



Agenda
City of Clarkesville
Regular Meeting
6:00 PM September 11,
2023

1. *Call to Order*
2. *Invocation and Pledge*
 - 2a. *Pastor David Stancil with Hills Crossing Baptist Church Will Lead the Prayer*
3. *Consent Agenda*
 - 3a. *Consider Approval of the Minutes for the Following Meetings*
August 8, 2023 Council Meeting
August 8, 2023 Executive Session
August 18, 2023 Council Retreat
4. *Committee Reports*
 - 4a. *Finance, Fire, ESG, Planning and Zoning Will Present Their Monthly Reports*
5. *Unfinished Business*
 - 5a. *Mr. Dickerson Will Discuss the 2024 Budget*
6. *New Business*
 - 6a. *Consider Approval for Package Beer, Wine and Liquor License for Monroe Street Liquor Store at 332 Monroe Street Suite 2.*
 - 6b. *Constitution Week Proclamation*
7. *Public Comment*
8. *Consider Going Into Executive Session*
9. *Adjournment*

OFFICIAL MINUTES
REGULAR MEETING

August 7, 2023
Minutes
City of Clarkesville
Regular Meeting

The Regular Meeting was held on Monday, August 7, 2023, at 6:00 PM at City Hall. Those present were Mayor Pro - Tempore Franklin Brown, Council Member Angelia Kiker, Council Member Brad Coppedge, Council Member Rick Wood, Mayor Barrie Aycock.

Agenda Item #1: *Call to Order*

Mayor Aycock called the meeting to order.

Agenda Item #2: *Invocation and Pledge*

Minister Matthew Butler with Bethlehem Baptist Church led the prayer.

Agenda Item #3: *Consent Agenda*

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

July 10, 2023 Work Session

July 10, 2023 Executive Session

July 10, 2023 Council Meeting

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

Seconded: Council Member Rick Wood

Passed (4 - 0)

Agenda Item #4: *Department Reports*

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

Monthly reports were presented.

Agenda Item #5: *Unfinished Business*

Sub-Item #5a.: *Discuss Cost of a Hotel Feasibility Study*

Mr. Dickerson received some pricing for the Hotel Feasibility Study. The companies he reached out to came in around \$7500.00, which is higher than he expected. Council would like continue to pursue the Study. Mr. Dickerson will continue to search for a reasonable solution. Discussion is tabled until more information is available.

Agenda Item #6: *New Business*

Sub-Item #6a.: *Consider Approval of the Alcohol License for ARR Circle LLC to Sell Packaged Beer and Wine at 332 Monroe Street.*

Mayor Pro - Tempore Franklin Brown made a motion to approve the Alcohol License for ARR Circle LLC.

Seconded: Council Member Brad Coppedge

Passed (4 - 0)

Agenda Item #7: *Public Comment*

Laura Canter from Clarkesville, GA asked what location is being planned for a hotel. Mr. Dickerson responded that the two properties he is aware of are the Old Courthouse and the old Church and Sons Funeral Home.

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

Meeting to discuss or vote to authorize the settlement of a matter covered by the attorney-client privilege as provided in Georgia Code section 50-14-2(1) and 50-14-3(b)(1)(A). The subject discussed was Partnership Habersham.

and

Meeting 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).

Mayor Pro - Tempore Franklin Brown made a motion to enter executive session .

Seconded: Council Member Angelia Kiker

Passed (4 - 0)

Agenda Item #9: *Adjournment*

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

Seconded: Council Member Angelia Kiker

Passed (4 - 0)

Respectfully submitted,

Julie Poole, City Clerk

OFFICIAL MINUTES
RETREAT CALLED MEETING

August 18, 2023
Unapproved Minutes
City of Clarkesville
Retreat

The Called Meeting of the Clarkesville Mayor and City Council was held on Friday, August 18, 2023, from 8:30 a.m. until 3:00 p.m. at NGTC. Those present were Mayor Barrie Aycock, Council Members Angelia Kiker, Franklin Brown, Brad Coppedge, Rick Wood and City Manager Keith Dickerson.

Agenda Item #1: *Call to Order.*

Mayor Barrie Aycock called the meeting to order.

Agenda Item #2: *Welcome, Overview and Getting Started*

Jennifer Nelson, Facilitator with UGA's Carl Vinson Institute of Government, went over the agenda, and we had introductions.

Item #3: *Budget Update*

Mr. Dickerson presented the preliminary 2024 budget. He plans to do a partial roll back. Brad Coppedge suggests continuing with the current millage rate of 6.3111 mills. The Mayor and Council voted unofficially against a roll back. Mayor Aycock, Franklin Brown, Brad Coppedge and Rick Wood voted against the roll back. Angelia Kiker was undecided.

Item #4: *Council Issues Discussion & Action Items*

4a: Short Term Rentals

Each short-term rental will be charged a business license fee and will be required to provide proof that they are paying hotel/motel taxes. Each property would be subject to an occupancy inspection. Mr. Dickerson will work on the policy and present it to Council prior to year-end.

4b: Downtown Parking

Mr. Dickerson would like to make the parallel parking on Washington St. two-hour parking from 8:00-5:00. He would like to place cameras and have some deputized employees available to write tickets with a fee of \$10.00. Council agrees to move forward with purchasing cameras and signs.

4c: Impact Fees

Mr. Dickerson would like to have the option to implement water and sewer impact fees per unit for new developments. The utility price sheet will be updated to add that additional fees may be assessed on an as needed basis.

4d: Community House Fees

Fees were discussed and Council agreed to keep the current rates, plus a \$100.00 cleaning fee and \$400 deposit. Nonprofits will be charged \$100.00 flat fee.

4e: Courthouse

Council Member Franklin Brown made a motion to approve the Intergovernmental Agreement as presented to demolish the Old Courthouse located at 555 Monroe St.

Seconded: Council Member Rick Wood

Passed (4-0)

4f: Partnership Habersham Agreement

This item was not discussed.

Item #5: Additional Priorities and Action Items

5a: Future Goals

Prioritize obtaining a concept plan for Pitt's Park. Mrs. Kiker would also like to create a nonprofit group that would help with the revitalization of Pitt's Park.

Pickleball Court and Bathrooms on Mary St. completed.

Complete some water and possible sewer line extensions.

5b: Logo

Council Member Franklin Brown made a motion to approve the Experience Clarkesville Logo with small modifications to be approved.

Seconded: Council Member Angelia Kiker

Passed: (4-0)

Item #6: Next Steps, Wrap-Up and Adjourn

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

Seconded: Council Member Angelia Kiker

Passed: (4-0)

The Facilitator will do the final minutes going over everything discussed in detail.

Respectfully submitted,

Julie Poole

City Clerk

City of Clarkesville
(UNAUDITED)

Financial Report - As of June 30 2023					2022
	Budget	Actual	Difference	%Budget	Actual
General Fund					
Administrative Revenue	2,267,409	1,867,148	(400,261)	82%	1,597,188
Main Street	18,500	15,673	(2,827)	85%	15,175
Fire Revenue	24,000	10,460	(13,540)	44%	38,398
Planning Revenue	28,000	14,734	(13,266)	53%	13,583
Police Revenue	77,000	53,853	(23,147)	70%	56,703
Streets Revenue	29,226	29,846	620	102%	28,825
Hotel/Motel	3,500	2,220	(1,280)	63%	2,424
ARPA	0	0	0	#DIV/0!	0
Total General Fund Revenues	2,447,635	1,993,934	(453,701)	81%	1,752,296
Expenses					
Administration	950,871	538,394	(412,477)	57%	547,641
Main Street	171,916	92,408	(79,508)	54%	70,564
Fire	423,104	180,027	(243,077)	43%	185,820
Parks	10,300	43,737	33,437	425%	4,160
Planning & Zoning	86,971	40,899	(46,072)	47%	39,139
Police	810,841	403,069	(407,772)	50%	379,573
Streets	156,131	78,283	(77,848)	50%	72,395
Total General Fund Expenses	2,610,134	1,376,817	(1,233,317)	53%	1,299,292
General Fund Revenues over Expenses	0	617,117	(1,687,018)		453,004
Water/Sewer Fund					
Water Revenues	1,403,292	700,735	(702,557)	50%	642,289
Sewer Revenues	552,500	271,058	(281,442)	49%	268,919
Sanitation Revenues	197,044	99,833	(97,211)	51%	98,073
Total Water/Sanitation/Sewer Revenues	2,152,836	1,071,626	(1,081,210)		1,009,281
Administration Expense	1,456,992	683,039	773,953	47%	698,968
Water Plant Expense	351,200	196,047	155,153	56%	279,130
Water Distribution Expense	31,200	23,162	8,038	74%	8,897
Waste Water Plant Expense	79,800	36,285	43,515	45%	48,760
Waste Water Collection	36,600	47,979	(11,379)	131%	18,437
Sanitation	197,044	103,178	93,866	52%	95,571
Total Water/Sanitation/Sewer Expenses	2,152,836	1,089,690	1,063,146	51%	1,149,763
W/S/S Revenues over Expenses	0	(18,064)	(18,064)		(140,482)
Total City Fund Revenues over Expenses	0	599,053	(1,705,082)		312,522

Fire Department Council Report September, 2023

August Responses

Total- 93

Fires- 0

Med- 54

MVC- 6

Service- 10

Canceled/False- 23

Public Relations: Greeted students on first day of school at Clarkesville Elementary

Hosted Family Fun Day at Pitts Park

ESG Operations Inc.

City Hall Mtg. Agenda for August 2023

- Old Clarkesville Cemetery power request
- End of Summer events
- Pitts Park Maintenance update

Departmental Activity Report for the Month of August

The following permits were issued for the month of August:

0 Permanent Sign

1 Temporary Sign

0 Plan Review

3 Building

4 Plumbing

4 Electrical

4 Mechanical

1 Tree Removal

3 Code Enforcement Actions

14 Construction inspections

COs Issued: 445 E Water – New single-family residence

Planning Activities: The Planning Commission will be considering a map amendment request at Morningside Dr (Map/Parcel 104 297). The request is a zoning change from R-1, Single-family to R-2, Multiple family. The Planning Commission will consider this request at their September 20th meeting. The Mayor and Council will consider this request at their October 2nd meeting.

IT activities for the month included security and maintenance updates on the city servers, firewalls and workstations at city hall.



Constitution Week Proclamation

WHEREAS: September 17, 2023 marks the two hundred and thirty-sixth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS: It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE I, Barrie Aycock, by virtue of the authority vested in me as Mayor of the City of Clarkesville, do hereby proclaim the week of September 17 through 23 as CONSTITUTION WEEK

AND ask our citizens to reaffirm the ideals the Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Clarkesville to be affixed this _____ day of _____ of the year of our Lord two thousand twenty-three.

Signed _____

SEAL Attest _____