



**City of Varnell**  
**Regular Mayor and Council Meeting**  
**Agenda**  
**Tuesday October 15, 2024**  
**6:00 pm**

**Executive Duties**

1. Call to order.
2. Confirmation of quorum
3. Invocation: Rev Jermy Brewer, Carolyn Baptist Church.
4. Pledge to the Flag.
5. Mayor's comments.

**Consent Agenda**

6. Approval of agenda as presented.
7. Approval of minutes from meetings for September 17,2024
8. Approval of financial reports for September 2024.

**New Business**

**Committee Reports.**

9. Public Safety
10. First reading for 2025 budget.
11. Discussion on notifications for public documents.
12. Vote to pay Mayor and Council members \$1.00 for services.
13. Consideration for Unified Subdivision Ordinance with Whitfield County.
14. Budget amendment to ARP for \$41,784.00 for Architecture work on Pavilion.
15. Update on the Clyde Williams Pavilion.
16. Update on holiday events.

**Public Comment**

**Adjournment**

**NOTE:** When addressing the Mayor or City Council each person shall report to the podium and be recognized by the Mayor. No individual shall approach the Mayor or Council without permission of the Mayor. All questions shall be addressed to the Mayor in a respectful manner and without a boisterous tone and without causing a disruption of a public meeting. The Mayor may defer a question to a Council member or staff member if applicable, Only one person shall speak at any one time. Any citizen may speak once per subject for 3 minutes. The Mayor shall have the authority to call a point of order at any time should any discussion leave the topic as written on the agenda. Roberts Rules of Order shall be observed and followed. Comments commonly understood to be of the nature of a personal insult to any person, except in a most rare and extraordinary occasion when such comment might be relevant to legitimate public business before the Mayor and Council shall be ruled out of order.



**City of Varnell**  
**Council Meeting Minutes**  
**September 17, 2024**

Members Present: Mayor Tom Dickson, Bill Caylor Mayor Pro Tem,  
Howard Kash, Bob Roche, Sarah Harrison  
Absent: Sandy Pangle  
City Administrator: Mike Brown  
City Clerk: Kai Clayton

**Executive Duties**

The Mayor and Council meeting was called to order at 6:00 pm and a quorum was confirmed by Mayor Dickson. The invocation was given by Rev. Linda Moore, and the pledge was led by Mayor Dickson.

**Consent Agenda**

A motion was made for the approval of the agenda, the minutes from the August 20, 2024, meeting, and the financial reports for August 2024. The motion was made by Councilwoman Harrison, seconded by Councilman Caylor, and carried unanimously with a 4-0 vote.

**New Business**

Councilman Roche presented the Public Safety updates for the month of August 2024.

A motion was made by Councilman Caylor to sign a proclamation declaring September 30<sup>th</sup>, 2024 to be "Georgia Reads Day". The motion was seconded by Councilman Roche and was approved unanimously with a 4-0 vote.

Councilman Caylor made a motion to approve a resolution to join the City of Dalton and Whitfield County in filing a Petition for Order Authorizing the Immediate and Temporary Collection of Taxes on behalf of the City of Varnell. Councilman Roche seconded the motion, which passed unanimously 4-0.

Planning Director Ethan Calhoun spoke concerning the United Zoning Ordinance and current building height restrictions as discussed during the July meeting. He advised the Council that it would be most effective to add any proposed limitation as a footnote to the current ordinance. Councilwoman Harrison made a motion to add a footnote placing a maximum height limit of 50 feet on properties zoned C-2 Commercial; this would keep the current Residential limit of 35 feet. Councilman Kash seconded the motion, which passed with a 4-0 unanimous vote.

There was an update on the Patterson Farm TAD reflecting a balance on-hand of \$77,479.89 after Auditing expenses. The developer hopes to begin construction of the commercial portion by April '25.

Councilman Roche made a motion to amend the SPLOST budget in the amount of \$9,800.00 for the demolition of the Basketball Court. Councilman Caylor seconded the motion, which passed by a 4-0 vote.

The Council provided an update on the construction of the Clyde Williams Pavilion. Ground was broken on 9/10/2024 and is currently leveled. Gravel is being moved in at this time, weather permitting.

### **Public Comment**

District 6 candidate Cathy Kott introduced herself to the community. She is running in the general elections for a seat in the Georgia House of Representatives.

Paul Lafortune would like the City's website updated to include the most recent Council meeting Minutes.

### **Adjournment**

There being no further business, Councilman Caylor made a motion for adjournment that was seconded by Councilman Roche; the motion carried with a 4-0 vote and the meeting was adjourned at 6:48 p.m.

Respectfully submitted by  
Kai Clayton  
City Clerk

City of Varnell  
 Budgeted Statement of Revenues and Expenditures - General Fund  
 For the Month and Nine Months Ending September 30, 2024

Account #	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Year Budget
<b>Revenues</b>							
10-0000-11- INSURANCE CLAIM	0.00	0.00	0.00	41,022.00	0.00	41,022.00	0.00
10-0000-31- REAL/PERSONAL TAXES CU	179.88	1,000.00	(820.12)	19,523.72	34,000.00	(14,476.28)	105,000.00
10-0000-31- MOTOR VEHICLE TAXES	6,555.41	4,000.00	2,555.41	41,574.88	36,000.00	5,574.88	47,000.00
10-0000-31- FRANCHISE TAX - NGENM/C/G	7,305.03	5,000.00	2,305.03	76,800.81	68,000.00	8,800.81	85,000.00
10-0000-31- FRAN. TAX - CHARTER/WIN	0.00	4,000.00	(4,000.00)	9,192.91	12,000.00	(2,807.09)	16,500.00
10-0000-31- FRAN. TAX - DALTON UTILIT	0.00	0.00	0.00	7,750.53	9,500.00	(1,749.47)	9,500.00
10-0000-31- LOCAL OPTION SALES TAX	39,995.25	39,000.00	995.25	361,905.74	343,000.00	18,905.74	460,000.00
10-0000-31- ALCOHOL BEVERAGE TAX	3,388.40	3,000.00	388.40	27,523.67	27,500.00	23.67	37,000.00
10-0000-31- INSURANCE PREMIUM TAX	0.00	0.00	0.00	0.00	0.00	0.00	180,000.00
10-0000-32- ALCOHOL BEVERAGE LICE	0.00	0.00	0.00	3,650.00	9,000.00	(5,350.00)	12,000.00
10-0000-32- BUSINESS LICENSES	40.00	0.00	40.00	6,565.00	6,625.00	(60.00)	7,625.00
10-0000-33- WHITFIELD CO-UTILITIES @	1,200.00	600.00	600.00	5,400.00	5,400.00	0.00	7,200.00
10-0000-35- FINES	12,819.00	13,000.00	(181.00)	95,670.50	119,000.00	(23,329.50)	160,000.00
10-0000-36- INTEREST INCOME	0.00	0.00	0.00	269.38	0.00	269.38	100.00
10-0000-37- DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	100.00
10-0000-38- RENT INCOME	1,225.00	1,300.00	(75.00)	20,530.00	11,700.00	8,830.00	16,000.00
10-0000-38- REIMBURSEMENTS	0.00	0.00	0.00	4,167.77	0.00	4,167.77	0.00
10-0000-38- LMIG	0.00	0.00	0.00	51,095.16	21,500.00	29,595.16	21,500.00
10-0000-38- MISCELLANEOUS	0.00	500.00	(500.00)	2,048.00	1,000.00	1,048.00	1,000.00
10-0000-38- INTANGIBLE TAX	409.91	200.00	209.91	3,107.38	1,800.00	1,307.38	2,400.00
10-0000-38- ACCIDENT REPORTS	46.00	25.00	21.00	257.00	225.00	32.00	300.00
<b>Total Revenues, Gains &amp; Other</b>	<b>73,163.88</b>	<b>71,625.00</b>	<b>1,538.88</b>	<b>778,054.45</b>	<b>706,250.00</b>	<b>71,804.45</b>	<b>1,168,225.00</b>
<b>Expenditures</b>							
10-1500-51- SALARIES & WAGES-ADMIN	11,461.14	12,080.00	(618.86)	108,000.83	114,760.00	(6,759.17)	157,040.00
10-1500-51- PART TIME WAGES	0.00	840.00	(840.00)	0.00	7,560.00	(7,560.00)	10,000.00
10-1500-51- COMMUNITY ACTIVITIES	50.00	1,000.00	(950.00)	14,639.52	18,000.00	(3,360.48)	21,000.00
10-1500-51- INSURANCE-SUPPLEMENET	900.00	900.00	0.00	8,100.00	8,100.00	0.00	10,800.00
10-1500-51- PAYROLL TAX EXPENSE	986.36	1,050.00	(63.64)	9,292.71	9,450.00	(157.29)	12,584.00
10-1500-51- WORKER'S COMP INSURAN	0.00	0.00	0.00	26,932.00	21,000.00	5,932.00	21,000.00
10-1500-52- AUDIT	0.00	0.00	0.00	17,000.00	18,000.00	(1,000.00)	18,000.00
10-1500-52- LAWYERS FEE	0.00	0.00	0.00	3,131.50	3,000.00	131.50	8,000.00
10-1500-52- PROFESSIONAL SERVICES	385.00	2,000.00	(1,615.00)	13,060.21	18,000.00	(4,939.79)	24,000.00
10-1500-52- PROPERTY LEASE/RAILROA	0.00	0.00	0.00	3,028.39	2,500.00	528.39	2,500.00
10-1500-52- LIABILITY INSURANCE-PRO	7,625.00	7,650.00	(25.00)	62,422.50	53,400.00	9,022.50	68,650.00
10-1500-52- TELEPHONE CELL	202.96	150.00	52.96	1,826.64	1,350.00	476.64	1,800.00
10-1500-52- POSTAGE	73.00	100.00	(27.00)	627.88	900.00	(272.12)	1,200.00
10-1500-52- ED/TRAVEL	0.00	1,500.00	(1,500.00)	3,865.26	4,500.00	(634.74)	4,500.00
10-1500-52- NW/GRC MEMBERSHIP	0.00	0.00	0.00	2,227.00	2,200.00	27.00	2,200.00

City of Yarnell  
 Budgeted Statement of Revenues and Expenditures - General Fund  
 For the Month and Nine Months Ending September 30, 2024

Account #	Current Month		Current Month		Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Year Budget
	Actual	Budget	Budget	Budget					
10-1500-52-GMA MEMBERSHIP	0.00	0.00	0.00	0.00	0.00	375.00	2,000.00	(1,625.00)	2,000.00
10-1500-52-COUNCIL TRAINING	0.00	0.00	0.00	0.00	0.00	18,501.30	15,000.00	3,501.30	15,000.00
10-1500-52-MAYOR EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	2,250.00	(2,250.00)	3,000.00
10-1500-52-CLEANING OFFICES	532.44	580.00	0.00	(47.56)	0.00	4,783.32	5,220.00	(436.68)	7,000.00
10-1500-52-ELECTION EXPENSE	0.00	0.00	0.00	0.00	0.00	41.96	2,500.00	(2,458.04)	2,500.00
10-1500-52-ADMIN MARKETING	745.07	300.00	300.00	445.07	(170.00)	3,505.54	2,700.00	805.54	3,500.00
10-1500-53-OFFICE SUPPLIES	130.00	300.00	300.00	(170.00)	(170.00)	5,724.42	2,700.00	3,024.42	3,500.00
10-1500-53-IT SERVICES	55.99	1,000.00	1,000.00	(944.01)	(944.01)	5,348.43	9,000.00	(3,651.57)	12,000.00
10-1500-53-SAGE 50	0.00	0.00	0.00	0.00	0.00	3,879.00	3,700.00	179.00	3,700.00
10-1500-53-UTILITIES ELECTRIC	6,028.51	5,500.00	5,500.00	528.51	(528.51)	53,517.92	49,500.00	4,017.92	65,000.00
10-1500-53-WATER	241.48	100.00	100.00	141.48	(141.48)	2,096.82	900.00	1,196.82	1,200.00
10-1500-53-TELEPHONE/INTERNET	0.00	335.00	335.00	(335.00)	(335.00)	3,649.54	3,015.00	634.54	4,100.00
10-1500-53-ADM SUPPLIES-GASOLINE	337.51	180.00	180.00	157.51	(157.51)	1,716.05	1,620.00	96.05	2,200.00
10-1500-53-PEST CONTROL	60.00	60.00	60.00	0.00	0.00	480.00	1,020.00	(540.00)	1,200.00
10-1500-53-ADM RETIREMENT EXPENS	257.87	375.00	375.00	(117.13)	(117.13)	2,373.09	3,375.00	(1,001.91)	4,500.00
10-1500-54-STORM/WATER/MS4	0.00	3,000.00	3,000.00	(3,000.00)	(3,000.00)	12,350.00	12,000.00	350.00	15,000.00
10-1500-54-LIMG	0.00	0.00	0.00	0.00	0.00	51,095.16	51,095.16	0.00	51,095.16
10-1500-55-BANK AND CREDIT CARD F	51.02	25.00	25.00	26.02	(26.02)	742.71	225.00	517.71	300.00
Total Admin	30,123.35	39,275.00	39,275.00	(9,151.65)	(9,151.65)	444,334.70	450,540.16	(6,205.46)	560,069.16
10-1565-51-SALARIES & WAGES-MAINT	4,585.83	4,076.00	4,076.00	509.83	(509.83)	35,677.11	39,000.00	(3,322.89)	53,132.00
10-1565-51-SUMMER P/T WAGES	1,132.00	441.00	441.00	691.00	(691.00)	4,550.24	3,969.00	581.24	5,300.00
10-1565-51-INSURANCE-SUPPLEMENT	300.00	300.00	300.00	0.00	0.00	2,700.00	2,700.00	0.00	3,600.00
10-1565-51-PAYROLL TAX EXPENSE	462.86	375.00	375.00	87.86	(87.86)	3,393.61	3,375.00	18.61	4,500.00
10-1565-51-MAINT. LIFE INSURANCE	34.44	42.00	42.00	(7.56)	(7.56)	309.96	378.00	(68.04)	500.00
10-1565-52-LANDSCAPING/MOWING	2,145.00	2,125.00	2,125.00	20.00	(20.00)	13,450.00	14,875.00	(1,425.00)	17,000.00
10-1565-52-GYM FLOOR MAINTENANC	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	(3,500.00)	3,500.00
10-1565-52-TELEPHONE -MAINT. CELL	32.99	42.00	42.00	(9.01)	(9.01)	296.91	378.00	(81.09)	500.00
10-1565-52-MAINT-EQUIPMENT	1,947.46	325.00	325.00	1,622.46	(1,622.46)	3,606.45	2,925.00	681.45	3,900.00
10-1565-52-SUB DRIVER	0.00	0.00	0.00	0.00	0.00	1,500.00	800.00	700.00	1,200.00
10-1565-52-MAINT.RETIREMENT EXPEN	73.81	125.00	125.00	(51.19)	(51.19)	1,293.64	1,125.00	168.64	1,500.00
10-1565-53-MAINTENANCE REPAIRS/SU	529.76	1,400.00	1,400.00	(870.24)	(870.24)	20,081.39	12,600.00	7,481.39	17,000.00
10-1565-53-SOLID WASTE	0.00	1,200.00	1,200.00	(1,200.00)	(1,200.00)	4,284.36	10,400.00	(6,115.64)	14,000.00
10-1565-53-MAINT/SANITATION GASOL	1,163.05	1,200.00	1,200.00	(36.95)	(36.95)	8,243.66	11,300.00	(3,056.34)	14,500.00
10-1565-54-SANITATION TRUCK REPAI	143.58	750.00	750.00	(606.42)	(606.42)	7,754.42	6,750.00	1,004.42	9,000.00
Total Maintenance	12,550.78	12,401.00	12,401.00	149.78	(149.78)	107,141.75	114,075.00	(6,933.25)	149,132.00
10-2650-51-SALARIES & WAGES-JUDICI	1,675.00	1,750.00	1,750.00	(75.00)	(75.00)	13,150.00	15,750.00	(2,600.00)	21,000.00
10-2650-52-JUDGE -- EDUCATION & TRA	1,112.00	0.00	0.00	1,112.00	(1,112.00)	1,500.13	1,500.00	0.13	1,500.00
10-2650-52-INDIGENT DEFENSE	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	(2,000.00)	3,000.00



City of Varnell  
 Budgeted Statement of Revenues and Expenditures - General Fund  
 For the Month and Nine Months Ending September 30, 2024

Account #	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Year Budget
Total Judicial							
10-2650-53- CJT/GA TECHNOLOGY	2,787.00	1,750.00	1,037.00	14,650.13	19,250.00	(4,599.87)	25,500.00
10-2650-53- SERVICE FEE FINES	1,725.00	1,800.00	(75.00)	15,389.04	16,200.00	(810.96)	21,600.00
10-2650-57- GSCCA	0.00	125.00	(125.00)	915.21	1,125.00	(209.79)	1,500.00
10-2650-57- PEACE OFFICERS AUNNITY	580.56	1,250.00	(669.44)	4,537.49	11,250.00	(6,712.51)	15,000.00
10-2650-57- WHIT CO. LOCAL VICTIMS	453.12	1,250.00	(796.88)	3,762.08	11,250.00	(7,487.92)	15,000.00
10-2650-57- WHIT. CO. DRUG ABUSE TR	132.66	375.00	(242.34)	1,164.88	3,375.00	(2,210.12)	4,500.00
10-3200-52- DUES & FEES	0.00	300.00	(300.00)	207.69	2,700.00	(2,492.31)	3,500.00
Total Fines							
10-3200-51- SALARIES & WAGES-VPD	2,891.34	5,100.00	(2,208.66)	25,976.39	45,900.00	(19,923.61)	61,100.00
10-3200-51- ANNUAL EVENT PAY	27,117.43	28,400.00	(1,282.57)	267,037.52	269,800.00	(2,762.48)	369,200.00
10-3200-51- INSURANCE-SUPPLEMENT	0.00	0.00	0.00	0.00	5,000.00	(5,000.00)	5,000.00
10-3200-51- PAYROLL TAX EXPENSE	1,500.00	1,800.00	(300.00)	13,500.00	16,200.00	(2,700.00)	21,600.00
10-3200-51- VPD -- LIFE INSURANCE	2,208.73	2,400.00	(191.27)	22,199.69	21,600.00	599.69	28,000.00
10-3200-52- VPD -- REPAIRS & MAINTEN	162.83	200.00	(37.17)	1,446.13	1,800.00	(353.87)	2,300.00
10-3200-52- VPD -- TELEPHONE-CELL	1,164.61	1,500.00	(335.39)	17,573.36	13,500.00	4,073.36	18,000.00
10-3200-52- DUES & FEES	308.86	333.00	(24.14)	2,779.68	2,997.00	(217.32)	4,000.00
10-3200-52- VP EDUCATION & TRAININ	0.00	0.00	0.00	72.00	1,500.00	(1,428.00)	1,500.00
10-3200-52- VP SUPPLIES & MATERIALS	5,268.78	1,000.00	4,268.78	9,513.30	9,000.00	513.30	12,000.00
10-3200-53- VPD -- SUPPLIES-GASOLINE	0.00	415.00	(415.00)	1,776.53	3,735.00	(1,958.47)	5,000.00
10-3200-53- VP RETIREMENT EXPENSES	3,273.57	4,100.00	(826.43)	29,606.91	36,900.00	(7,293.09)	49,000.00
10-3200-53- WATCH GUARD	252.25	500.00	(247.75)	4,154.24	4,500.00	(345.76)	5,900.00
10-3200-53- UNIFORMS	0.00	0.00	0.00	3,510.00	7,100.00	(3,590.00)	7,100.00
10-3200-53- EQUIPMENT	214.27	400.00	(185.73)	3,871.75	3,600.00	271.75	5,000.00
10-3200-53- GUNS	0.00	750.00	(750.00)	3,731.83	15,542.39	(11,810.56)	17,792.39
10-3200-53- AMMO	0.00	0.00	0.00	0.00	1,000.00	(1,000.00)	1,000.00
10-3200-53- AXON	0.00	0.00	0.00	2,879.88	3,000.00	(120.12)	4,000.00
10-3200-57- RADIO ACCESS FEES	0.00	0.00	0.00	0.00	4,400.00	(4,400.00)	8,800.00
10-3200-57- FOP	0.00	0.00	0.00	0.00	2,100.00	(2,100.00)	2,100.00
10-3200-58- INMATE HOUSING	0.00	0.00	0.00	0.00	1,300.00	(1,300.00)	1,300.00
10-3200-58- Total Police Dept	676.69	1,200.00	(523.31)	5,700.62	8,800.00	(3,099.38)	11,800.00
10-8000-58- Post Office Bldg Payment	42,148.02	42,998.00	(849.98)	389,353.44	433,374.39	(44,020.95)	580,392.39
Total Capital	416.66	420.00	(3.34)	3,749.94	3,780.00	(30.06)	5,028.00
Total Expenditures	416.66	420.00	(3.34)	3,749.94	3,780.00	(30.06)	5,028.00
Total Revenues	90,917.15	101,944.00	(11,026.85)	985,206.35	1,066,919.55	(81,713.20)	1,381,221.55



VARNELL CITY PRESENTS

# HALLOWEEN IN THE PARK



COSTUMES, GAMES, STORIES,  
SNACKS AND MUSIC

26th  
Oct  
2024

VARNELL MAIN  
STREET  
PAVILLION

6 PM  
8 PM