



Agenda
City of Clarkesville
Regular Meeting
6:00 PM October 7, 2024

1. *Call to Order*
2. *Invocation and Pledge*
 - 2a. *Reverend Michelle Fritch with Grace Calvary Episcopal Church Will Lead the Meeting in Prayer*
3. *Consent Agenda*
 - 3a. *Discuss and Consider Approval of the Following Minutes:*

September 16, 2024 Work Session, Executive Session and Council Meeting
September 30, 2024 Called Meeting and Executive Session
4. *Committee Reports*
 - 4a. *Department Heads From Finance, Main Street, Fire, ESG, Police and Planning and Zoning Will Present Their Monthly Reports*
5. *Unfinished Business*
 - 5a. *Mr. Dickerson Will Provide an Update on the Mary Street Bathroom Construction*
6. *New Business*
 - 6a. *Discuss and Consider Approval of Resolution 2024-6 2023 Budget Amendment No. 2*
7. *Public Comment*
8. *Consider Going Into Executive Session*
9. *Adjournment*

OFFICIAL MINUTES
COUNCIL WORK SESSION

September 16, 2024
Minutes
City of Clarkesville
Council Work Session

The Council Work Session was held on Monday, September 16, 2024, at 5:00 PM at City Hall. Those present were Council Member Rick Wood, Council Member Angelia Kiker, Council Member Brad Coppedge, Council Member Franklin Brown, Mayor Barrie Aycock. Council Member Don Nix was absent.

Agenda Item #1: *Call to Order*

Mayor Aycock called the meeting to order.

Agenda Item #2: *Unfinished Business*

Agenda Item #3: *New Business*

Sub-Item #3a.: *Rope Roberts Will Provide an Update on Partnership Habersham*

Rope Roberts presented a detailed bi-annual update on Partnership Habersham.

Sub-Item #3b.: *Discussion on the Leash Law*

The Habersham Leash Law is very vague, therefore the City will work with our Attorney to prepare a leash ordinance. In the meantime, signs will be installed at Pitt's Park to require dogs be leashed.

Sub-Item #3c.: *Discussion on Changing the City Charter*

City Attorney Matt Skilling explained that there is a Home Rule Provision that allows Municipalities to change their Charters under certain circumstances. The proposed ordinance would have to be written, published and presented at two separate meetings within 60 days. Through this provision, the City can change their Charter without having to go through the State Legislators.

Agenda Item #4: *Public Comment*

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

Council Member Franklin Brown made a motion to enter executive session .

Seconded: Council Member Brad Coppedge

Passed (4 - 0)

Agenda Item #6: *Adjournment*

Council Member Franklin Brown made a motion to adjourn the meeting.

Seconded: Council Member Rick Wood

Passed (4 - 0)

Respectfully submitted,

Julie Poole, City Clerk

OFFICIAL MINUTES
REGULAR MEETING

September 16, 2024
Minutes
City of Clarkesville
Regular Meeting

The Regular Meeting was held on Monday, September 16, 2024, at 6:00 PM at City Hall. Those present were Council Member Rick Wood, Mayor Pro - Tempore Franklin Brown, Council Member Angelia Kiker, Council Member Brad Coppedge, Mayor Barrie Aycock. Council Member Don Nix was absent.

Agenda Item #1: *Call to Order*

Agenda Item #2: *Invocation and Pledge*

Sub-Item #2a.: *Reverend Steve Woodworth with Christ Presbyterian Church Will Lead the Meeting in Prayer*

Reverend Woodworth was not present. Mayor Aycock led the meeting in prayer.

Agenda Item #3: *Consent Agenda*

Sub-Item #3a.: *Discuss and Consider Approval of the Following Minutes:*

August 5, 2024 Work Session

August 5, 2024 Executive Session

August 5, 2024 Council Meeting

August 29, 2024 Executive Session

Council Member Brad Coppedge made a motion to approve the Consent Agenda.

Seconded: Mayor Pro - Tempore Franklin Brown

Passed (4 - 0)

Agenda Item #4: *Committee Reports*

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

Department Heads presented monthly reports.

Agenda Item #5: *Unfinished Business*

Agenda Item #6: *New Business*

Sub-Item #6a.: *Mr. Dickerson Will Present the 2025 Budget*

Mr. Dickerson presented the proposed budget for 2025.

Sub-Item #6b.: *Public Comment Regarding the 2025 Proposed Budget*

There was no public comment.

Mayor Pro - Tempore Franklin Brown made a motion to approve the 2025 budget as presented.

Seconded: Council Member Angelia Kiker

Passed (4 - 0)

Sub-Item #6c.: Discuss and Consider Approval of Resolution 2024-4 to Adopt the 2025 Budget, Millage Rate, Property Tax Mail Date, Due Date, and Date Penalties Will Accrue for Tax Year 2024

Mayor Pro - Tempore Franklin Brown made a motion to approve the adoption of Resolution 2024-4.

Seconded: Council Member Brad Coppedge

Passed (4 - 0)

Sub-Item #6d.: Discuss and Approve Resolution 2024-5 and Adoption Agreement to Restate Georgia Municipal Employees Benefit System (GMEBS) as the Retired Benefit Retirement Plan for 2023-2025

Council Member Rick Wood made a motion to approve the adoption of Resolution 2024-5.

Seconded: Mayor Pro - Tempore Franklin Brown

Passed (4 - 0)

Sub-Item #6e.: Public Hearing - Annexation and Rezoning of 933 Rocky Branch Road

Council Member Angelia Kiker recused herself from this conversation and vote, as her company Century 21 is involved in the sale of the property.

Bill Gresham, 328 Springwood Dr, representative for ARA Vision, requestor for this Annexation and Rezoning of 933 Rocky Branch Rd, spoke briefly on the vision for the property at 933 Rocky Branch Rd.

Council Member Franklin Brown stated that at this meeting, the vote is only for annexation and rezoning. No plans for the property are being considered.

There were no other public comments.

Mayor Pro - Tempore Franklin Brown made a motion to approve the Annexation of 933 Rocky Branch Rd.

Seconded: Council Member Brad Coppedge

Passed (3 - 0)

Sub-Item #6f.: Discuss and Vote on the Annexation and Rezoning of 933 Rocky Branch Road

Council made a motion and voted on the annexation of 933 Rocky Branch Rd. prior to the public hearing.

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 Brad Coppedge

Passed (4 - 0)

Respectfully submitted,

Julie Poole, City Clerk

OFFICIAL MINUTES
COUNCIL CALLED MEETING

September 30, 2024
Minutes
City of Clarkesville
Council Called Meeting

The Council Called Meeting was held on Monday, September 30, 2024, at 4:00 PM at . Those present were Council Member Don Nix, Council Member Rick Wood, Council Member Brad Coppedge, Mayor Pro - Tempore Franklin Brown, Mayor Barrie Aycock, Council Member Angelia Kiker.

Agenda Item #1: *Call to Order*

Mayor Aycock called the meeting to order.

Agenda Item #2: *Unfinished Business*

Sub-Item #2a.: *Discuss and Vote to Extend the Due Diligence Period for Parkside Partners*

After some negotiations with Habersham County, Parkside Partners have amended the Memorandum of Understanding to extend the due diligence period for 15 days.

Mayor Pro - Tempore Franklin Brown made a motion to approve extending the due diligence period for 15 days.

Seconded: Council Member Brad Coppedge

Passed (5 - 0)

Sub-Item #2b.: *Discuss and Vote on the Rezoning of 933 Rocky Branch Road, Parcel 104-213, From LI Low Intensity to R-2 Multiple-Family Residential*

The motion at the September 16, 2024 Council meeting did not include Rezoning the property. Council Member Kiker abstained from this vote because her company, Century 21, is involved in the sale of this property.

Mayor Pro - Tempore Franklin Brown made a motion to approve rezoning the property on Rocky Branch Road to R-2.

Seconded: Council Member Brad Coppedge

Passed (4 - 0)

Agenda Item #3: *New Business*

There was no new business.

Other Discussion

Council Member Kiker gave an update on a project she has began to revitalize Pitt's Park. She has been creating a group of residents to support the park's legacy, infrastructure and design. The first meeting had several beneficial members from the Pitt's family, Soque River Watershed and other members from the community. Rob Moore also attended and has complete an origin story of Pitt's Park. There will be a QR code displayed at the park that will direct people to this story. Next they will organize the group and begin a nonprofit organization.

Council Member Kiker also requested that Pitt's Park return to being dog free. Mr. Dickerson said that could be incorporated into the leash ordinance that is being drafted. He will discuss this with the City Attorney and update Council at a later date.

Agenda Item #4: *Consider Going Into Executive Session*

Mayor Pro - Tempore Franklin Brown made a motion to enter executive session to discuss or vote to authorize negotiations to purchase, dispose of or lease property as provided in Georgia Code section 50-14-3(b)(1)(B).

Seconded: Council Member Brad Coppedge

Passed (5 - 0)

Agenda Item #5: *Adjournment*

Council Member Brad Coppedge made a motion to adjourn the meeting.

Seconded: Mayor Pro - Tempore Franklin Brown

Passed (5 - 0)

Respectfully submitted,

Julie Poole, City Clerk

City of Clarkesville
(UNAUDITED)

Financial Report - As of August 31, 2024					2023
	Budget	Actual	Difference	%Budget	Actual
General Fund					
Administrative Revenue	2,726,726	2,191,522	(535,204)	80%	1,917,054
Main Street	18,500	19,118	618	103%	19,123
Fire Revenue	24,000	9,985	(14,015)	42%	19,435
Planning Revenue	28,000	18,515	(9,485)	66%	19,188
Police Revenue	94,000	55,262	(38,738)	59%	67,989
Streets Revenue	29,226	38,023	8,797	130%	29,846
Hotel/Motel	3,500	1,868	(1,632)	53%	2,285
ARPA	0	0	0	0%	0
Total General Fund Revenues	2,923,952	2,334,293	(589,659)	80%	2,074,920
Expenses					
Administration	1,118,034	541,506	(576,528)	48%	672,784
Main Street	185,922	138,953	(46,969)	75%	121,801
Fire	516,801	299,397	(217,404)	58%	240,219
Parks	10,300	93,622	83,322	909%	45,647
Planning & Zoning	91,901	55,262	(36,639)	60%	52,693
Police	828,184	575,665	(252,519)	70%	524,015
Streets	175,311	109,369	(65,942)	62%	101,586
Total General Fund Expenses	2,926,453	1,813,774	(1,112,679)	62%	1,758,745
General Fund Revenues over Expenses	0	520,519	(1,702,338)		316,175
Water/Sewer Fund					
Water Revenues	1,399,292	1,004,273	(395,019)	72%	947,550
Sewer Revenues	565,500	457,365	(108,135)	81%	354,445
Sanitation Revenues	206,000	138,343	(67,657)	67%	133,364
Total Water/Sanitation/Sewer Revenues	2,170,792	1,599,981	(570,811)	74%	1,435,359
Administration Expense	1,449,153	825,201	623,952	57%	906,727
Water Plant Expense	351,200	230,640	120,560	66%	256,147
Water Distribution Expense	34,839	34,051	788	98%	24,417
Waste Water Plant Expense	82,000	61,723	20,277	75%	50,592
Waste Water Collection	47,600	43,818	3,782	92%	55,644
Sanitation	206,000	129,808	76,192	63%	166,135
Total Water/Sanitation/Sewer Expenses	2,170,792	1,325,241	845,551	61%	1,459,662
W/S/S Revenues over Expenses	0	274,740	274,740		(24,303)
Total City Fund Revenues over Expenses	0	795,259	(1,427,598)		291,872

Fire Department Council Report October 2024

Total 113

Fires 5

MVAs 8

EMS 58

Service 12

Weather 7

Canceled/False 23

In City 72

Outside 41

Public Relations

Visit at Methodist Church Preschool

ESG Operations Inc.

City Hall Meeting September 2024

- Hurricane Helene update (trees & water plant)
- Millinery painting
- Major leak located and repaired

Departmental Activity Report for the Month of September

The following permits were issued for the month of September:

0 Permanent Sign

0 Temporary Sign

0 Plan Review

4 Building

1 Plumbing

2 Electrical

1 Mechanical

0 Tree Removal

1 Code Enforcement Actions

11 Construction inspections

COs Issued:

Planning Activities: The Planning Commission is currently working on ordinances to address vacant properties and vacant store fronts in the Downtown Business District.

Imperio Construction Services, LLC

P.O. Box 1794
Cornelia, GA 30531
706.949.9299

Estimate

Estimate for

Clarkeville City Hall
123 Laurel Dr
Clarksville, GA 30523

Payable to

Enrique Ramirez

Project

Public restroom

Invoice #

2024015

Date

9/17/2024

Description**Qty****Unit price****Total price**

Labor and materials

\$72,500.00

Notes:

Subtotal

\$72,500.00

Adjustments

\$72,500.00

**STATE OF GEORGIA
CITY OF CLARKESVILLE**

RESOLUTION NO. 2024-6

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF CLARKESVILLE, GEORGIA
AMENDING THE FISCAL YEAR 2023 BUDGET; ADJUSTING, RECLASSIFYING, AND CORRECTING
CERTAIN REVENUES AND EXPENDITURES, BY FUND, AS REFLEXED IN THE SCHEDULE OF
BUDGET AMENDMENTS:**

WHEREAS, The Mayor and Council of the City of Clarkesville (the
“City”) adopted a balanced operating budget for Fiscal Year
2023;

WHEREAS, Subsequent to the adoption of the Fiscal Year 2023 budget,
the City approved various expenditures, and budget
amendment requests;

WHEREAS, State law authorizes the City to amend its budget, by
resolution, in order to adapt to changing governmental
needs, under O.C.G.A. § 36–81–3(d).

NOW, THEREFORE BE IT RESOLVED, as follows:

Section 1. The City of Clarkesville Budget for the Fiscal Year ending December 31, 2023 is hereby
amended as shown in Exhibit “A.”

Section 2. All resolutions, ordinances or portions thereof in conflict with the provisions of this
Resolution are hereby repealed.

Section 3. This Resolution shall become effective immediately upon adoption.

SO RESOLVED this 7 day of October, 2024.

CITY OF CLARKESVILLE, GEORGIA

Barrie Aycock, Mayor

Attest: _____
Julie Poole, City Clerk

CITY OF CLARKESVILLE
BUDGET AMENDMENT NO. 2
FISCAL YEAR ENDING DECEMBER 31, 2023

EXHIBIT A

Budget Amendment				
Line Item	Description	Original Budget	Change Amount	Amended Budget
100-04-7550-511110	Salaries – Full Time	90846.00	-365.91	90480.09
100-04-7550-512100	Group Insurance	19320.00	-312.82	19007.18
100-04-7550-512200	Fica/Medicare	6950.00	-28.33	6921.67
100-04-7550-512700	Workers Compensation	300.00	-134.04	165.96
100-04-7550-523500	Website	1344.78	-452.24	892.54
100-04-7550-523600	Dues and Subscriptions	2000.00	-650.00	1350.00
100-04-7550-523900	Special Events	17084.73	17895.29	34980.02
100-04-7550-531270	Gasoline	1100.00	-624.89	475.11
100-04-7550-531600	Small Office Equipment	3000	-2066.77	933.23
100-25-3200-511110	Salaries – Full Time	434841.00	15205.89	450046.89
100-25-3200-511111	Salaries – Clerical	43848.00	-1000.00	42848.00
100-25-3200-511115	Salaries – Part Time	17200.00	-5958.61	11241.39
100-25-3200-512200	Fica/Medicare	38272.00	768.56	39040.56
100-25-3200-522210	Vehicle R & M	50718.86	9571.26	60290.12
100-35-4200-511110	Salaries – Full Time	67500.00	1495.71	68995.71
100-35-4200-512100	Group Insurance	19320.00	-725.78	18594.22
100-35-4200-512200	Fica/Medicare	5193.30	223.30	5416.60
100-35-4200-512700	Workers Compensation	1000.00	-36.57	963.43
100-35-4200-522220	Resurfacing	0.00	4500.00	4500.00