



Agenda
City of Clarkesville
Regular Meeting
6:00 PM December 8, 2025

1. *Call to Order*
2. *Invocation and Pledge*
 - 2a. *Mayor Aycock Will Lead the Meeting in Prayer*
3. *Consent Agenda*
 - 3a. *Discuss and Consider Approval of the Following Minutes:*

November 10, 2025 Work Session
November 10, 2025 Council Meeting
November 10, 2025 Executive Session
 - 3b. *Discuss and Consider Approval of the Following Alcohol License Renewals:*

Ingles
Jay Maa Umiya - Westside Express
Pinheads
Hush
Oasis Bar & Grill
Rustic Cabin
Frescos
Old Towne Pub
Venera Liquors - Monroe Package
4. *Committee Reports*
 - 4a. *Finance, Fire, ESG, Police Department, Planning and Zoning*
5. *Unfinished Business*
 - 5a. *Update on Impact Fees*
6. *New Business*
 - 6a. *Discuss and Vote to Appoint Darrin Johnston, Sean Nix, Liz Treadwell and Lisa Nicholson to the Habersham Library Board*
 - 6b. *Discuss and Vote to Appoint Rick Coulon and Gloria Camp to the Housing Authority Board*

- 6c. *Discuss and Vote to Approve Resolution 2025-9 Retirement Benefit Change*
- 6d. *Discuss and Vote to Approve the 2026 Council Meeting Schedule*
- 6e. *Discuss and Vote to Approve the 2026 Holiday Schedule*
- 7. *Public Comment*
- 8. *Consider Going Into Executive Session*
- 9. *Adjournment*

OFFICIAL MINUTES
COUNCIL WORK SESSION

November 10, 2025
Minutes
City of Clarkesville
Council Work Session

The Council Work Session was held on Monday, November 10, 2025, at 5:00 PM at City Hall. Those present were Council Member Don Nix, Council Member Angelia Kiker, Council Member Brad Coppedge, Council Member Franklin Brown, Mayor Barrie Aycock. Council Member Rick Wood was absent.

Agenda Item #1: *Call to Order*

Mayor Aycock called the meeting to order.

Agenda Item #2: *Unfinished Business*

Sub-Item #2a.: *Update on Georgia DOT Round-a-bout*

The State has finalized the financial assistance plan for the upcoming Round-a-bout. Overall, this will allow improvements for water and sewer in the area, including new manholes and will increase the size of the water lines. The City will be responsible for a maximum of \$292,350.66, which is 40% of the estimated relocation costs. This project will be paid with SPLOST funds. Responsibility of landscaping has not yet been agreed upon.

Sub-Item #2b.: *Council Member Coppedge Will Update on the Soque River Watershed Association*

Mr. Coppedge first updated on Greene Plaza. He is working on a project, with MainStreet, to improve the Plaza with a vinyl weather covering, nonslip coating on the ground and a "basecamp" mural.

The SRWA has applied for a \$2.7 million grant that would eliminate and move water out of Pitt's Park. In addition, it would include river bank restorations, new walking paths, work out stations, multiple public river access points, new playground equipment, new park areas at the Soque Greenway Trail, and potentially an amphitheater. If approved, the project will begin mid 2026. There was general discussion about the plans presented.

A new dual sided directional sign will be installed at Grant St. and Mary St. A walking trail has been built around the soccer field and pickle ball court. Lowe's donated a water fountain for the Soque Greenway Trail. Lowe's also donated three metal storage buildings.

Agenda Item #3: *New Business*

Sub-Item #3a.: *Discuss the Georgia Municipal Association Lease Program*

GMA offers a low interest lease program for capital expenditures and Mr. Dickerson would like to utilize this for purchases such as the fire truck that will be purchased with SPLOST 8 funds.

Agenda Item #4: *Open Discussion*

Habersham County requested the City accept Rocky Branch Road in its entirety as a City road. Council Member Don Nix made a motion to approve the acceptance of Rocky Branch Road as a City maintained road in its entirety..

Seconded: Council Member Angelia Kiker

Passed (4 - 0)

Agenda Item #5: *Public Comment*

Leigh Johnston said that the Rocky Branch Road bed is actually state owned and asked how that would work. Mr. Dickerson explained that the State will continue to own the road bed, but we will maintain the road including paving and right of way.

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

There was no Executive Session.

Agenda Item #7: *Adjournment*

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

Seconded: Council Member Franklin Brown

Passed (4 - 0)

Respectfully submitted,

Julie Poole, City Clerk

OFFICIAL MINUTES
REGULAR MEETING

November 10, 2025
Minutes
City of Clarkesville
Regular Meeting

The Regular Meeting was held on Monday, November 10, 2025, at 6:00 PM at City Hall. Those present were Council Member Don Nix, Mayor Pro - Tempore Franklin Brown, Council Member Angelia Kiker, Council Member Brad Coppedge, Mayor Barrie Aycock. Council Member Rick Wood was absent.

Agenda Item #1: *Call to Order*

Mayor Aycock called the meeting to order.

Agenda Item #2: *Invocation and Pledge*

Sub-Item #2a.: *Pastor David Stancil with Hills Crossing Baptist Church Will Lead the Meeting in Prayer*

Pastor Stancil led the meeting in prayer.

Agenda Item #3: *Consent Agenda*

Sub-Item #3a.: *Discuss and Consider Approval of the October 6, 2025 Council Meeting*

Sub-Item #3b.: *Discuss and Vote to Approve the Following Alcohol License Renewals*

- *Panito Group Inc dba Gulf Food Mart*
- *Clarkesville Food LLC dba Taxaco Food Mart*
- *El Jinete #3 Inc*
- *North Georgia Liquor Inc dba Clarkesville Package Store*
- *Juhan Song Inc dba The Attic*
- *Ohm Sai Shiv LP dba Shake N Go*
- *Rupakot LLC dba USA Shop*
- *Room 227 LLC dba The Copper Pot*
- *TRS 316Pie LLC dba Your Pie*

Mayor Pro - Tempore Franklin Brown made a motion to approve the October 6 meeting minutes as presented.

Seconded: Council Member Brad Coppedge

Passed (4 - 0)

Mayor Pro - Tempore Franklin Brown made a motion to approve the alcohol license renewals as listed.

Seconded: Council Member Don Nix

Passed (3 - 0)

Agenda Item #4: *Committee Reports*

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

Department Heads presented their monthly reports.

Agenda Item #5: *Unfinished Business*

Agenda Item #6: *New Business*

Sub-Item #6a.: *Recognition of Lowe's for Work Completed on the Greenway Trail*

Mr. Coppedge presented Lowe's with plaque and thanked them for their efforts.

Sub-Item #6b.: *Recognition of John Lunsford for His Service on the Housing Authority Board*

Mrs. Kiker presented Mr. Lunsford with a plaque and thanked him for his dedicated service.

Sub-Item #6c.: *Discuss and Vote to Approve the Inframark Amendment 2 Agreement*

Mayor Pro - Tempore Franklin Brown made a motion to approve the Inframark Contract as presented.

Seconded: Council Member Brad Coppedge

Passed (4 - 0)

Sub-Item #6d.: *Discuss and Vote to Approve the Georgia Department of Transportation Contract Agreement*

Mayor Pro - Tempore Franklin Brown made a motion to approve the GDOT contract as presented.

Seconded: Council Member Brad Coppedge

Passed (4 - 0)

Sub-Item #6e.: *Discuss and Vote to Approve Resolution 2025-7 GDOT Contract Item Agreement*

Mayor Pro - Tempore Franklin Brown made a motion to approve Resolution 2025-7.

Seconded: Council Member Brad Coppedge

Passed (4 - 0)

Sub-Item #6f.: *Discuss and Vote to Approve Resolution 2025-6 Emergency Management*

Mayor Pro - Tempore Franklin Brown made a motion to approve Resolution 2025-6.

Seconded: Council Member Brad Coppedge

Passed (4 - 0)

Discuss and Vote to Approve Resolution 2025-8 Updated Tax Due Date

Mayor Pro - Tempore Franklin Brown made a motion to approve Resolution 2025-8.

Seconded: Council Member Brad Coppedge

Passed (4 - 0)

Agenda Item #7: *Public Comment*

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

Sub-Item #8a.: *Vote to Enter Into Executive Session for the Following*

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)

Meeting 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)

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

Seconded: Council Member Brad Coppedge

Passed (4 - 0)

Agenda Item #9: *Adjournment*

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

Seconded: Mayor Pro - Tempore Franklin Brown

Passed (4 - 0)

Respectfully submitted,

Julie Poole, City Clerk

City of Clarkesville
(UNAUDITED)

Financial Report - As of October 31 2025					2024
	Budget	Actual	Difference	%Budget	Actual
General Fund					
Administrative Revenue	2,719,081	2,794,592	75,511	103%	2,261,338
Main Street	18,600	3,574	(15,026)	19%	19,428
Fire Revenue	20,000	17,152	(2,848)	86%	14,285
Planning Revenue	28,000	17,674	(10,326)	63%	21,015
Police Revenue	97,500	134,202	36,702	138%	70,795
Streets Revenue	29,226	73,168	43,942	250%	39,223
Hotel/Motel	3,500	3,523	23	101%	2,342
ARPA	0	0	0	0%	0
Total General Fund Revenues	2,915,907	3,043,885	127,978	104%	2,428,426
Expenses					
Administration	890,944	899,220	8,276	101%	658,965
Main Street	209,445	185,889	(23,556)	89%	175,657
Fire	517,020	397,787	(119,233)	77%	364,144
Parks	29,226	17,019	(12,207)	58%	96,483
Planning & Zoning	91,901	71,573	(20,328)	78%	70,658
Police	1,012,305	814,326	(197,979)	80%	709,713
Streets	181,881	142,252	(39,629)	78%	136,658
Total General Fund Expenses	2,932,722	2,528,066	(404,656)	86%	2,212,278
General Fund Revenues over Expenses	0	515,819	(276,678)		216,148
Water/Sewer Fund					
Water Revenues	1,469,230	1,344,983	(124,247)	92%	1,272,132
Sewer Revenues	578,000	534,658	(43,342)	93%	571,580
Sanitation Revenues	211,535	184,827	(26,708)	87%	173,240
Total Water/Sanitation/Sewer Revenues	2,258,765	2,064,468	(194,297)	91%	2,016,952
Administration Expense	1,474,094	1,331,398	142,696	90%	1,060,252
Water Plant Expense	380,000	247,451	132,549	65%	300,867
Water Distribution Expense	42,721	53,027	(10,306)	124%	49,850
Waste Water Plant Expense	90,815	81,068	9,747	89%	75,592
Waste Water Collection	59,600	41,312	18,288	69%	47,256
Sanitation	211,535	198,486	13,049	94%	165,080
Total Water/Sanitation/Sewer Expenses	2,258,765	1,952,742	306,023	86%	1,698,897
W/S/S Revenues over Expenses	0	111,726	111,726		318,055
Total City Fund Revenues over Expenses	0	627,545	(164,952)		534,203

Fire Department Council Report December 2025

Total 88

Fires 3

Med 49

MVA 5

Service 11

False 20

City 50

County 32

Demorest 6

City Hall Meeting

December, 9th 2025

- ARPA Inspection of system expansion project (Alec Mtn. to Stonepile)
- Christmas Tree lighting and cookie crawl
- Paving and manhole restoration projects

Departmental Activity Report for the Month of November

The following permits were issued for the month of November:

4 Permanent Sign

1 Temporary Sign

0 Plan Review

2 Building

0 Plumbing

1 Electrical

0 Mechanical

0 Tree Removal

2 Code Enforcement Actions:

14 Construction inspections

COs Issued:

Planning Activities: There were no planning activities for the month.

CITY OF CLARKESVILLE, GEORGIA

RESOLUTION 2025-9 TO AMEND THE GEORGIA MUNICIPAL EMPLOYEES BENEFIT SYSTEM (GMEBS) DEFINED BENEFIT RETIREMENT PLAN ADOPTION AGREEMENT

WHEREAS, the City of Clarkesville (hereinafter referred to as the "Employer") participates in the Georgia Municipal Employees Benefit System (GMEBS) Defined Benefit Retirement Plan, an agent multiple-employer pension plan administered by the Georgia Municipal Association (GMA); and

WHEREAS, the Employer is authorized under the GMEBS Master Plan Document to select specific benefit and eligibility provisions through the execution of an Adoption Agreement; and

WHEREAS, the Employer desires to modify the retirement benefit formula for its employees to ensure the long-term fiscal sustainability of the plan and align with current actuarial recommendations; and

WHEREAS, the proposed amendment involves changing the retirement benefit accrual percentage and removing the "dynamic breakpoint" provision within the plan's formula;

NOW, THEREFORE, BE IT RESOLVED that the City of Clarkesville hereby amends its GMEBS Defined Benefit Retirement Plan Adoption Agreement as follows:

Section 1. Amendment of Benefit Formula

The benefit formula provided in the Employer's GMEBS Adoption Agreement is hereby amended to change the benefit accrual rate from one and one quarter percent (1.25%) to one and one half percent (1.5%) of the member's final average compensation for each year of creditable service.

Section 2. Removal of Dynamic Breakpoint Provision

The provision relating to the "Dynamic Break Point," which adjusts benefit percentages based on the Social Security Administration's published breakpoint, is hereby removed from the Employer's GMEBS Adoption Agreement. The plan shall instead use a standard or "table" breakpoint for all employees, as defined in the GMEBS Master Plan document, if applicable, or a consistent salary breakpoint as determined by the Plan Actuary and GMEBS administration.

Section 3. Effective Date

These amendments shall be effective on January 1, 2026, provided GMEBS accepts the changes and all necessary administrative and legal requirements are met.

Section 4. Authorization to Proceed

The City Manager is hereby authorized and directed to work with the GMA and GMEBS staff to facilitate the implementation of these changes, including the execution of the necessary revised Adoption Agreement and any related documents to effectuate this Resolution.

Section 5. Severability

If any section, paragraph, sentence, or clause of this Resolution is held to be invalid or unconstitutional, such invalidity shall not affect the remaining portions of the Resolution.

ADOPTED by the City of Clarkesville on this 8 day of December, 2026.

Barrie Aycock, Mayor

ATTEST:

Julie Poole, City Clerk

2026 Council Meeting Schedule

January 05, 2026

February 02, 2026

March 02, 2026

★ April 13, 2026

May 04, 2026

June 01, 2026

★ July 13, 2026

August 03, 2026

★ September 14, 2026

October 05, 2026

November 02, 2026

December 07, 2026

Council Meetings are held at 6:00 pm.

Council Work Sessions are held at 5:00 pm prior to each Meeting.

★ Denotes meeting dates that are not the first Monday of the Month

2026 Holiday Schedule

New Year's Day – Thursday, January 01, 2026

Martin Luther King, Jr. Day – Monday, January 19, 2026

President's Day – Monday, February 16, 2026

Good Friday – Friday, April 3, 2026

Memorial Day – Monday, May 25, 2026

Juneteenth Day – Friday, June 19, 2026

Independence Day – Friday, July 3, 2026

Labor Day – Monday, September 7, 2026

Columbus Day – Monday, October 12, 2026

Veterans Day – Wednesday, November 11, 2026

Thanksgiving Day – Thursday, November 26, 2026

Day After Thanksgiving – Friday, November 27, 2026

Christmas Eve – Thursday, December 24, 2026

Christmas Day – Friday, December 25, 2026