



Agenda
City of Clarkesville
Regular Meeting
6:00 PM June 3, 2024

1. *Call to Order*
 - 1a. *Mayor Pro Tempore Franklin Brown Will Call the Meeting to Order*
2. *Invocation and Pledge*
3. *Consent Agenda*
 - 3a. *Discuss and Consider Approval of the May 6, 2024 Work Session, Executive Session and Council Meeting Minutes*
4. *Committee Reports*
 - 4a. *Finance, Main Street, Fire, ESG, Planning and Zoning, Police*
5. *Unfinished Business*
 - 5a. *Update on the Highway 115 Bridge Project*
 - 5b. *Discuss the University of Georgia Hotel Study*
6. *New Business*
 - 6a. *Discuss the 2024 Council Planning Retreat*
7. *Public Comment*
8. *Consider Going Into Executive Session*
9. *Adjournment*

OFFICIAL MINUTES
COUNCIL WORK SESSION

May 6, 2024
Minutes
City of Clarkesville
Council Work Session

The Council Work Session was held on Monday, May 6, 2024, at 5:00 PM at City Hall. Those present were Council Member Don Nix, Council Member Rick Wood, Council Member Angelia Kiker, Council Member Brad Coppedge, Council Member Franklin Brown, Mayor Barrie Aycock.

Agenda Item #1: *Call to Order*

Mayor Aycock called the meeting to order.

Agenda Item #2: *Unfinished Business*

Sub-Item #2a.: *Mr. Dickerson Will Provide a Project Update on the 12,000 Water Line Extension*
The project, that will extend water lines to Alec Mountain, Zeb Bryson and Sutton Mill, has been officially put out to bid upon the State's request in order to possibly get additional grant funding for this project, along with ARPA funds already received.

Agenda Item #3: *New Business*

Sub-Item #3a.: *Discuss Memorandum of Understanding for the Old Courthouse Property at 555 Monroe Street*

Mr. Dickerson hired the Welch Firm to review the MOU. They stated that this does not put any liability on the City and all permitting and zoning will be through the City. He would like for the City Clerk to write on the signature page that the City of Clarkesville does not approve apartments, prior to the Mayor's signature.

Council Member Don Nix made a motion to approve the Memorandum of Understanding with the no apartment clause written on the signature page.

Seconded: Council Member Franklin Brown

Passed (5 - 0)

Sub-Item #3b.: *Mr. Dickerson Will Provide an Update on the 2023 Audit*

The process has begun with Joely Mixon of Mixon, Mixon, Brown & Tench conducting the audit.

Agenda Item #4: *Public Comment*

There was no public comment.

Agenda Item #5: *Consider Going Into Executive Session*

Sub-Item #5a.: *Mayor and Council Will Enter Into Executive Session "to discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee as provided in Georgia Code section 50-14-3(b)(2)."*

Council Member Franklin Brown made a motion to enter executive session

Seconded: Council Member Brad Coppedge

Passed (5 - 0)

Agenda Item #6: *Adjournment*

Council Member Don Nix made a motion to adjourn the meeting.

Seconded: Council Member Franklin Brown

Passed (5 - 0)

Respectfully submitted,

Julie Poole, City Clerk

OFFICIAL MINUTES
REGULAR MEETING

May 6, 2024
Minutes
City of Clarkesville
Regular Meeting

The Regular Meeting was held on Monday, May 6, 2024, at 6:00 PM at City Hall. Those present were Council Member Don Nix, Council Member Rick Wood, Mayor Pro - Tempore Franklin Brown, Council Member Angelia Kiker, Council Member Brad Coppedge, Mayor Barrie Aycock.

Agenda Item #1: *Call to Order*

Mayor Aycock called the meeting to order.

Agenda Item #2: *Invocation and Pledge*

Sub-Item #2a.: *Pastor Hobie Wood with Christ Presbyterian Church Will Lead the Meeting in Prayer*

Pastor Wood lead the meeting in prayer.

Agenda Item #3: *Consent Agenda*

Sub-Item #3a.: *Discuss and Approve the Following Meeting Minutes:*

April 8, 2024 Work Session

April 8, 2024 Executive Session

April 8, 2024 Council Meeting

Mayor Pro - Tempore Franklin Brown made a motion to approve the Consent Agenda.

Seconded: Council Member Brad Coppedge

Passed (5 - 0)

Agenda Item #4: *Committee Reports*

Sub-Item #4a.: *Monthly Reports Will be Presented From Finance, Main Street, Fire, ESG, Planning and Zoning and Police*

Department Heads presented their monthly reports.

Agenda Item #5: *Unfinished Business*

Agenda Item #6: *New Business*

Sub-Item #6a.: *Recognition of Police Chief Brad Barrett*

Mr. Dickerson recognized Brad Barrett for his years of service leading the Clarkesville Police department with a plaque and gifts.

Sub-Item #6b.: *Introduction of New Police Chief and Detective*

Mr. Dickerson announced and introduced Danny Clouatre as the new Police Chief and Ryan Ledford as the Assistant Police Chief.

Sub-Item #6c.: *Recognition of Water Department Awards*

Mr. Dickerson recognized Joe Deputy and Nick Samples and the rest of the water department for winning state water quality and taste awards.

Sub-Item #6d.: *Discuss and Consider Approval of the Following New Alcohol Licenses:*

Oasis Bar LLC, 522 Monroe St., Malt Beverages, Wine and Distilled Spirits for Consumption on Premises

Cale Garrison Enterprise LLC dba Grille 52, 327-A Monroe St., Malt Beverages and Wine for Consumption on Premises

Mayor Pro - Tempore Franklin Brown made a motion to approve both alcohol licenses.

Seconded: Council Member Brad Coppedge

Passed (5 - 0)

Agenda Item #7: *Public Comment*

Agenda Item #8: *Consider Going Into Executive Session*

Agenda Item #9: *Adjournment*

Mayor Pro - Tempore Franklin Brown made a motion to adjourn the meeting.

Seconded: Council Member Don Nix

Passed (5 - 0)

Respectfully submitted,

Julie Poole, City Clerk

City of Clarkesville
(UNAUDITED)

Financial Report - As of April 30, 2024					2023
	Budget	Actual	Difference	%Budget	Actual
General Fund					
Administrative Revenue	2,726,726	2,036,081	(690,645)	75%	1,744,651
Main Street	18,500	16,232	(2,268)	88%	14,135
Fire Revenue	24,000	0	(24,000)	0%	3,200
Planning Revenue	28,000	11,832	(16,168)	42%	3,870
Police Revenue	94,000	31,141	(62,859)	33%	33,855
Streets Revenue	29,226	0	(29,226)	0%	28,046
Hotel/Motel	3,500	508	(2,992)	15%	1,318
ARPA	0	0	0	0%	0
Total General Fund Revenues	2,923,952	2,095,794	(828,158)	72%	1,829,075
Expenses					
Administration	1,118,034	301,781	(816,253)	27%	316,303
Main Street	185,922	66,908	(119,014)	36%	50,911
Fire	516,801	153,690	(363,111)	30%	113,982
Parks	10,300	46,161	35,861	448%	40,859
Planning & Zoning	91,901	27,136	(64,765)	30%	25,132
Police	828,184	291,849	(536,335)	35%	271,388
Streets	175,311	59,423	(115,888)	34%	50,130
Total General Fund Expenses	2,926,453	946,948	(1,979,505)	32%	868,705
General Fund Revenues over Expenses	0	1,148,846	(2,807,663)		960,370
Water/Sewer Fund					
Water Revenues	1,399,292	464,248	(935,044)	33%	451,854
Sewer Revenues	565,500	214,556	(350,944)	38%	170,712
Sanitation Revenues	206,000	69,032	(136,968)	34%	66,366
Total Water/Sanitation/Sewer Revenues	2,170,792	747,836	(1,422,956)	34%	688,932
Administration Expense	1,449,153	456,597	992,556	32%	450,136
Water Plant Expense	351,200	128,921	222,279	37%	118,445
Water Distribution Expense	34,839	21,214	13,625	61%	21,704
Waste Water Plant Expense	82,000	30,923	51,077	38%	28,270
Waste Water Collection	47,600	27,585	20,015	58%	32,678
Sanitation	206,000	75,085	130,915	36%	71,981
Total Water/Sanitation/Sewer Expenses	2,170,792	740,325	1,430,467	34%	723,214
W/S/S Revenues over Expenses	0	7,511	7,511		(34,282)
Total City Fund Revenues over Expenses	0	1,156,357	(2,800,152)		926,088

Main Street Report May 2024

Events

- First Friday
- Groundbreaking at Traditions Bank
- Mountain Laurel
- In town events
 - Total of 36 events
 - Total Attendance of 4,104

Public Arts Committee

- Met on May 30
- Planning for the inaugural Soque River Fine Arts Festival on Oct. 19
 - Developing online application

Economic Development Committee

- Met on May 23
- Collecting data from businesses
 - Spreadsheet development process
 - Start with downtown businesses
 - % of increase of sales on event days
 - Subjective foot traffic count

Upcoming events

- First Friday – June 7
- Summer Concert Series on the Square 1pm-4pm
 - June 8
 - June 15
 - June 22
 - June 29
- Kids on Wheels – June 15
- First Friday – July 5
- Red, White, and Tunes- July 13, 5pm-10pm

Fire Department Council Report June 2024

Total 64

Fires 3

EMS 34

MVA 3

Service 13

Canceled/False 11

Inside City 44

Outside 20

Public Relations

Assisted with field day @ Clarkesville Elementary

ESG Operations Inc.

City Hall Meeting for May 2024

- May was a busy month with the weather events we had. Many large trees came down with the amount of rain and wind that we had. We still have several areas that require additional maintenance. We'll be working to get those cleaned up in the coming weeks.
- Mountain Laurel of course was a couple of weeks ago. The initial weather reports did not look good but thankfully we were blessed with great weather and a great turnout with very few issues. Thanks to Colby and all of the volunteers.
- Two large wastewater projects are just about to wrap up. We have pre built a new electrical control panel for the can station on Water Street to be mounted on the surface protecting it from future flooding. And second the wastewater plant pressure washing and painting project is scheduled to be completed this month as well.

Departmental Activity Report for the Month of May

The following permits were issued for the month of May:

3 Permanent Sign

0 Temporary Sign

0 Plan Review

2 Building

1 Plumbing

2 Electrical

3 Mechanical

1 Tree Removal

0 Code Enforcement Action

13 Construction inspections

COs Issued: 4 new residences on Salome

Planning Activities: I met with a developer who is looking to take over the Simply Clarkesville project over on Stanford Mill Rd. This project was started about a year ago and they received approval for the preliminary plat, but the owners failed to continue the process. Hopefully, this will get things started again.



Georgia Department of Transportation

Tier 2

GDOT Office of Program Delivery & Bridge Office Evaluator's Meeting - M/D/YYYY 2021 Conventional Batch 1

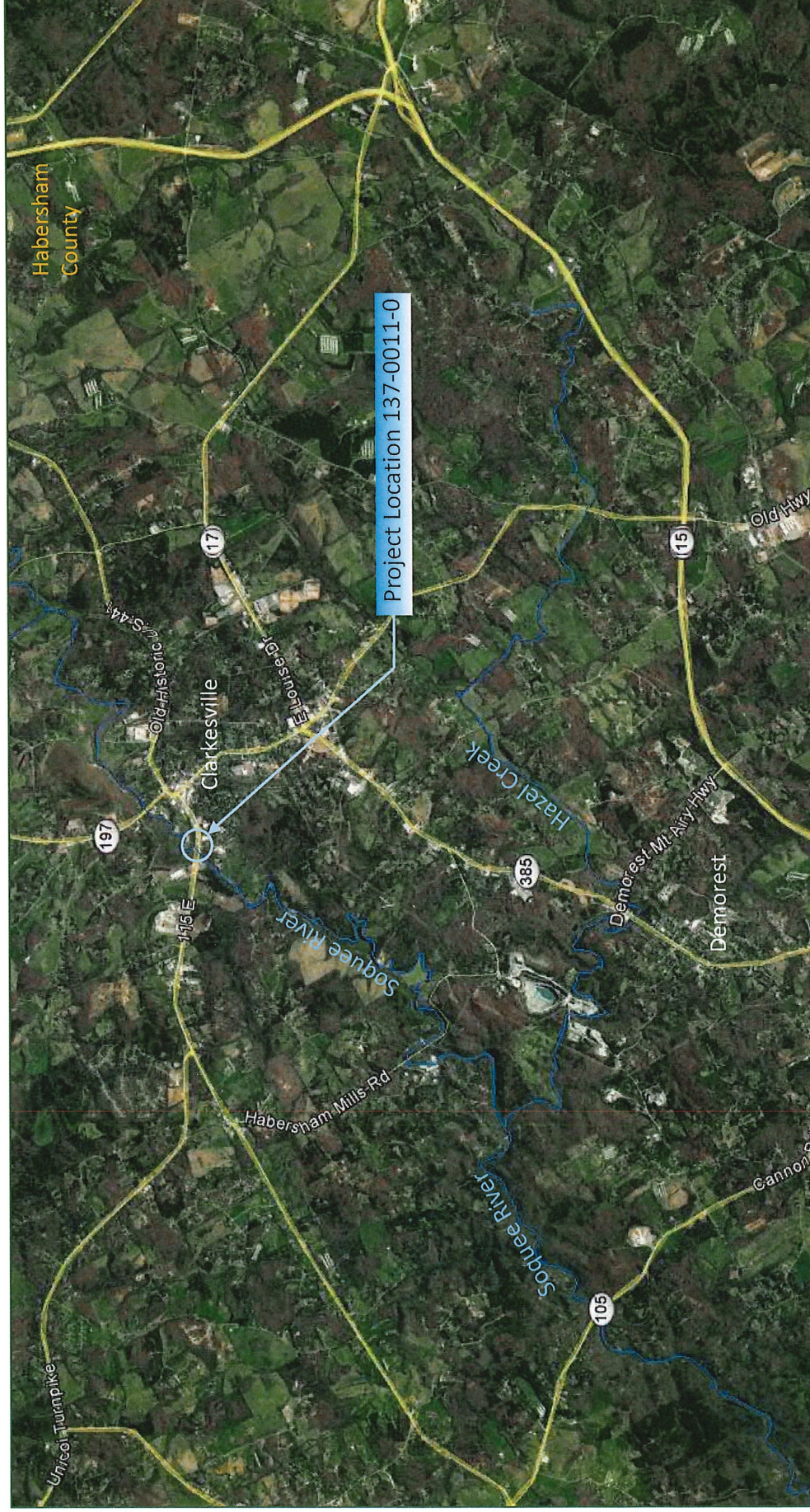
PI# 0017732

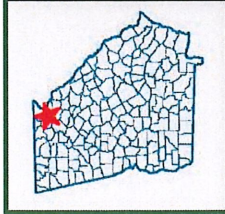
Structure No. 137-0011-0



Location Map

SR 17-SR 115 At Soquee River, In West Clarkesville
Habersham County
Structural Number 137-00111-0





NO KNOWN OTHER PROJECTS THAT WOULD
IMPACT, OR BE IMPACTED BY, THIS PROJECT

Programmed Funding

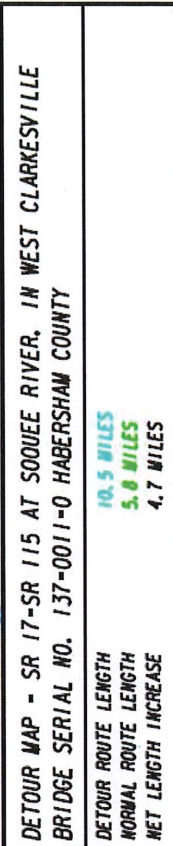
Phase	Approved Funding Year	Proposed Funding Year	Cost	Fund
SCP				
PE	2028	2028	\$850,000	Z001
ROW	2030	2030	\$450,000	Z001
UTL	2032	2032	\$125,097	Z001
CST	2032	2032	\$9,498,144	Z001

Amounts based upon Preconstruction Status Report dated 2021/02/05

- Pre-Board Approval

Project Justification Statement

- Bridge Replacement



- Current AADT on SR 115 is 9,070 vpd with 6% Trucks.
- Although roadways along detour route appear to be able to accommodate the additional traffic, the route adds approx. 5 miles to the travel distance.
- Additionally, both North Georgia Technical College and the Habersham County Sheriff's office are located near the project, which would create delays for the students approaching from the west, as well as for the Sheriff's deputies responding to incidents to the west.
- Several government facilities, a veterinary hospital, and a gas station in close proximity to the bridge would present arguments for not constructing the bridge on new alignment or even using a temporary bridge for on-site detour.
- The existing bridge has a 61' deck width, which could accommodate staged construction of the bridge in place. (2-11' lanes, 2' shoulders, temporary barrier, and 6' buffer = approx. 34'). New bridge may need to be constructed as a slightly wider bridge to provide enough width for the second stage of construction.

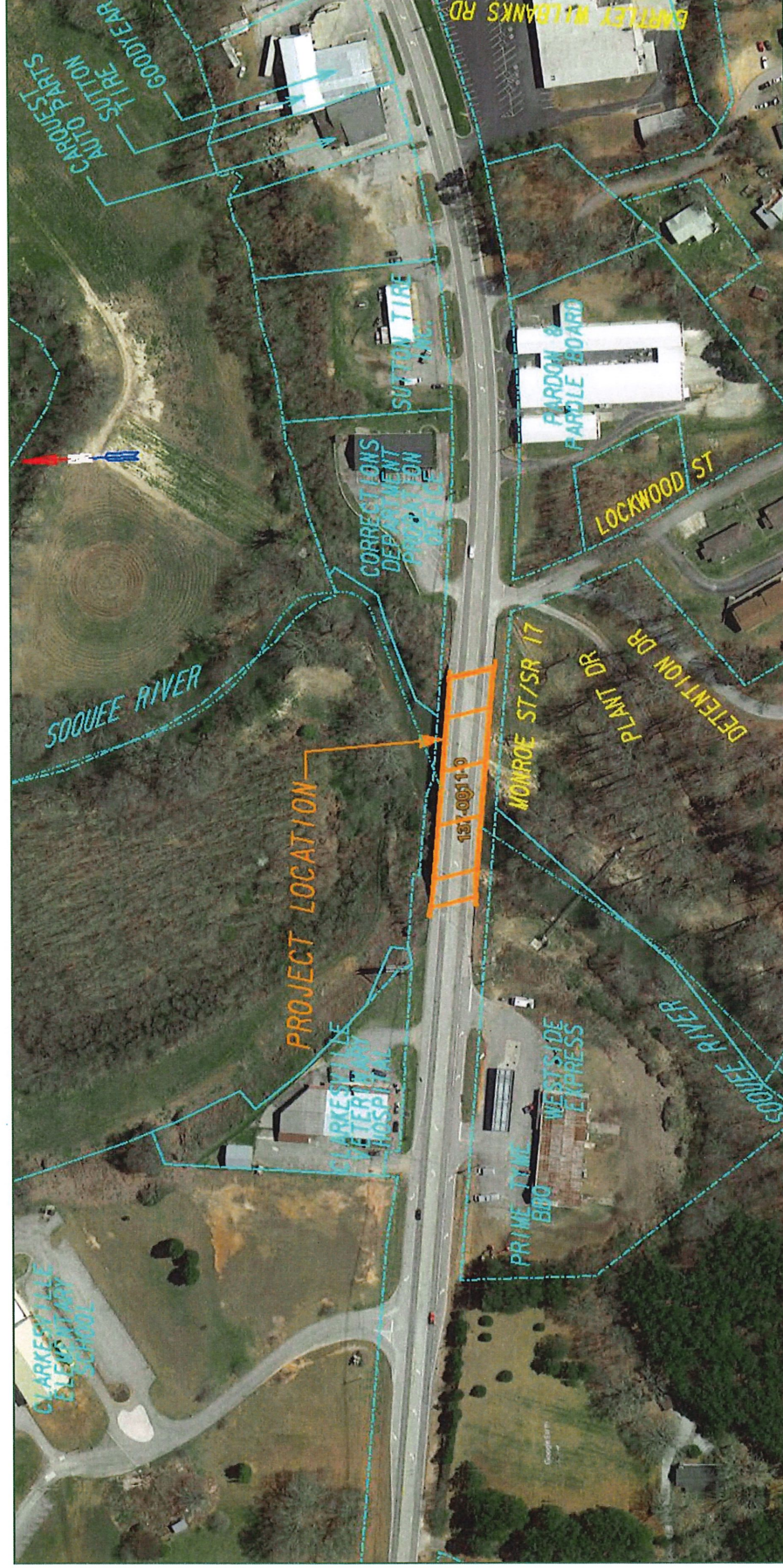


Georgia Department
of Transportation

Construction Method



- Note 1-Because the bridge is anticipated to be built in its current location with staged construction, the only construction in this area will likely be shifting traffic to one side while the opposite side can be constructed.
- Note 2-The proposed bridge is anticipated to be raised less than 1 foot, therefore maintaining access to adjacent properties should not be an issue, especially with the reduced speed of 35mph during construction.



Note 1-Because an offsite detour and a permanent realignment are not viable options due to proximity of government facilities (EMC, elementary school, judicial, corrections, etc.), the bridge is anticipated to be built in stages. The existing bridge has a center turn lane and wide shoulders that can accommodate lane shifts.

Note 2-Extensive coordination with local EMC, school, and BOC will likely be required.