



Agenda
City of Clarkesville
Regular Meeting
6:00 PM June 5, 2023

1. *Call to Order*
2. *Invocation and Pledge*
 - 2a. *Pastor Hobie Wood With Christ Presbyterian Church Will Lead the Meeting in Prayer*
3. *Consent Agenda*
 - 3a. *Consider Approval of the June 5, 2023 Work Session and Council Meeting Minutes*
4. *Department Reports*
 - 4a. *Finance, Main Street, Fire, ESG, Planning and Zoning*
5. *Unfinished Business*
 - 5a. *Discuss Wine Bar Ordinance*
6. *New Business*
 - 6a. *Discuss Business License Fee Schedule*
7. *Public Comment*
8. *Consider Going Into Executive Session*
9. *Adjournment*

OFFICIAL MINUTES
COUNCIL WORK SESSION

May 1, 2023
Minutes
City of Clarkesville
Council Work Session

The Council Work Session was held on Monday, May 1, 2023, at 5:00 PM at City Hall. Those present were Council Member Rick Wood, Council Member Brad Coppedge, Council Member Terry Gladden, Council Member Franklin Brown, Mayor Barrie Aycock, Council Member Angelia Kiker.

Agenda Item #1: *Call to Order*

Mayor Aycock called the meeting to order.

Vote to amend the Agenda to add, in unfinished business, discussion of the alcohol ordinance.

Council Member Franklin Brown made a motion to approve the agenda amendment..

Seconded: Council Member Angelia Kiker

Passed (5 - 0)

Agenda Item #2: *Unfinished Business*

Discuss Adjusting the Alcohol Ordinance to Allow Wine Bars

Savannah Davis, lease holder at 1444 Washington St., addressed the council with plans to open a wine and cigar bar. They would like to sell wine and beer, packaged and by the glass. Finger type food and desserts would be served, but it is anticipated that sales of food would not meet the current 50% requirement. They would like the Council to consider adjusting the ordinance to allow for this. The Council approves the City Attorneys to draft a new ordinance, which will be reviewed at the June meeting.

Agenda Item #3: *New Business*

Sub-Item #3a.: Terry Gladden Will Address Mayor and Council

Council Member Terry Gladden announced his resignation, effective May 31st.

Sub-Item #3b.: Discuss Big Holly Cabin

The cabin restoration is close to being complete and some props have been added. The Re-dedication should be around the Mountain Laurel Festival in mid May.

Sub-Item #3c.: Discuss Water and Sewer Tap Fees

After researching the current tap fees of local cities, Mr. Dickerson found that our tap fees are considerably low, especially considering the current cost of preforming these taps, along with the additional impact on the system. He has submitted a schedule of updated fees that he recommends the Council to adopt.

Council Member Terry Gladden made a motion to approve the updated tap fees as presented.

Seconded: Council Member Rick Wood

Passed (5 - 0)

Sub-Item #3d.: Discuss Antenna Site Rentals

WCHM contacted Mr. Dickerson to see if the City had any land he could rent to place an

antenna tower. He suggests considering to allow WCHM to rent 2 acres at the old City landfill on Robertson Loop Rd. The Council agrees to allow Mr. Dickerson to determine if this is a good location, and if there are any other potential locations. Once more information is obtained, the Council will be updated.

Agenda Item #4: Public Comment

Lane Gresham, on behalf of the Old Clarkesville Cemetery, would like to thank the City for helping with the recent fundraising event, and also for the Facade Grant.

Agenda Item #5: Consider Going Into Executive Session

There was no Executive Session.

Agenda Item #6: Adjournment

Council Member Terry Gladden made a motion to adjourn the Work Session.

Seconded: Council Member Franklin Brown

Passed (5 - 0)

Respectfully submitted,

Julie Poole, City Clerk

OFFICIAL MINUTES
REGULAR MEETING

May 1, 2023
Minutes
City of Clarkesville
Regular Meeting

The Regular Meeting was held on Monday, May 1, 2023, at 6:00 PM at City Hall. Those present were Council Member Rick Wood, Council Member Brad Coppedge, Council Member Terry Gladden, 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: *Invocation and Pledge*

Sub-Item #2a.: *Pastor Keith Cox With Clarkesville Methodist Church Will Lead the Meeting in Prayer*

Pastor Cox, with Clarkesville Methodist Church led the prayer.

Agenda Item #3: *Consent Agenda*

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

April 3, 2023 Work Session

April 3, 2023 Executive Session

April 3, 2023 Council Meeting

April 14, 2023 Called Meeting

April 14, 2023 Executive Session

Council Member Terry Gladden made a motion to approve the consent agenda.

Seconded: Mayor Pro - Tempore Franklin Brown

Passed (5 - 0)

Agenda Item #4: *Committee Reports*

Sub-Item #4a.: *Finance, Main Street, Fire, ESG, Planning and Zoning*

Department heads presented their monthly reports.

Agenda Item #5: *Unfinished Business*

Sub-Item #5a.: *Discuss Community House*

Council approves the name Clarkesville Community House. Mayor Aycock and Council Member Coppedge completed research and has presented some recommendations for rental rules, regulations and fees. Mr. Dickerson will take these recommendations and work with the Police and Fire Departments to draft a rental agreement. He plans for the Community House to be available for rentals on June 1, 2023. There will be an open house prior.

Mayor Pro - Tempore Franklin Brown made a motion to approve moving forward with drafting a rental agreement.

Seconded: Council Member Terry Gladden

Passed (5 - 0)

Sub-Item #5b.: Discuss Short Term Rentals

Mr. Dickerson recommends creating an ordinance to address short term rentals. The ordinance would include requiring these businesses to obtain an annual business license, define areas where short term rentals are or are not allowed, and other rules and regulations. Mr. Dickerson would like to research the ordinances of other small governments. He will present more information in a couple of months.

Agenda Item #6: New Business

There is no new business.

Agenda Item #7: Public Comment

There were no public comments.

Agenda Item #8: Consider Going Into Executive Session

There was no Executive Session.

Agenda Item #9: Adjournment

Council Member Angelia Kiker 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 March 31 2023					2022
	Budget	Actual	Difference	%Budget	Actual
General Fund					
Administrative Revenue	2,267,409	1,686,044	(581,365)	74%	1,512,297
Main Street	18,500	14,135	(4,365)	76%	12,652
Fire Revenue	24,000	3,200	(20,800)	13%	6,005
Planning Revenue	28,000	2,444	(25,556)	9%	8,203
Police Revenue	77,000	24,203	(52,797)	31%	27,412
Streets Revenue	29,226	28,046	(1,180)	96%	27,625
Hotel/Motel	3,500	944	(2,556)	27%	1,579
ARPA	0	0	0	#DIV/0!	0
Total General Fund Revenues	2,447,635	1,759,016	(688,619)	72%	1,595,773
Expenses					
Administration	950,871	270,965	(679,906)	28%	204,624
Main Street	171,916	38,989	(132,927)	23%	28,628
Fire	423,104	79,930	(343,174)	19%	87,414
Parks	10,300	18,559	8,259	180%	1,856
Planning & Zoning	86,971	18,139	(68,832)	21%	18,254
Police	810,841	201,408	(609,433)	25%	166,981
Streets	156,131	34,241	(121,890)	22%	34,277
Total General Fund Expenses	2,610,134	662,231	(1,947,903)	25%	542,034
General Fund Revenues over Expenses	0	1,096,785	(2,636,522)		1,053,739
Water/Sewer Fund					
Water Revenues	1,403,292	345,534	(1,057,758)	25%	306,664
Sewer Revenues	552,500	125,875	(426,625)	23%	130,173
Sanitation Revenues	197,044	49,618	(147,426)	25%	48,695
Total Water/Sanitation/Sewer Revenues	2,152,836	521,027	(1,631,809)		485,532
Administration Expense	1,456,992	334,238	1,122,754	23%	346,612
Water Plant Expense	351,200	80,134	271,066	23%	66,560
Water Distribution Expense	31,200	5,606	25,594	18%	2,241
Waste Water Plant Expense	79,800	18,824	60,976	24%	34,258
Waste Water Collection	36,600	11,217	25,383	31%	4,546
Sanitation	197,044	47,126	149,918	24%	45,905
Total Water/Sanitation/Sewer Expenses	2,152,836	497,145	1,655,691	23%	500,122
W/S/S Revenues over Expenses	0	23,882	23,882		(14,590)
Total City Fund Revenues over Expenses	0	1,120,667	(2,612,640)		1,039,149

Fire Department Council Report June 2023

May Responses

Total 85

Fires 4

EMS 57

MVA 2

Service 10

Canceled or False 12

Inside City Limits 73

Outside 12

Statistics are as of June 1, 2023 0800 hrs

ESG Operations Inc.

City Hall Mtg. Agenda for May 2023

- May events recap
- Community House and Log Cabin
- Mt. Laurel Festival

Departmental Activity Report for the Month of May

The following permits were issued for the month of May:

4 Permanent Sign

0 Temporary Sign

0 Plan Review

1 Building

0 Plumbing

0 Electrical

1 Mechanical

2 Tree Removal

0 Erosion Inspections

1 Code Enforcement Action

15 Construction inspections

COs Issued: 3, 111 Smith Ct, 306 Water Tower Place, 210 Flesner Ct.

Planning Activities: We have received the preliminary plat for a new subdivision that will be located off Swain Street (behind Leland Hills). The planning commission will consider this item at the June 12th meeting.

IT activities for the month included security and maintenance updates on the city servers & firewalls. And maintenance/updates at the police department. I've ordered a replacement laptop for Gardens and Grounds as the one they have bit the dust.

CITY OF CLARKESVILLE

AN ORDINANCE OF CITY OF CLARKESVILLE, GEORGIA AMENDING CHAPTER 6, ALCOHOLIC BEVERAGES TO PROVIDE FOR ISSUING LICENSES FOR MALT BEVERAGES AND WINE PACKAGED SALES FOR CONSUMPTION OFF PREMISES IN CONNECTION WITH RETAIL SALE OF MALT BEVERAGES AND/OR WINE BY THE DRINK FOR CONSUMPTION ON THE PREMISES, REGULATIONS RELATED TO SUCH BUSINESSES, AND TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

Chapter 6 is amended by adding new content to Chapter 6 of the Code of Ordinances of the City of Clarkesville in the specific sections below so that Chapter 6 will include the following provisions:

Sec. 6-2. Definitions

Wine Bar and Retail Store shall mean a retail store located in the Downtown Entertainment District that sells limited malt beverages and wine for consumption on the premises, offers prepared food items, coffee, and merchandise that may include retail packaged food products, and retail / package beer and wine for consumption off premises.

Sec. 6-28. Same--Types issued.

(8) Wine Bar and Retail Store

Sec. 6-203. Type of retail establishment; where permitted.

(3) Wine Bar and Retail Store to be eligible to apply for a “Wine Bar and Retail Store license” must have a permanent physical location located within the Downtown Entertainment District; be a public place kept, used, maintained, advertised and held out to the public as a place of business; and such place being provided with adequate and sanitary facilities as specified by the County Health Department. Such establishment must have all necessary and appropriate state and local licenses for retail sale of packaged malt beverages and/or wines for consumption off the premises, retail sale of malt beverages by the drink for consumption on the premises and retail sale of wine by the drink for consumption on the premises, and obtain from the City a separate Wine Bar and Retail Store license. The serving of on-premises consumption of malt beverages and/or wine shall be incidental to the principal business conducted, and at no time can the sale of such alcohol for consumption on premises be the dominant activity within the business. The total revenue generated from the sale of alcohol under the “Wine Bar and Retail Store license” must not exceed ____ percent of the business's total annual gross sales of products and/or services at the business's location. A Wine Bar and Retail Store shall be expressly prohibited from the sale of distilled spirits for consumption on the premises or by the package or

bottle. There shall be no requirement that a Wine Bar and Retail Store derive any percentage of its business from the sale of meals and food.

Sec. 6-281. Retail sale of merchandise requirement, food sale requirement, and consumption sales only inapplicable. The requirements of Sec. 6-180, Sec. 6-203, and Sec. 6-206 of this Chapter of the City of Clarksville Code of Ordinances shall not apply to farm winery tasting rooms and Wine Bars and Retail Stores.

City of Clayton	
# of employees	FEE
0-3	\$110
4-8	\$125
9-20	\$150
21-35	\$175
35-50	\$190
51+	\$225

City of Helen	
# of employees	FEE
1-3	\$365
4-7	\$640
8+	\$890

City of Cornelia	
# of employees	FEE
1-2	\$81.99
3-5	\$165.73
6-10	\$215.97
11-25	\$291.89
26-50	\$450.44
51-100	\$768.64
101-150	\$1,103.59
151-250	\$1,438.54
251-500	\$1,689.75
501-1000	\$2,527.13
1001+	\$3,365.50

Town of Alto	
# of employees	FEE
1-2	\$65.00
3-5	\$140.00
6-10	\$185.00
11-25	\$253.00
26-50	\$395.00
51-100	\$680.00
101-150	\$980.00
151-250	\$1,280.00
251-500	\$1,505.00
501-1000	\$2,255.00
1001+	\$3,005.00

City of Clarkesville		
# of employees	FEE	Proposed
0-2.5	\$75	\$80
3-6.5	\$110	\$125
7-12.5	\$150	\$175
13-20	\$200	\$225
21+	\$250	\$300

Habersham Co	
# of employees	FEE
0-5	\$75
6-10	\$125
11-15	\$175
16-30	\$225
31-50	\$325
51+	\$425

White Co	
# of employees	FEE
0-5	\$100
6-10	\$200
11-15	\$300
16-20	\$400
21-25	\$500
26+	\$600