
Deferred revenue 1.12.2500	21,882.20
Direct Deposit Payable	-0.01
MyGov	-1,705.50
Payroll Liabilities	66.10
PR Tax Payable - Fed 1.12.1300	0.00
PR Tax Payable - State 1.12.1310	0.00
PTO Accrual	11,739.24
Regulatory Fees Payable	26,253.29
Retainage Payable	0.00
Total Other Current Liabilities	\$58,235.32
Total Current Liabilities	\$74,279.59

City of Berkeley Lake

Balance Sheet

As of March 31, 2025

	TOTAL
Long-Term Liabilities	
Gen Oblig Bond Payable 1.12.3000	0.00
GOB Payable - 2009 1.12.3000.2	0.00
GOB Payable - 2011 1.12.3000.3	0.00
GOB Payable - 2012 1.12.3000.4	0.00
SPLOST Loan Payable - Paving	0.00
SPLOST Loan Payable Facilities	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$74,279.59
Equity	
Fund Bal Unrsvd 1.13.4220	4,940,959.13
Investmt in fixedassets 1.13.4K	11,327,229.85
Opening Bal Equity	0.00
Reserve for prepaids 1.13.4125	0.00
Reserved for Debt Service	0.00
Restricted for Debt Svc 1.13.4105	0.00
Restricted4CapitalProj 1.13.4155	1,496,954.22
Retained Earnings 1.13.3000	3,884.52
Net Income	208,041.37
Total Equity	\$17,977,069.09
TOTAL LIABILITIES AND EQUITY	\$18,051,348.68



April 24, 2025

Leigh Threadgill, City Administrator
The City of Berkeley Lake
4040 South Berkeley Lake Road, NW
Berkeley Lake, GA 30096-3016

On behalf of the Berkeley Lake Homeowners Association (BLHA) Board and the Lake Management Committee, I am writing to formally initiate the required process for the planned lowering of Berkeley Lake in 2026. This effort is intended to facilitate essential homeowner repairs to docks and seawalls, as well as silt removal, in accordance with the city's guidelines.

We deeply appreciate the ongoing support and collaborative spirit of City personnel in these ventures. Your partnership has been instrumental in ensuring that our lake management activities align with city guidance and best practices, and we are grateful for your participation as we move forward with this important project.

In addition to supporting immediate maintenance needs, this project is part of our long-term stewardship plan to conduct lake lowerings every five years. Establishing a regular maintenance cycle will help preserve the ecological balance, maintain infrastructure integrity, and maintain the recreational value of Berkeley Lake for all residents.

As part of our submission, we have provided an overview document containing the project timeline, justification, and detailed guidelines for the proposed lake lowering process. This includes information on the planned lowering and refill schedule, environmental considerations, and homeowner preparation and permitting resources.

We look forward to your review of our materials and to working closely with the City of Berkeley Lake throughout the implementation process. Please let us know if you require any additional information or clarification.

Thank you again for your partnership and for the City's continued commitment to the health and sustainability of Berkeley Lake.

Sincerely,

Chris Sportl
BLHA President

Berkeley Lake Homeowners Association

Lake Lowering Information and Proposal



Prepared by Buddy Booker
Director of Lake Management
lake@berkeleylake.org

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Purpose & Rationale for Lake Lowering



Maintenance and Upkeep

Lowering the lake creates an optimal window for essential repairs and property maintenance that is difficult to perform when the water level is full.

Homeowners can inspect and restore docks, seawalls, and shoreline structures, addressing wear and damage before issues escalate.

Ecological Enhancement

A temporary drawdown promotes natural sediment compaction, which reduces excess nutrients that could lead to harmful algae blooms.

Exposing the lakebed supports the re-establishment of native vegetation, fostering improved water clarity and healthy aquatic habitats.

Facilitating Long-Term Sustainability

This scheduled lowering is part of a proactive, recurring maintenance cycle (every five years) designed to sustain both property value and ecological balance over time.

The five-year schedule also prevents silt from accumulating unchecked in the lake, supporting a healthier aquatic environment.

It provides a balanced opportunity to manage the lake's natural systems and maintain safe, attractive waterfronts for the community.

Benefits of Lake Lowering



By temporarily lowering the lake, we enhance water quality, boost native habitats, and empower homeowners to perform essential repairs, fostering a sustainable, vibrant community environment.

Improved Water Quality

Exposed lakebed promotes sediment compaction and nutrient reduction, leading to clearer water and fewer algal blooms.

Enhanced Native Habitat

Lowering supports fish spawning areas, encourages native vegetation regrowth, and helps control invasive species.

Homeowner Maintenance Benefits

Reduced water levels facilitate efficient repairs and maintenance of docks, seawalls, and other waterfront structures.
Facilitates siltation removal.



Proposed Timeline & Detailed Schedule

Lowering Period: January 5 - January 22, 2026

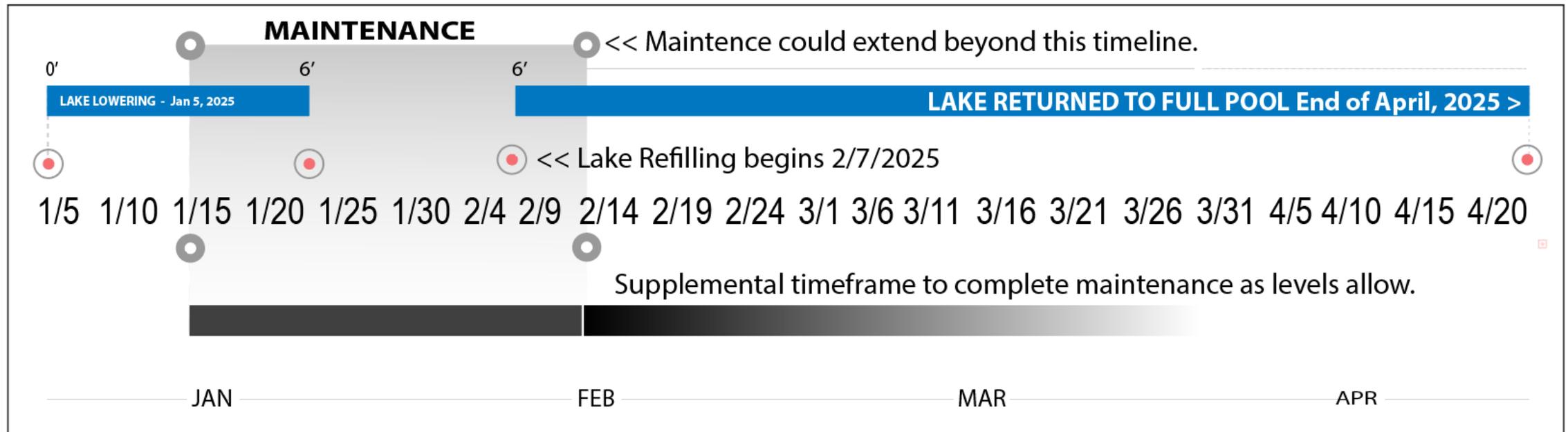
Lowering 6 feet over 18 days, minimizing ecological stress.

Repair & Maintenance Window: January 15 - February 13, 2026

Overlap period for homeowners to complete scheduled repairs.

Refilling Period: February 7 - Apr 25, 2026

Gradual refill over approximately 80 days. Based on average rainfall.



Environmental Considerations



The controlled lake drawdown improves water quality, protects aquatic ecosystems, and rejuvenates native habitats by reducing nutrient loads, encouraging sediment compaction, and identification of invasive species if any.

Adaptive Ecosystem Protection

The gradual drawdown minimizes stress on aquatic species, allowing native organisms to adapt naturally. This controlled process supports long-term ecosystem stability.

Improved Water Quality

Exposing the lakebed promotes sediment compaction and oxidation, reducing nutrient overload and lowering the risk of harmful algal blooms during the refill process.

Enhanced Habitat Restoration

The temporary lowering facilitates the re-establishment of native vegetation, leading to healthier fish spawning areas and a balanced aquatic environment.

Stakeholder Coordination and Communication



Homeowner, agency, and environmental collaboration drives project success. Transparent communication, consistent updates, and a coordinated decision-making process ensure smooth, efficient lake lowering implementation for all.

Homeowner Engagement

Provide regular, clear updates and guidance to keep homeowners fully informed and prepared.

City Government Coordination

Foster strong collaboration with local government and agencies for oversight and resource support.

Transparent Public Communication

Maintain open channels and periodic briefings to share progress, gather feedback, and build community trust.

Monitoring & Downstream Impact Mitigation



Proactive monitoring and mitigation measures during the controlled drawdown ensure minimal downstream impact through scheduled inspections, adaptive management, and collaborative efforts to protect water quality.

Controlled Drawdown

Adhering to a 6 foot over 18-day rate minimizes sediment transfer and prevents abrupt ecological disturbances.

Scheduled Inspections

Regular monitoring by city personnel and BLHA volunteers help detect any downstream impact for prompt action.

Adaptive Management

Real-time data collection allows adjustments to maintain water quality and safeguard downstream habitats.

Permitting and City Hall Coordination



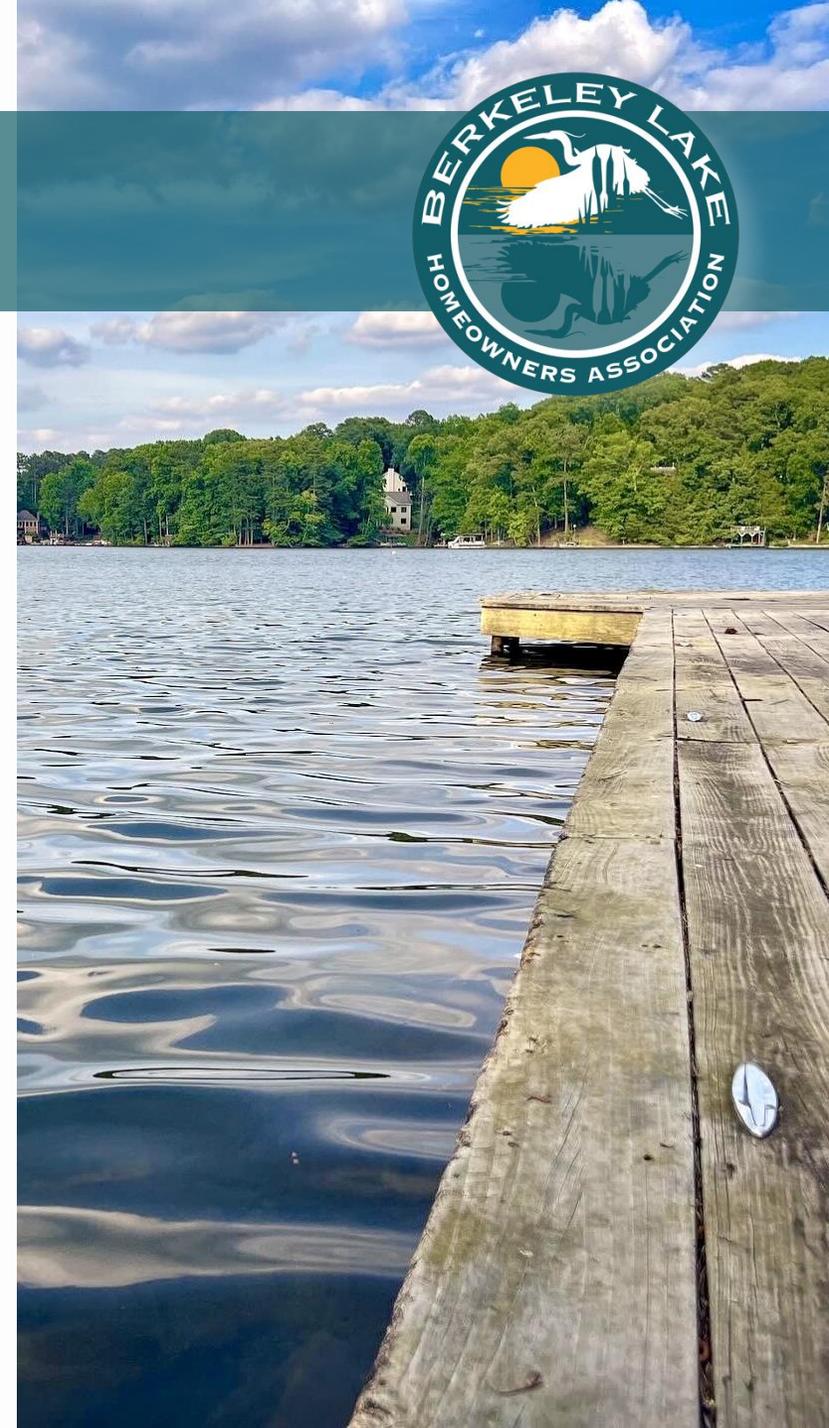
Instructions to Homeowners

- Before beginning any construction, repairs, or shoreline modifications during the lake lowering period, homeowners must contact City Hall to determine if a permit is required for their planned activities.
- Securing the proper permits is the homeowner's responsibility. Projects such as dock repairs, seawall construction, erosion control measures, and other shoreline improvements often require city approval.
- Do not commence work without confirmation from City Hall that all necessary permits have been obtained. This ensures compliance with city ordinances and helps avoid delays or penalties.
- If you are hiring contractors, ensure they are aware of the permitting process and that all documentation is in place before work begins.

For questions and permitting requirements, contact City Hall

Email: clerk@berkeleylake.com

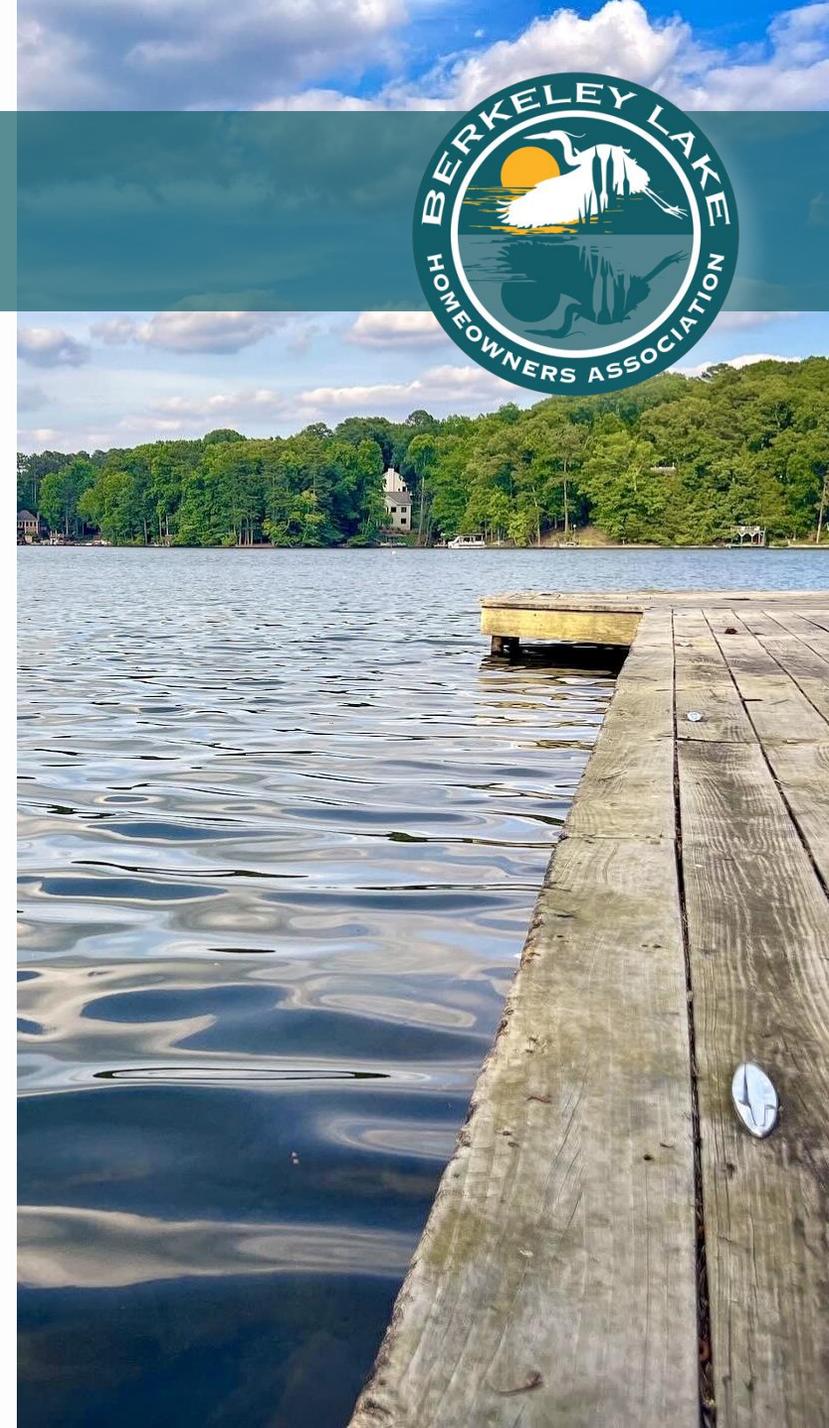
Phone: 770-368-9484



Homeowner Checklist



- ✓ Inspect docks, seawalls, and shoreline structures for needed repairs or reinforcement.
- ✓ Plan and schedule contractors well in advance, as the window for lakebed access is limited.
- ✓ Remove or secure boats to prevent damage as water levels drop. Check the lakebed for debris or hazards beneath boats.
- ✓ Prepare for possible removal of organic debris (branches, leaves) from exposed coves and shorelines to prevent nutrient buildup when the lake refills.
- ✓ Address any stormwater runoff issues on your property that could contribute to siltation or erosion during the drawdown.
- ✓ Be aware that the base of trees located at the edge of the shoreline may become weakened as the lake level drops. Lower water levels can expose tree roots, making them more vulnerable to erosion and instability, which can increase the risk of trees leaning or falling—especially during storms or periods of heavy rain. Homeowners should inspect shoreline trees for signs of exposed roots or instability and consider consulting a professional if there are concerns about tree safety or property risk.



Lessons Learned from Previous Lake Drawdowns



Previous lake drawdowns have offered valuable insights via active homeowner participation, coordinated volunteer efforts, and noticeable improvements in water quality—these key lessons guide future projects.

Homeowner Participation

Active homeowner engagement led to effective maintenance and repair projects, proving that community involvement is critical for successful drawdowns.

Volunteer Contributions

Dedicated volunteer efforts—such as building fish spawning beds and assisting with shoreline cleanup—demonstrate the strong community spirit that supports project execution.

Process Validation

Measurable improvements in water clarity and reduced sediment load during previous drawdowns validate the controlled lowering approach, reinforcing its overall effectiveness.

Long-Term Benefits & Guidelines for Future Drawdowns



Periodic lake drawdowns offer lasting benefits by maintaining water quality, reducing long-term repair needs, and fostering proactive, community-driven management practices for sustainable lake upkeep.

Regular Maintenance Cycle

Standardizing drawdowns every five years ensures

- Proactive upkeep preventing gradual deterioration
- The lake's environmental and recreational quality
- Minimizes silt removal

Adaptable Procedures

The current lowering approach serves as a benchmark, adaptable based on feedback and observed outcomes to refine collaborative practices for future projects.

Enhanced Community Involvement

Clear guidelines and coordinated efforts encourage ongoing homeowner participation and community engagement, fostering collaborative responsibility for the lake's long-term sustainability.

Closing Remarks & Next Steps



Finalize Project Timeline

Confirm all key dates and secure final approvals from BLHA board and city officials.

Establish Monitoring Protocols

Assemble a monitoring team consisting of BLHA personnel and city officials and set up scheduled inspections during the drawdown period.

Coordinate with City Departments

Instruct homeowners to contact the city for needed permits.

Plan Post-Lowering Restoration

Prepare for the restoration of the lake to full pool.

Schedule Follow-Up Review

Set a meeting with all stake-holders post-project to assess outcomes and refine future procedures.



New Proposal

A PROPOSAL FOR

City of Berkeley Lake

Leigh Threadgill
leigh.threadgill@berkeleylake.com
(770) 368-9484

4040 South Berkeley Lake Road Northwest
Berkeley Lake, GA 30096

PREPARED BY INTERACTIVE AUTOMATION



Interactive Automation Inc.
www.interactiveautomation.com
(770) 455-4578

5593 Peachtree road
Chamblee, GA 30341
LVU405292

About Us

Founded in 2001, Interactive Automation designs and installs electronic systems for homes and businesses of all kinds and sizes. So what sets us apart from the competition? Simply put, our systems are **functional** and **reliable**.

We are better because ...

- Our company finishes our projects strong;
- Our company's founder has over 18 years of experience in software development, architecture, and project management;
- Our professionally managed projects are thoroughly planned and expertly executed;
- Our systems are designed for automation – not just remote control;
- Our employees enjoy the same products in their homes that we install for our customers;
- Our projects are guaranteed with a one-year warranty that covers everything we do; and
- Our products and software are of the highest quality.

Interactive Automation has the right knowledge, experience and reputation. Our people are licensed, insured and completely certified. ***We focus on making the complex simple.*** Bottom line, we are **passionate** about delivering quality electronic systems to our customers.

Project Description

City of Berkeley Lake — City Hall Council Chamber

We have designed a solution which will add video for presentation, recording, and live streaming online. Our plan provides a complete, working solution which is easy to operate.

Goals

- Preserve existing audio functionality while adding video for presentation, recording and live streaming
- Preserve ease of use so that the system can be operated without complex knowledge or training
- Include controls for room audio volume, displays, cameras, and lighting

Scope

- Presentation
 - Provide a document camera and HDMI input at the podium to allow presenters to display content
 - Provide a large display so the audience can view presenter content — the display will be mounted in the center of the room behind and above the council desk, and will lower into position for better viewing on demand
 - Provide five small displays so that council members can view presenter content — these displays will be mounted to the council desk between member positions
 - Provide a 10" touchscreen at the city administrator desk for system control — controls to include room volume, main display power and lift position, room lighting, cameras, and recording start/stop
- Streaming & Recording
 - Provide a high-definition PTZ camera to cover the council members — camera view to be controlled from the touchscreen — mounted on wall near the back of the room
 - Provide a high-definition PTZ camera to cover the presenter and audience — camera view to be controlled from the touchscreen — mounted on wall near the front of the room
 - Provide equipment to allow audio and video recording of both cameras and presenter content simultaneously
 - Provide equipment to allow both cameras and presenter content to be live-streamed online
- Cabling
 - Provided as necessary to complete a working system

Notes

- Exposed cables will be necessary between the podium and council desk — we will wrap the cables for a clean appearance
- Online streaming is provided by others — e.g. YouTube
- An electrician (by others) may be required to install a power outlet at the large display
- Light carpentry (by others) may be required to mount the large display lift

Areas & Items

Council Room Presentation

Items	Qty
 Sony XR-85X93L BRAVIA XR 85 Class X93L Mini LED 4K HDR Google TV (2023)	x1
 Nexus 21 L-77i Ceiling Drop-Down TV Lift +	x1
 Crestron CLW-SWEX-P-BRN-S Cameo Wireless In-Wall Switch, 120V, Brown Smooth	x5
 Crestron CLW-SLVU-P-BRN-S Cameo In-Wall Remote Dimmer, 120V, Brown Smooth	x4
 Crestron TS-1070-B-S 10.1 in. Tabletop Touch Screen, Black Smooth	x1
 Crestron MC4 4Series Control System	x1
 Dell Commercial DELL-P2225H Dell 22 Monitor P2225H	x5
 Vivo V001R VIVO Premium Single 17 to 32 inch VESA Monitor and Touch Screen Desk Stand with Rotating Base, Freestanding Pneumatic Height Adjustable Arm, Black, STAND-	x5
 Elmo 1380 TT-12G Interactive Document Camera	x1

Items

Qty



Chief PAC716
VC Camera shelf

x1



Crestron HD-DA8-4KZ-E
1:8 HDMI Distribution Amplifier w/4K60 4:4:4 & HDR Support

x1



Straight Wire CH8050
ConX CHL

x8



Crestron HD-TXC-4KZ-101
DM Lite 4K60 4:4:4 Transmitter for HDMI, RS232, and IR Signal Extension over CATx Cable

x1



Crestron HD-RXC-4KZ-101
DM Lite 4K60 4:4:4 Receiver for HDMI, RS-232, and IR Signal Extension over CATx Cable

x1



Biamp / AudiaFLEX IP-2
Community Loudspeakers
AudiaFLEX 2-channel mic/line input card

x1



ICE Cable Cat 6/White
23awg, 4 Pr, Solid, 550mhz (w/spine), HDBaseT Certified

x0.25



Project Materials (1%)
Miscellaneous products / materials required for installation

x1



Labor Installation & Setup, Hour



Labor Programming
Automation System and Remote Control Programming

Council Room Presentation Total : \$28,438.16

Council Room Streaming

Note: This portion of the project requires the presentation portion and cannot stand alone.

Items	Qty
 Extron 60-1825-01 SMP 401	x1
 Vaddio 999-30410-801 PrimeSHOT 10 w/HDMI EXT BLK INT	x2
 Straight Wire CH8050 ConX CHL	x2
 Crestron HD-TXC-4KZ-101 DM Lite 4K60 4:4:4 Transmitter for HDMI, RS232, and IR Signal Extension over CATx Cable	x3
 Crestron HD-RXC-4KZ-101 DM Lite 4K60 4:4:4 Receiver for HDMI, RS-232, and IR Signal Extension over CATx Cable	x3
 Biamp / Community Loudspeakers AudiaFLEX OP-2e AudiaFLEX 2-channel mic/line output card	x1
 ICE Cable Cat 6/White 23awg, 4 Pr, Solid, 550mhz (w/spine), HDBaseT Certified	x0.25
 Project Materials (1%) Miscellaneous products / materials required for installation	x1
 Labor Installation & Setup, Hour	



Labor Programming

Automation System and Remote Control Programming

Council Room Streaming Total : \$22,507.12

Project Management

Timetable

- System installation will require three days on site.
- Please be aware that equipment and other delays outside our control may affect the overall project schedule.

Items

Qty



IA Project Management & Design Fee

x1

Interactive Automation Project Management & Design Fee

Project Management Total : \$2,037.81

Financial Summary

You received **\$19.98** in discounts on this proposal.
You received an additional discounts on parts.

Parts	\$43,583.09
Total Parts	\$43,583.09
Total Labor	\$9,400.00
Subtotal	\$52,983.09
Sales Tax	\$2,614.99
Parts: 6%	

Proposal Total **\$55,598.08**

Payment Schedule

PAYMENT SCHEDULE

Payment 1 **65% of Proposal Total • \$36,138.75** Due Upon Proposal Acceptance

Payment 2 **Outstanding Proposal Balance • \$19,459.33** Due Upon Job Completion

Project Terms

This contract is made between Interactive Automation (hereinafter referred to as "IA") whose address is 5593 Peachtree Road, Atlanta, Georgia 30341 and you, our valued client.

Service

Interactive Automation, Inc. (IA) will provide the equipment and personnel required to complete your project to the specifications and descriptions agreed upon in the proposal document.

The cost associated with any related work or materials, including, but not limited to electrical, drywall, painting, and casework, are not included unless specifically documented in the proposal.

IA will dispose of all boxes and packing at the your request, however, you accept a 15% restocking fee for any equipment exchanged or returned without complete, original manufacturer's shipping materials.

Proposals expire after thirty days without receipt of a deposit and signed proposal.

Time

With respect to the completion of services, time is of the essence. If IA is delayed at any time in the progress of the work by change orders, fire, labor disputes, acts of God, or other causes beyond IA's control, the completion schedule for the work or affected parts of the work shall be extended by the same amount of time lost to the delay.

IA will contact you to discuss and choose a firm start date for system installation.

You agree to have all necessary work areas, furniture, equipment, and personnel ready for system installation to commence on the agreed start date. If the work area is not prepared or if you change the start date, you may be liable for payment of costs incurred by IA in connection with rescheduling.

We will verify that the specifications for your project location are consistent with the agreed upon system design. During the course of the project, you, your contractor or interior designer, or other person authorized by you may request changes and/or modifications ("change orders"). The impact to the schedule will be documented and agreed upon as part of the change order.

Change Orders

You may order changes, additions, or modifications to the system without invalidating the contract. We will document all “change orders” with associated costs and schedule impact, and provide you with a copy for your signature. Change orders will become addenda to our agreement.

Interactive Automation, Inc. · 5593 Peachtree Road · Chamblee, GA 30341 · 770.455.4578

Any requests for partial or temporary installations will be honored where possible. Such requests will be considered change orders and may incur additional charges.

Persons authorized to sign change orders:

Name: _____ Signature: _____

Name: _____ Signature: _____

Standard Service Policy

IA’s standard warranty policy is one year on labor and integration, and the manufacturer’s warranty on all equipment and components.

If a component of an IA system should fail during normal use due to a fault in materials and/or workmanship, we will remove the component and adjust, repair, or replace it free of charge under the terms of the manufacturer’s warranty. After the first year, our normal hourly rate will apply for labor and expenses incurred when servicing manufacturer warranties.

This policy is offered exclusively to the original purchaser of the IA system is non-transferable.

Exclusions include:

- Damage to components caused by anything other than defects in materials or workmanship,
- Damage or defects caused by abnormal or unreasonable use,
- System modifications, repairs, or alterations by a person or party other than IA,
- Damage or defects resulting from improper installation, removal, or maintenance by a person or party other than IA,
- Damage or defects resulting from acts of nature, such as lightning strikes or floods,
- Damage or defects resulting from accidents, misuse, abuse, or neglect, and
- Programming changes beyond the one-year initial period.

There are no express warranties except as stated herein nor any implied warranties of merchantability or of fitness for a particular purpose which extend beyond the face herof.

You agree to allow IA a reasonable opportunity to repair or replace any goods or services pursuant to the above warranty prior to bringing any action to recover damages from IA. Any claim for damages by you shall not exceed the full price paid to IA under this agreement and all claims for incidental damages, consequential damages, punitive damages, and attorney's fees against IA are excluded and barred.

Payment

At the acceptance of this proposal your payment or payments will be due according to the terms specified in the proposal. Adherences to these terms allow us to guarantee all component pricing included in your proposal for the duration of the project. IA reserves the right to substitute discontinued equipment with current models of equal or greater value and functionality and will provide this service unless otherwise notified in writing. Equipment will be ordered upon receipt of your deposit.

Your final payment of any unpaid balance is due when your final equipment has been delivered and installed, your system is operating, final programming, tuning, and training are complete, and punch list items are substantially complete. Once all parties to this agreement have reviewed the contracted work and recommend issuance of the substantial completion, the owner will assume possession and responsibility for the equipment. On this Date of Issuance, all warranty periods will commence.

Time is of the essence. Failure to make any scheduled payment when due will result in the delay of installation. We will not schedule any services if all scheduled payments are not current.

Date:

Date:

Authorized Signature, Barry Newton

Signature of Customer,

Owner of Interactive Automation Inc

Print Name

Print Name of Customer,

Owner of Interactive Automation Inc.