



Agenda
City of Clarkesville
Regular Meeting
6:00 PM August 4, 2025

1. *Call to Order*
2. *Invocation and Pledge*
 - 2a. *Pastor Matthew Butler With Bethlehem Baptist Church Will Lead the Meeting in Prayer*
3. *Consent Agenda*
 - 3a. *Discuss and Vote to Approve the July 7, 2025 Work Session, Executive Session and Council Meeting Minutes*
4. *Committee Reports*
 - 4a. *Finance, MainStreet, Fire, ESG, Police, Planning and Zoning*
5. *Unfinished Business*
 - 5a. *Vote to Approve Ordinance 2025-5 Outdoor Lighting*
 - 5b. *Update on the Camp Merrill Intergovernmental Service Agreement*
6. *New Business*
 - 6a. *Discuss Election Qualifying*
7. *Public Comment*
8. *Consider Going Into Executive Session*
9. *Adjournment*

OFFICIAL MINUTES
COUNCIL WORK SESSION

July 7, 2025
Minutes
City of Clarkesville
Council Work Session

The Council Work Session was held on Monday, July 7, 2025, 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.: *Update on Intergovernmental Agreement With the United States Army*

Mr. Dickerson updated Council that the U.S. Army is continuing to work to prepare for the contract to begin. Partial fulfillment of the contract could begin sometime in August.

Sub-Item #2b.: *Discuss Density Changes*

Mr. Dickerson reviewed some changes he would like Council to vote at the Council Meeting to send to the Planning Commission for their approval. Changes were outlined in the agenda packet.

Agenda Item #3: *New Business*

Sub-Item #3a.: *Discuss Ordinance for Golf Cart Rentals*

Mr. Dickerson would like Council's opinion on allowing golf cart rentals within the City. While some think it could be beneficial, especially during special events, concerns included renter's knowledge of allowable streets and the carts being street legal with appropriate lights and signage. Also, it should be required for carts donated or borrowed for special events to be permitted and legal. Council Member Brown offered to meet with and discuss with the specific business owner that would like to rent out the golf carts.

Sub-Item #3b.: *Discuss School Resource Officer*

All municipalities, with a school within their districts, were approached by the Sheriff's Department to provide a Resource Officer for that school. The school system would pay the salary and for training of the officer. A car would not be provided and it is undetermined if benefits would be paid. Council Members agree that it is important for each school to have an assigned resource officer, however the program should be staffed and funded in full by the school system.

Sub-Item #3c.: *Discuss Sales Tax Facts*

Council discussed the the sales tax chart, that shows what the rate is for all counties in the state.

Sub-Item #3d.: *Discuss Health Insurance for City Attorney*

This discussion is dropped. The insurance company will not allow this.

Sub-Item #3e.: *Discuss SPLOST VIII*

If SPLOST VII passes, the County is going to bond funds for the jail, estimating that the City will receive \$2.3 million over 7 years. The county will pay a portion the bond then disperse the remaining funds. An intergovernmental agreement will be presented at the Retreat for approval.

Agenda Item #4: *Open Discussion*

There was no open discussion.

Agenda Item #5: *Public Comment*

There were no public comments.

Agenda Item #6: *Consider Going Into Executive Session*

Council Member Rick Wood made a motion to enter executive session .

Seconded: Council Member Don Nix

Passed (5 - 0)

Agenda Item #7: *Adjournment*

Council Member Angelia Kiker made a motion to adjourn the meeting.

Seconded: Council Member Don Nix

Passed (5 - 0)

Respectfully submitted,

Julie Poole, City Clerk

OFFICIAL MINUTES
REGULAR MEETING

July 7, 2025
Minutes
City of Clarkesville
Regular Meeting

The Regular Meeting was held on Monday, July 7, 2025, 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.: *Mayor Aycock Will Lead the Meeting in Prayer*

Mayor Aycock led the meeting in prayer.

Agenda Item #3: *Invited Guests*

Sub-Item #3a.: *Employee Appreciation Recognition*

Police Officer Terry Palmer was recognized by the Georgia Fraternal Order of Police for his heroic act of valor and life saving measures on September 7, 2024.

Agenda Item #4: *Consent Agenda*

Sub-Item #4a.: *Discuss and Vote to Approve the Following Minutes:*

June 2, 2025 Work Session

June 2, 2025 Executive Session

June 2, 2025 Council Meeting

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

Seconded: Council Member Brad Coppedge

(5 - 0)

Agenda Item #5: *Committee Reports*

Sub-Item #5a.: *Finance, Main Street, Fire, ESG, Police, Planning and Zoning*

Department heads presented their monthly reports.

Agenda Item #6: *Unfinished Business*

Sub-Item #6a.: *Discuss and Vote to Adopt Lighting Ordinance 2025-5*

Mr. Dickerson would like to amend the presented lightning ordinance to allow some up lighting. He would also like to explore the potential to provide the light fixture for uniformity. Council Member Nix agreed that up lighting can beautify a town if done correctly and recommended providing a list of approved fixtures. Council Member Kiker asked if something can be done with the lights at the old courthouse property. Mr.

Dickerson said he will talk with Georgia Power.

Sub-Item #6b.: Discuss and Vote on Density Changes for Planning Commission Review

Council Member Rick Wood made a motion to approve sending the density changes to Planning Commission.

Seconded: Council Member Brad Coppedge

Passed (5 - 0)

Agenda Item #7: New Business

Sub-Item #7a.: Discuss and Vote on Northeast Georgia Regional Radio Network

Intergovernmental Agreement

Mayor Pro - Tempore Franklin Brown made a motion to approve the Intergovernmental Agreement.

Seconded: Council Member Brad Coppedge

Passed (5 - 0)

Sub-Item #7b.: Discuss and Vote to Dispose of the Following Police Vehicles:

2014 Dodge Charger 2C3CDXAT0EH167873

2014 Dodge Charger 2C3CDXAT1EH167879

2017 Dodge Charger 2C3CDXAT2GH247176

2008 Ford Explorer 1FMEU73E88UB28674

2010 Ford Explorer 1FMEU7DE5AU08609

Council Member Brown asked what is the plan for disposal. Chief Clouatre in discussions with a local up-fitter to purchase the vehicles.

Mayor Pro - Tempore Franklin Brown made a motion to approve disposal of the listed vehicles.

Seconded: Council Member Brad Coppedge

Passed (5 - 0)

Agenda Amendment to Approve the Appointment of Alan Hoag to the Planning Commission

Mayor Pro - Tempore Franklin Brown made a motion to approve the agenda amendment.

Seconded: Council Member Brad Coppedge

Passed (5 - 0)

Council Member Rick Wood made a motion to approve the appointment of Alan Hoag to the Planning Commission.

Seconded: Council Member Don Nix

Passed (5 - 0)

Agenda Item #8: Public Comment

There were no public comments.

Agenda Item #9: Consider Going Into Executive Session

Executive Session was moved to the Work Session.

Sub-Item #9a.: Council Will Vote 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).

Agenda Item #10: Adjournment

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

Seconded: Council Member Brad Coppedge

Passed (5 - 0)

Respectfully submitted,

Julie Poole, City Clerk

City of Clarkesville
(UNAUDITED)

Financial Report - As of June 30 2025					2024
	Budget	Actual	Difference	%Budget	Actual
General Fund					
Administrative Revenue	2,719,081	2,352,364	(366,717)	87%	2,139,271
Main Street	18,600	2,468	(16,132)	13%	16,257
Fire Revenue	20,000	5,305	(14,695)	27%	85
Planning Revenue	28,000	8,613	(19,387)	31%	16,407
Police Revenue	97,500	83,154	(14,346)	85%	48,469
Streets Revenue	29,226	71,968	42,742	246%	38,023
Hotel/Motel	3,500	2,586	(914)	74%	724
ARPA	0	0	0	0%	0
Total General Fund Revenues	2,915,907	2,526,458	(389,449)	87%	2,259,236
Expenses					
Administration	890,944	544,017	(346,927)	61%	402,982
Main Street	209,445	98,750	(110,695)	47%	104,960
Fire	517,020	235,897	(281,123)	46%	231,854
Parks	29,226	10,333	(18,893)	35%	90,728
Planning & Zoning	91,901	42,932	(48,969)	47%	41,994
Police	1,012,305	502,404	(509,901)	50%	454,996
Streets	181,881	89,250	(92,631)	49%	84,707
Total General Fund Expenses	2,932,722	1,523,583	(1,409,139)	52%	1,412,221
General Fund Revenues over Expenses	0	1,002,875	(1,798,588)		847,015
Water/Sewer Fund					
Water Revenues	1,469,230	762,747	(706,483)	52%	722,141
Sewer Revenues	578,000	308,428	(269,572)	53%	340,388
Sanitation Revenues	211,535	110,781	(100,754)	52%	103,621
Total Water/Sanitation/Sewer Revenues	2,258,765	1,181,956	(1,076,809)	52%	1,166,150
Administration Expense	1,474,094	732,776	741,318	50%	603,356
Water Plant Expense	380,000	156,161	223,839	41%	190,751
Water Distribution Expense	42,721	34,913	7,808	82%	28,905
Waste Water Plant Expense	90,815	55,938	34,877	62%	46,183
Waste Water Collection	59,600	33,696	25,904	57%	37,466
Sanitation	211,535	113,673	97,862	54%	94,103
Total Water/Sanitation/Sewer Expenses	2,258,765	1,127,157	1,131,608	50%	1,000,764
W/S/S Revenues over Expenses	0	54,799	54,799		165,386
Total City Fund Revenues over Expenses	0	1,057,674	(1,743,789)		1,012,401

Main Street Report July 2025

New Businesses

- A to Zinc- Moved to a new location

Events

- Red White and Tunes- estimated attendance- 2,000
- Car Show with Purpose
- In town events
 - Total of events 33
 - Total Attendance of 4550

Upcoming events

- Dog Days of Summer – August 16
- First Friday – September 5
- Fall Festival and History Harvest – October 4
- 2nd Annual Soque River Fine Arts Festival – October 18

Fire Department Council Report August 2025

Total 89

Fires 3

Smoke Scare 4

MVA 5

EMS 46

Service 10

Cancel/False 21

City 51

County 33

Demorest 5

Public Relations Participated with Family Day @ Presbyterian Church

Departmental Activity Report for the Month of July

The following permits were issued for the month of July:

2 Permanent Sign

1 Temporary Sign

0 Plan Review

4 Building

2 Plumbing

2 Electrical

0 Mechanical

0 Tree Removal

1 Land Disturbance – Church and Son’s Funeral Home

7 Code Enforcement Actions

10 Construction inspections

COs Issued: 0

Planning Activities: The Planning Commission approved the preliminary plat for the Village Crest Subdivision located on Rocky Branch Rd. They have filed their Notice of Intent with the state EPD and work should be starting at the site shortly. The Church and Son’s funeral home has been demoed and the site is being seeded and the fencing removed.

The Planning Commission will have its public hearing for a zoning ordinance amendment to Section 2302, Minimum lot width, lot size, floor area and density requirements at their August 12th meeting. The Governing Body will consider the amendment at their September 8th meeting.

Chapter 26 – Environment

Article IV. OUTDOOR LIGHTING

Sec. 26-150. Purpose.

The purpose of this ordinance is to establish clear and practical guidelines for outdoor lighting throughout the City to promote public safety and support responsible site development. This ordinance is intended to maximize the effectiveness of outdoor lighting, reduce unnecessary upward illumination and spillover onto neighboring properties, minimize glare, conserve energy, and protect views of the night sky. These standards are designed to discourage lighting practices that create a nuisance or diminish the natural nighttime environment.

Sec. 26-151. Applicability.

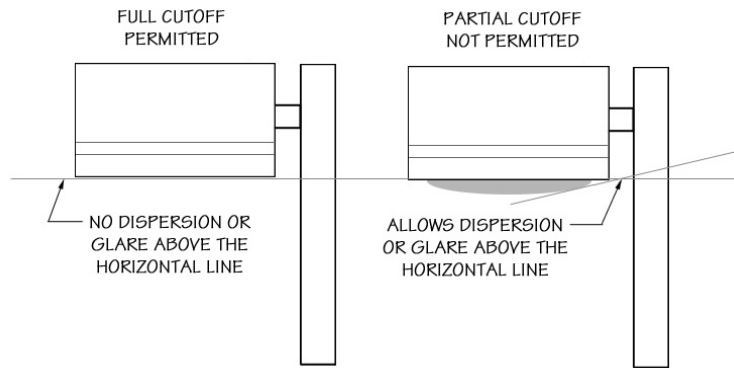
Except as provided otherwise in this section, this ordinance shall apply to any outdoor lighting fixture or luminary that is installed, replaced, or significantly modified after the effective date of this ordinance that is:

- A. Located on property within a commercial or industrial zoning district and is used for outdoor non-essential lighting and / or equipped with a lamp which emits 3,000 or more initial lumens emitting no more than 6 Foot Candles at ground level; or
- B. Located on property within a residential zoning district or agricultural zoning district and is equipped with a high intensity discharge lamp, regardless of its initial lumens; or
- C. Any parking lot lighting, sign illumination, building-mounted lighting, floodlights, and decorative exterior lighting.

The provisions of Sec. 26-152 (F) shall apply to any outdoor non-essential lighting (business / commercial use) within the City regardless of the date of installation.

Sec. 26-152. Standards.

- A. All exterior lights and illuminated signs shall be designed, located, installed and directed in such a manner as to prevent objectionable light at, and glare across, the property lines and disability glare at any location on or off the property. The "maintained horizontal illuminance recommendations" set by the Illuminating Engineering Society of North America shall be observed.
- B. All parking area lighting will be full cut-off type fixtures.



C. All light from an upward-directed fixture shall be contained from projecting beyond the targeted surface, such as by a building façade, roof overhang, or landscape feature and the light source shall not be visible from any roadway or adjacent property. Externally lit signs, display, building and aesthetic lighting must be lit from the top and shine downward. The lighting must be shielded to prevent direct glare and/or light trespass. The lighting must also be, as much as physically possible, contained to the target area. Internally lighted signs are acceptable.

D. All building lighting for security or aesthetics will be full cut-off or a shielded type, not allowing any upward distribution of light. Floodlighting is discouraged, and if used, must be shielded to prevent:

- 1.Disability glare for drivers or pedestrians.
- 2.Light trespass beyond the property line, and
- 3.Light above a 90 degree, horizontal plane.

(Wall Pack type fixtures are not acceptable unless shielded)

E. Adjacent to residential property, no direct light source will be visible at the property line at ground level or above.

F. For business and commercial properties, all non-essential lighting shall be turned off after business hours, leaving only the necessary lighting for site security. Non-essential lighting shall apply to display, aesthetic, parking, and sign lighting.

G. Residential security lighting shall use motion-sensor lights which shall automatically turn off within fifteen minutes when no movement is detected.

Sec. 26-153. Modification, waiver, or variation.

A modification, waiver or variation from the standard may be granted by the zoning administrator, as provided herein:

A. The zoning administrator may modify, waive or vary the standard set forth in Sec. 26-152 in a particular case, and impose conditions on such a modification, waiver or variation which it deems appropriate to further the purposes of these outdoor lighting regulations, in either of the following circumstances:

1. Upon finding that strict application of the standard would not forward the purposes of this chapter or otherwise serve the public interest, or that alternative proposed by the owner would satisfy the purposes of these outdoor lighting regulations at least to an equivalent degree.
2. Upon finding that an outdoor luminary, or system of outdoor luminaries, required for a baseball, softball, football or soccer field cannot reasonably comply with the standard and provide sufficient illumination of the field for its safe use, as determined by recommended practices adopted by the Illuminating Engineering Society of North America for that type of field and activity or other evidence if a recommended practice is not applicable.

Sec. 26-154. Exempt outdoor lighting and related acts.

The following outdoor lighting and related acts shall be exempt from the requirements of these outdoor lighting regulations:

- A. Lighting which is not subject to this chapter by state or federal law. Lighting used by law enforcement, the Fire Department, and lighting used for security purposes by the City of Clarkesville Police Department or the Habersham County's Sheriff's Office.
- B. Construction, agricultural, emergency or holiday decorative lighting, provided that the lighting is temporary, and is discontinued within seven days upon completion of the project or holiday for which the lighting was provided.
- C. Lighting of the United States of America flag, State of Georgia flag, and other non-commercial flags expressing constitutionally protected speech.
- D. Security lighting controlled by sensors which provides illumination for 15 minutes or less.
- E. The replacement of an inoperable lamp or component which is in a luminary that was installed prior to the date of adoption this chapter which will not otherwise substantially modify the luminary.

F. The replacement of a failed or damaged luminary which is one of a matching group serving a common purpose which will not otherwise substantially modify the luminary.