

## 2025 Euharlee City Council Minutes

<b>January 7 City Council Meeting Minutes</b>	<b>1</b>
<b>January 21 City Council Work Session Minutes</b>	<b>3</b>
<b>February 4 City Council Meeting Minutes</b>	<b>5</b>
<b>February 18 City Council Work Session Minutes</b>	<b>7</b>
<b>March 4 City Council Meeting Minutes</b>	<b>9</b>
<b>March 18 City Council Work Session Minutes</b>	<b>11</b>
<b>April 1 City Council Meeting Minutes</b>	<b>13</b>
<b>April 15 City Council Work Session Minutes</b>	<b>15</b>
<b>May 6 City Council Meeting Minutes</b>	<b>17</b>
<b>May 20 City Council Work Session Minutes</b>	<b>20</b>
<b>June 3 City Council Meeting Minutes</b>	<b>22</b>
<b>June 17 City Council Work Session Minutes</b>	<b>24</b>
<b>July 1 City Council Meeting Minutes</b>	<b>26</b>
<b>July 15 City Council Work Session &amp; Meeting Minutes</b>	<b>28</b>
<b>August 5 City Council Work Session &amp; Meeting Minutes</b>	<b>32</b>
<b>August 19 City Council Work Session &amp; Meeting Minutes</b>	<b>36</b>
<b>September 16 City Council Work Session &amp; Meeting Minutes</b>	<b>38</b>
<b>October 7 City Council Work Session &amp; Meeting Minutes</b>	<b>41</b>
<b>October 21 City Council Work Session &amp; Meeting Minutes</b>	<b>43</b>
<b>November 4 City Council Work Session &amp; Meeting Minutes</b>	<b>46</b>
<b>November 18 City Council Work Session &amp; Meeting Minutes</b>	<b>49</b>
<b>December 2 City Council Work Session &amp; Meeting Minutes</b>	<b>52</b>
<b>December 16 City Council Meeting Minutes</b>	<b>55</b>

**CITY OF EUHARLEE  
CITY COUNCIL MEETING MINUTES  
JANUARY 7, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order, the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Tim Abbott, Greg Free, and Jayson Frederick, City Manager James Stephens, Attorney Boyd Pettit, and Community & Economic Development Director Katie Gobbi.

**Amend Agenda**

Council Member Greg Free motioned to amend the agenda to add item #4 – Amphitheater Sound Package. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**Public Comments - Agenda Items Only**

There were no public comments for agenda items.

**Approval of Minutes**

Council Member Tim Abbott motioned to approve the minutes from the City Council Meeting, December 3, 2024. Council Member Joe Turner seconded the motion. The motion passed unanimously.

**UNFINISHED BUSINESS & NEW BUSINESS**

**2<sup>nd</sup> Reading to Amend Alcohol Ordinance (Entertainment Zone) - Katie Gobbi**

Community & Economic Development Director Katie Gobbi presented the alcohol ordinance for the 2<sup>nd</sup> Reading. The changes made from the 1<sup>st</sup> Reading was to expand zoning to include Osborne Park and Covered Bridge and to change the hours of consumption to 10am -10pm Monday – Saturday, and 1pm-10pm on Sunday. Ms. Gobbi requested to allow use of 5,000 existing cups from sponsor Glenda Mitchell Law Firm until the Euharlee branded cups can be purchased. Council further discussed allowing business logos on cups in addition to sponsor and city logos and to ensure the boundary signage is in place. Council Member Jayson Frederick motioned to amend the alcohol ordinance for the city of Euharlee and to establish the downtown entertainment zone. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Resolution for City of Ethics - James Stephens**

James Stephens, City Manager stated the city of Euharlee has participated in the Georgia Municipal Association of Certified Ethics Program. A brief resolution committing to ethical conduct in government was included in the package for the council to approve to renew the designation as a city of Ethics. Council Member Greg Free motioned to renew the city of Ethics designation. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**Project Manager Update - John Winnenberg**

**Osborne Park Build** - Demolition and grading complete, retention ponds being constructed, and bath house delayed but is being constructed. The parking lot lighting completed. Amphitheater drawings updated and stamped. Lighting presentation by Craig Katt.

**Army Corp of Engineers and Wetland Services** – Approval process in place.

**Sewer Tie-In Project** – Renovations to the drawings for sewer/plumbing tie-ins for surrounding buildings. Coordinating adjustment of manhole heights on new sewer lines.

John Winnenberg and Craig Katt presented the lighting package quote for the amphitheater the council had previously received. After discussion, Council Member Jayson Frederick motioned to approve the lighting package not to exceed \$17,325. Council Member Tim Abbott seconded the motion. The motion passed unanimously.

**Sound Package - Craig Katt**

Craig Katt, owner of Avorio presented the council with a sound package for the amphitheater to include installation in the amount of \$58,682. The detailed discussion included the contract, the hardware, warranty and other major details. After a long discussion Council Member Tim Abbott motioned to table the item and present at the next work session and the February 2025 meeting. Council Member Joe Turner seconded the motion. The motion passed unanimously. Mr. Winnenberg discussed the electrical package and the conduit, and the council agreed the electrical package and conduit needs to be in place.

**Mayor Pro Tem – Mayor Craig Guyton**

Council Member Tim Abbott nominated for a third term Council Member Greg Free as Mayor Pro Tem. Council Member Jayson Frederick seconded the nomination. The motion passed unanimously.

**Executive Session – Real Estate & Litigation**

Council Member Tim Abbott motioned to go into Executive Session at 7:54 pm for Real Estate and Litigation. Council Member Greg Free seconded the motion. The motion passed unanimously. The council returned from Executive Session at 8:49 pm. Attorney Boyd Pettit stated that the matters regarding some litigation and also a couple of real estate matters involving the leases or disposition of real estate, there were no votes taken in the Executive Session and not aware of any action that is required.

**Public Comments**

No public comments.

**Adjournment**

Council Member Tim Abbott motioned to adjourn. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

With no further discussion the meeting adjourned at 8:50 pm.

**CITY OF EUHARLEE**  
**CITY COUNCIL WORK SESSION MINUTES**  
**JANUARY 21, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order, the invocation followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Tim Abbott, Greg Free and Jayson Frederick, City Manager James Stephens and Community & Economic Development Director Katie Gobbi.

**UNFINISHED AND NEW BUSINESS**

**Loving Arms Report - Festival of Trees - Kathy Foulk**

Kathy Foulk, Festival of Trees coordinator provided an update on the 2024 Festival of Trees event. She thanked the volunteers for their work and noted that while the \$17,569 raised fell short of the \$20,000 goal, it was still a good amount. Council Members thanked the volunteers for their efforts and commented on enjoying the event. Resident and DDA Member Melissa Moore thanked the public works crew for the upgrades to the facility which made it much easier to work.

**1<sup>st</sup> Reading to Amend Zoning Ordinance 2025 - Regulations for Kennels- Katie Gobbi**

Katie Gobbi, Community & Economic Development Director provided an overview of the proposed amendments to the Zoning Ordinance regarding Regulations for Kennels, including:

- Amend 7.1.2.2 - Allowing indoor kennels on a minimum of 5-acres in Agricultural zoning districts.
- Amend 7.11 - Allowing indoor commercial kennels on a minimum of 1-acre in certain zoning, with requirements around being fully enclosed and soundproof. Requiring a 100-foot buffer from residentially zoned districts.
- Add Section 6.35 Indoor Commercial Kennel.

The amendment was recommended by the Planning and Zoning commission after several meetings of discussion. Council discussed soundproofing requirements, limiting kennels in certain zoning districts, and number of animals allowed. Additional information will be provided before the 2<sup>nd</sup> Reading.

**Historic Covered Bridge Roof Replacement Quotes - Todd Roberts**

Todd Roberts, Public Works Director presented two bids for replacing the roof on the historic Covered Bridge, from All Star Roofing and All-Around Roofing. After discussion of the bids, and the need for the roof, the consensus was to present All Star Roofing's bid based on the longer labor and materials warranty offered at the February 4<sup>th</sup> council meeting.

**Covered Bridge Road Bridge Repair – Todd Roberts**

Todd Roberts, Public Works Director presented a bid of \$36,307 from Eurotech to repair settlement issues with the bridge abutment that has occurred before. The bid includes testing the soil and potential additional repairs if the initial proposed solution of injecting polyurethane would not provide a long-term solution. Council reached consensus to proceed with authorizing Eurotech to begin work within two weeks.

**Project Manager Update - John Winnenberg**

John Winnenberg, Project Manager, provided updates on several projects:

- **Osborne Park** - Demolition and grading complete; bathhouse and amphitheater construction underway but weather has caused some delays.

- Some of the soil will be tested due to the wet weather. It should be pretty quick and start pouring.
- Lighting conduits have been installed by Georgia Power.
- Amphitheater drawings due to change order have been completed and stamped and SH Creel is updating the information.
- Lighting package has been ordered by Avorio.
- **Army Corps of Engineers** - Permit still pending for approval.
- **Sewer Tie-In** - Drawings complete for the three buildings and coordination underway with homebuilder to lower manholes at no cost to the city.

**Public Comments**

John Winnenberg complimented the Christmas tree festival and suggested encouraging higher starting bids on the trees next year.

Melissa Moore shared that the Cartersville 9 and under All Stars youth football team volunteered at the festival and recently placed second in the nation in a tournament.

With no further discussion the meeting was adjourned at 8:43 pm.

**CITY OF EUHARLEE  
CITY COUNCIL MEETING MINUTES  
FEBRUARY 04, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order, the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Tim Abbott, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi.

**Recognition of Retiree – Mayor Craig Guyton**

Mayor Craig Guyton recognized Leeroy Shepherd for his 39 years of service to the City of Euharlee. Mr. Shepherd was presented with a certificate and a gift in appreciation of his dedication to the city.

**Public Comments - Agenda Items Only**

There were no public comments for agenda items.

**Approval of Minutes**

Council Member Greg Free motioned to approve the minutes from the City Council Meeting, January 7, 2025 and City Council Work Session, January 21, 2025. Council Member Joe Turner seconded the motion. The motion passed unanimously.

**UNFINISHED BUSINESS & NEW BUSINESS**

**2<sup>nd</sup> Reading to Amend Zoning Ordinance 2025-2 Regulations of Kennels – Katie Gobbi**

Katie Gobbi, Community & Economic Development Director presented the 2<sup>nd</sup> reading of Ordinance 2025-02, amending the zoning ordinance for regulation of kennels. There were two changes noted from the first reading:

- Section 2: Added - not permitted in the designated downtown business district.
- Section 3.1: Defined soundproof as, to a level suitable to reduce 100 decibels.

Council Member Jayson Frederick motioned to accept the ordinance to amend the zoning regulations of kennels. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Historic Covered Bridge Roof Replacement - Todd Roberts**

Todd Roberts, Public Works Director presented two bids for the roof replacement:

- All Around Roofing: \$19,278 with a 2-year labor warranty and 15-year product warranty.
- All Star Roofing: \$18,300 with a 15-year labor warranty and 30-year product warranty.

Staff recommendation All Star roofing. Council Member Jayson Frederick motioned to go with All Star Roofing for the historic covered bridge roof replacement. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Covered Bridge Road Bridge Repair - Todd Roberts**

Todd Roberts, Public Works Director presented a proposal from EuroTech USA for \$36,307.50 to repair the Covered Bridge Road bridge using polyurethane injection for soil stabilization. The company offers a two-year guarantee against settlement of a quarter inch or more. Council thanked the staff for the temporary repair. Council Member Tim Abbott motioned to accept the proposal to repair Covered Bridge Road bridge for \$36,307.50. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Radios - Cobb County Agreement - Chief Jody Matthews**

Chief Jody Matthews presented an agreement with Cobb County to receive 10 portable radios and 10 in-car radios at no cost to the city. The estimated value of the radios from 2023 would be \$96,000. Chief Matthews requested approval as the signee on the contract for the radios.

Council Member Greg Free motioned to enter into the agreement with Cobb County for them to provide surplus radios. Council Member Joe Turner seconded the motion. The motion passed unanimously.

**GACP Computer Grant - Chief Jody Matthews**

Chief Jody Matthews presented a grant opportunity through the Georgia Association of Chiefs of Police for \$38,800 to purchase new laptops for police vehicles. The city would make the initial purchase and be reimbursed within 3-7 days. Council Member Joe Turner motioned to accept the computer grant proposal as presented. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**Hotel/Motel Tax Resolution – James Stephens**

James Stephens, City Manager presented Resolution 2025-04 to initiate the process of implementing a hotel/motel tax in the city, including for Airbnb’s. The resolution outlines the state-mandated percentages for tax allocation. The city’s campground does not qualify as an innkeeper. After detailed discussion Council Member Tim Abbott motioned to approve and accept the hotel/motel tax resolution as written. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Project Manager Update - John Winnenberg**

John Winnenberg, Project Manager presented the following project updates.

Osborne Park build:

- Bathhouse construction has begun.
- Amphitheater construction to follow.
- Lighting conduits installed for Georgia Power.
- Awaiting Army Corps of Engineers approval for dock builds.
- Lighting Package ordered to amphitheater.
- Sewer tie-in for three buildings to begin later in the week.
- Manhole height adjustments to start at the end of the week.

**Public Comments**

Resident Ron Hartman inquired about the allocations for the hotel and motel tax revenue.

Mr. Stephens explained the allocations.

Resident Marshall Aiken talked about the complexity of the amphitheater lighting system.

**Adjournment**

Council Member Tim Abbott motioned to adjourn. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

With no further discussion the meeting adjourned at 7:40 pm.

**CITY OF EUHARLEE  
CITY COUNCIL MEETING MINUTES  
FEBRUARY 18, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order, the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Tim Abbott, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi. Council Member Joe Turner was not present.

**UNFINISHED BUSINESS & NEW BUSINESS**

**1<sup>st</sup> Reading Ordinance No. 2025-03 Golf Cart Ordinance - James Stephens**

James Stephens, City Manager, presented Ordinance 2025-03 for the 1<sup>st</sup> reading to regulate the use and registration of golf carts and low speed vehicles within subdivisions of the city. Other key points included: Replaces existing ordinance in its entirety, adds requirement for seat belts, brake lights and horn, changes registration renewal from annual to every two years, and requires proof of liability insurance. No formal action was taken, and the ordinance will be on the March 4<sup>th</sup> council meeting agenda for consideration.

**Advocates for Children CASA Funding - Chief Jody Matthews**

Jody Matthews, Police Chief presented a funding request from Advocates for Children for \$5,000 to help address an \$84,000 deficit in federal funding for their CASA (Court Appointed Special Advocates) program. Chief Matthews shared the importance, how it supports the department and funding could come from the Blue Line account. The council discussed the importance of the program but also raised questions about whether other entities like the school board had been approached for funding, the potential precedent of providing city funding to nonprofits, and future funding expectations beyond this one-time request. The item will be on the March 4<sup>th</sup> city council meeting agenda for consideration.

**Euharlee Police Department Year End Review - Chief Jody Matthews**

Jody Matthews, Police Chief presented the annual department including 2024 statistics compared to 2023 statistics. The summarized report listed below:

- Staffing levels: 12 full-time sworn officers, 6 part-time, fully staffed.
- Calls for service increased by 472 to 4,633.
- Traffic stops decreased by 118 to 2,878.
- Citations decreased; warnings increased.
- Domestic violence calls increased significantly from 33 to 72.
- Crime statistics few changes from 2023 to 2024.
- K9 unit statistics; 42 deployments, 19 drug arrests, and 1 gun seized.
- School zone camera statistics and revenue.
- Officer training hours.

The council continued discussion on the statistics and commended the police department on their work, transparency, and full staffing levels.

**Project Manager Update - John Winnenberg**

John Winnenberg, Project Manager gave updates on ongoing projects:

- Osborne Park construction progressing on bathhouses and amphitheater.
- Army Corps of Engineers informally approved application.
- Sewer tie-in for three buildings nearly complete.
- Sewer line manhole work mostly complete.

**Announcement** - A called meeting was scheduled for Thursday at 6:00 PM to discuss a change order.

**Public Comments**

Resident, Ron Hartman asked if any school zone camera tickets had been successfully contested. The Police Chief confirmed there had not been any.

**Executive Session – Real Estate**

Council Member Greg Free motioned to go into Executive Session at 7:39 pm for the purpose of real estate. Council Member Jayson Frederick seconded the motion. The motion passed unanimously. The council returned from Executive Session at 8:22 pm. Mayor Guyton stated that the matters regarding real estate, there were no votes taken in the Executive Session and not aware of any action that is required.

With no further discussion the meeting adjourned at 8:23 pm.

**CITY OF EUHARLEE  
CITY COUNCIL MEETING MINUTES  
MARCH 04, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order, the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Tim Abbott, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi.

Betty Jane Tilley wife of the late Joe Tilley and a resident of the city of Euharlee, said thank you from the Tilley family to the Mayor and City Council for the donation to start the Joe Tilley Scholarship in honor of her husband through the Etowah Foundation. He would be pleased to help students go to college or to a technical school. She also thanked the city staff, and Euharlee Police and Fire Department for their services to the family. There is no other place better to live than Euharlee.

**Public Comments - Agenda Items Only**

There were no public comments for agenda items.

**Approval of Minutes**

Council Member Greg Free motioned to approve the minutes from the City Council Meeting, February 04, 2025 and City Council Work Session, February 18, 2025. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**UNFINISHED BUSINESS & NEW BUSINESS**

**Health Insurance Renewal - Parnick Jennings**

Parnick Jennings, representative for NFP insurance agency presented the annual health insurance renewal options for city employees. He explained that Anthem, the current provider, proposed a 29.5% increase. United Healthcare offered three plan options with varying levels of coverage and costs. After discussion, the council agreed to select the third option presented which offers the most comprehensive coverage for employees. Council Member Jayson Frederick motioned to approve the United Healthcare plan option \$2,500/\$70/\$5,000 DY8W Plan. Council Member Greg Free seconded the motion. The motion passed unanimously.

**2<sup>nd</sup> Reading Ordinance No. 2025-03 - Golf Cart Ordinance - James Stephens**

James Stephens, City Manager presented the 2<sup>nd</sup> Reading of Ordinance No. 2025-03 regarding golf cart usage within city limits. After much discussion and research, the ordinance had been vetted by the city attorney and complies with state code. The police chief and the city manager is comfortable with the ordinance and the adoption. Council Member Greg Free motioned to approve and adopt Ordinance No. 2025-03 regulating golf cart usage within city limits. Council Member Tim Abbott seconded the motion. The motion passed unanimously.

**Advocates for Children – CASA Funding - Chief Jody Matthews**

Jody Matthews, Euharlee Police Chief presented a funding request from Advocates for Children for their CASA (Court Appointed Special Advocates) program that was previously discussed in the work session. The organization requested \$5,000 to help offset a deficit in federal funding. After discussion about the organization's budget and the city's ability to contribute, the council agreed to provide the requested funding as a one-time donation.

Council Member Tim Abbott motioned to approve a one-time donation of \$5,000 to Advocates for Children for their CASA program. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Lease Agreement - James Stephens**

James Stephens, City Manager presented a lease agreement for 110 Covered Bridge Road. The agreement incorporates the council's position on pricing and regulation of open hours and has been vetted by the city attorney for the process and the wording of the document. Mr. Stephens recommended for adoption. After discussion, the council agreed to move forward with the lease between Nicko's Pizza and the City of Euharlee. Council Member Tim Abbott motioned to adopt the lease agreement for 110 Covered Bridge Road as written. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Project Manager Update - John Winnenberg**

John Winnenberg, Project Manager provided updates on ongoing city projects:

- Osborne Park construction is progressing with increased resources on site.
- Army Corp of Engineers approval is expected by the end of March.
- Sewer tie-in for three buildings in the downtown area is near completion.
- Presented a preliminary estimate of \$50,000-\$60,000 for connecting the History Center to the sewer line.

**Public Comments**

Resident Ron Hartman, asked for clarification on the status of the Etowah Bend rezoning issue, (still open), the monthly rental amount for the newly approved lease, (\$2,400), the speed limits for ATVs and UTVs in residential areas, (25 mph) and the budget for the amphitheater sound system RFP and technical support (capital item to be funded from SPLOST).

Chief Matthews stated the police department normally presents the Officer of the Quarter at the council meetings, but it was presented at the department's awards banquet. The Officer for the 4<sup>th</sup> Quarter was Lieutenant Flowers, and Officer of the Year for 2024 was Deputy Chief Yeager.

Council Member Tim Abbott motioned to go into Executive Session for the purpose of Real Estate matters at 8:20 pm. Council Member Greg Free seconded the motion. The motion passed unanimously. The council returned from Executive Session at 8:58 pm. Mayor Craig Guyton stated there were no votes or actions taken during the Executive Session and to his knowledge, there was nothing else to be discussed or any votes or actions to be taken in public.

**Adjournment**

Council Member Greg Free motioned to adjourn. Council Member Tim Abbott seconded the motion. The motion passed unanimously.

With no further discussion the meeting adjourned at 8:58 pm.

**CITY OF EUHARLEE**  
**CITY COUNCIL WORK SESSION MINUTES**  
**MARCH 18, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order, the invocation followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Tim Abbott, Greg Free and Jayson Frederick, City Manager James Stephens and Community & Economic Development Director Katie Gobbi.

**City Manager's Report - James Stephens**

City Manager James Stephens presented the financial highlights for January and February 2025:

- Current unaudited fund balance: \$1,108,989 (4.44 months of reserve).
- General fund results through February:
  - Actual revenues: \$304,299; Budgeted revenues: \$252,942 - Favorable revenue variance: \$51,357
- Total expenditures year to date through February: Actual expenditures: \$515,190  
Budgeted expenses: \$519,201 - Favorable expenditure variance: \$4,011
- Total Fund Balance - Favorable variance through end of February: \$55,368
- Cash on Hand at end of February: \$1,800,883
- SPLOST balance at end of February: \$1,601,575
  - Anticipated SPLOST receipts for next 10 months: \$965,000
- Anticipated LOST receipts through end of year: \$1,005,000
  - Monthly LOST for first two months: \$99,500
- Campground results for January through February: Total fees received: \$32,486  
Total Expenses: \$14,349 - Total Income: \$18,137
- Amount paid to SH Creel for the Osborne Park Project: \$845,887

During the discussion Mr. Stephens explained the favorable variance, stating it was due to the timing of revenue collection, with 20% of the budget coming in after October 15th. Mr. Stephens also explained the campground profitability, projecting potential profits of over \$100,000 for the year. Katie Gobbi Community & Economic Development Director announced that the campground received a "Top Quiet Campground" award from Camp Spot and great results for the first year of operation. Mr. Stephens was tasked to get the cost for an ice machine at the campground.

**Manager Update – John Winnenberg**

Project Manager John Winnenberg provided updates on ongoing projects:

**Osborne Park Build:**

- Amphitheater construction is progressing vertically
- Bathhouse exterior finishes are underway
- Grading and stormwater management performing well
- Back walls to start forming on 3/24

**Amphitheater Stage Proposal:**

- Proposed filling in staircases on both sides of the stage to increase stage size. It would add approximately 100-120 square feet to the stage. Cost impact expected to be minimal or zero.
- The council requested final cost figures for the April 1<sup>st</sup> meeting.

**Other Updates:**

- Georgia Power has started installing lights along the pathway.
- Army Corps of Engineers Wetlands Service permit expected by the end of March.

- Three building sewer tie-in complete, with testing and video documentation to be completed the following day.
- History Center drawings in progress, to be presented as a formal RFP to the council.

The council inquired about the playground construction timeline. Mr. Winnenberg explained that parking lot construction is currently underway, grading for the dog park and playground, with the playground equipment installation planned for the end of the project.

**PUBLIC COMMENTS**

Resident Ron Hartman inquired about the payment structure for Creel Construction. City Manager James Stephens clarified that payments are made monthly based on work completed, with retainage being withheld.

**ADJOURNMENT**

With no further discussion the meeting adjourned at 7:24 pm.

**CITY OF EUHARLEE  
CITY COUNCIL MEETING MINUTES  
APRIL 01, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Tim Abbott, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi.

**Public Comments - Agenda Items Only**

There were no public comments for agenda items.

**Approval of Minutes**

Council Member Greg Free motioned to approve the minutes from the City Council Meeting, March 04, 2025 and City Council Work Session, March 18, 2025. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**Motion to Amend Agenda**

Council Member Greg Free motioned to revise the agenda to add Item #4, Police Department Vehicle Purchase. Council Member Joe Turner seconded the motion. The motion passed unanimously.

**UNFINISHED BUSINESS & NEW BUSINESS**

**T-Mobile Resolution – Katie Gobbi**

Katie Gobbi, Community and Economic Development Director presented a resolution in support of the City of Euharlee and the Downtown Development Authority seeking a \$50,000 grant from T-Mobile's Hometown Community Grants program for enhancements at the Covered Bridge. The grant would fund lighting and other improvements to make the area more welcoming for community gatherings and events. Council Member Greg Free motioned to approve the resolution for the application for the Bridge Enhancement grant from T-Mobile. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**Georgia Cities Week Resolution – Katie Gobbi**

Katie Gobbi presented a resolution to celebrate, Georgia Municipal Association's, Georgia Cities Week from April 21-26, 2025. The theme is "Imagine the Possible." It has been 15 years since the City of Euharlee has participated and excited at the opportunity to celebrate it again. Events planned include:

- April 22: Coffee with the Council and Town Hall at 6 PM, including an Open House at City Hall and the Jolly Building
- April 24: Pickleball 101 at Joe Cowan Park at 6 PM
- April 26: Community Cleanup
- Ongoing: Social Media Campaign, Scavenger Hunt, and Photographic Exhibit

Council Member Jayson Frederick motioned to adopt the resolution celebrating Georgia Cities Week, April 21-26, 2025. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Budget FY 2024 Amendment – James Stephens**

City Manager James Stephens presented a Budget Narrative along with the actual Budget Amendment for the FY24 budget, explaining that it was required by State Law Code Section 36-81-3, and the amendment to be approved by the governing authority. The amendment reflects increased revenues and expenditures, including the previously approved street paving project and even with that expense, ended with a \$24,000 general fund favorable variance. The city's financial condition remains healthy, with an unaudited 5.59 months of annual expenditures in reserve. Council Member Greg Free motioned to adopt the budget amendment for FY24. Council Member Tim Abbott seconded the motion. The motion passed unanimously.

**Police Department Vehicle Purchase – Chief Jody Matthews**

Chief Jody Matthews proposed the purchase of two 2024 Chevrolet Tahoe's, fully outfitted for police use, at \$62,252.34 each. The vehicles are immediately available and would replace aging vehicles in the fleet. Chief Matthews provided the council with a copy of the police department's current fleet to support his request. The vehicles will be funded from SPLOST and Blueline funds. Council Member Jayson Frederick motioned to approve the purchase of two vehicles for the amount up to \$127,000 to outfit with a roll cage if needed. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Project Manager Update – John Winnenberg**

John Winnenberg, Project Manager, provided updates on ongoing projects:

- Osborne Park: Bath Houses 1 and 2 progressing, amphitheater and parking lot work continuing
- Playground equipment to be installed starting Monday
- Proposed formalizing department building procedures
- Army Corp of Engineers: ACE approval process by the end of March
- Sewer Tie in from History Center engineering drawing under contract

**Public Comments**

Resident Ron Hartman inquired about the responsibility for removing a fallen fence at the Steak and Que property, which has been an eyesore for weeks. The council confirmed that code enforcement can address this issue.

**Executive Session – Real Estate and Litigation**

Council Member Greg Free motioned to go into Executive Session for the purpose of Real Estate and Litigation matters at 7:27 pm. Council Member Tim Abbott seconded the motion. The motion passed unanimously. The council returned from Executive Session at 8:23 pm. Mayor Craig Guyton stated there were no votes or actions taken during the Executive Session and to his knowledge, there was nothing else to be discussed or any votes or actions to be taken that evening.

**Adjournment**

Council Member Jayson Frederick made a motion to adjourn. Council Member Tim Abbott seconded the motion. The motion passed unanimously.

With no further discussion the meeting adjourned at 8:23 pm.

**CITY OF EUHARLEE**  
**CITY COUNCIL WORK SESSION MINUTES**  
**APRIL 15, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Tim Abbott, Greg Free and Jayson Frederick, City Manager James Stephens and Community & Economic Development Director Katie Gobbi.

Katie Gobbi, Community and Economic Development Director made a repeat announcement reminding everyone of the Georgia Cities Week, April 21-26, 2025 with the theme “Imagine the Possible”. The weekly activities and events were shared, and everyone welcome to participate.

James Stephens, City Manager, stated the monthly City Manager’s report for March will be presented at the May City Council meeting, and the April report will be presented at the May Work Session to get back on track. The March general ledgers were not closed in time to prepare the March report. The department has been working diligently on the year end audit, as well as insurance renewals.

***1<sup>st</sup> Reading Ordinance 2025-4 to Amend Golf Cart Ordinance – Katie Gobbi***

Katie Gobbi, Community and Economic Development Director presented the first reading of Ordinance 2025-4, amending the ordinance regulating the use of golf carts and low-speed vehicles in subdivisions within the city of Euharlee. The primary change is the elimination of seat belts from the safety equipment requirements. The council continued discussing the pros and cons for seat belts, discussed the inspection processes for the golf cart registration, and if the inspection process should be a part of the ordinance. It was suggested reaching out to other jurisdictions nearby to compare their processes. The second reading of the ordinance is scheduled for the May 6<sup>th</sup> City Council meeting.

***Public Comments***

Rada Arsi introduced herself as the New Director of the Bartow County Library and discussed her vision for making the library a community hub. She requested the council's consideration for budget support due to current financial difficulties. The council was provided documents for their review to support the current request. Council Member Tim Abbott briefly discussed a possible counteroffer between the Bartow County library and the City of Euharlee. The discussion will continue at the May 6, 2025 City Council meeting.

Resident Ron Hartman inquired about various city matters, including:

- Subsidizing the Bartow County library system and the utilization of the Euharlee library
- Status of the McWhorter Etowah Bend legal suit
- Updates on the cowshed proposal
- Development plans for nearby properties
- Progress on Nicko's New York Pizza
- Community Town Hall sessions
- Installation of cameras in city parks
- Status of the RFP for sound engineering for concerts
- Proposal for electronic roadside signs

The council and city staff provided updates and responses to Mr. Hartman's inquiries.

Council Member Joe Turner followed up on a question from a resident for ice machines in the campground. The council discussed the cost of the machines, and to reach out to vendors and possibly provide amenities as needed.

**Executive Session**

Council Member Greg Free motioned and approved to go into Executive Session at 7:39 pm for the purpose of Real Estate and Litigation. Council Member Tim Abbott seconded the motion. The motion passed unanimously. The council returned from Executive Session at 9:28 pm. Mayor Craig Guyton stated the council met to discuss Real Estate and Litigation, there were no votes or actions taken during the Executive Session and no further action to be taken at that time.

**Adjournment**

With no further discussion the meeting adjourned at 9:29 pm.

**CITY OF EUHARLEE  
CITY COUNCIL MEETING MINUTES  
MAY 06, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Tim Abbott, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi.

**Public Comments - Agenda Items Only**

There were no public comments on agenda items.

**Approval of Minutes**

Council Member Greg Free motioned to approve the minutes from the City Council Meeting, April 01, 2025, and City Council Work Session, April 15, 2025. Council Member Joe Turner seconded the motion. The motion passed unanimously.

**UNFINISHED BUSINESS & NEW BUSINESS**

**2<sup>nd</sup> Reading Ordinance 2025-4 to Amend Golf Cart Ordinance – Katie Gobbi**

Katie Gobbi, Community and Economic Development Director presented Ordinance 2025-04, amending the ordinance regulating the use of golf carts and low-speed vehicles in subdivisions within the city of Euharlee. The only change from the first reading was the addition in Section 2, amending Section 3.2 to include: "Applicant shall provide affidavit stating that all required safety equipment is present and in good working condition." The discussion included clarification on the affidavit process, penalties for false affidavits, and payment methods for registration.

Council Member Tim Abbott motioned to accept the 2<sup>nd</sup> Reading of the Golf Cart Ordinance with the amendments as written. Council Member Greg Free seconded the motion. The motion passed 4-1 with Mayor Craig Guyton opposing.

**Approval for Festival Permit Zone – Katie Gobbi**

Katie Gobbi, Community and Economic Development Director presented a proposal for a special perimeter to allow alcohol consumption during the Bike Ride Across Georgia (BRAG) event on Sunday, June 1, 2025, from 8:30 AM to 12:30 PM. The event will have approximately 1,000 cyclists passing through Euharlee. Council Member Jayson Frederick motioned to approve the special festival permit to allow consumption of alcohol during the event. Council Member Greg Free seconded the motion. The motion passed unanimously 4-0, with Council Member Joe Turner abstaining.

**Euharlee Library FY26 Funding Request - James Stephens**

City Manager James Stephens presented the Bartow County Library System's funding request for fiscal year 2026. The library's total budget is \$2,274,914, with the Euharlee contribution remaining level at \$70,160 for the past nine years. The library requested an increase of \$14,085.

A memorandum of understanding proposed from the city of Euharlee as an alternative, which included:

- Maintaining the current funding of \$70,160.
- City taking over utilities, maintenance, and janitorial services for the library building.
- Providing funding for an intern paid by the city.

Council Member Tim Abbott motioned to accept the memorandum of understanding in partnership with the library, with an amendment to Item 2, striking out how the funds are exclusively used. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Liability and Auto Insurance Renewal - James Stephens**

City Manager James Stephens presented two insurance quotes for general liability and auto insurance renewal from Glatfelter (current carrier): \$211,222 and Trident (new carrier): \$176,565. Last fiscal year the cost for this coverage was \$178,460, with Glatfelter. The significant change noted was the increase in deductible for flood and earthquake coverage from \$5,000 to \$50,000 with Trident. The agent and staff recommendation were to go with Trident. Council Member Greg Free motioned to accept Trident's quote for \$176,565 for the yearly premium. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**Manager's Report - James Stephens**

City Manager James Stephens provided a financial report for the period ending March 31, 2025:

- Unaudited Fund Balance: \$1,133,122 (4.38 months of reserve)
- General Fund Operations: Favorable variance of \$24,133 year-to-date
- Cash on Hand: \$1,625,228
- SPLOST Available: \$1,185,641
- Remaining Year-End SPLOST Receipts Total \$800,000 and LOST Total - \$895,000
- Campground Financial Statement: \$28,079 Increase to General Funds for January – March.
- Osborne Park Payout Total - \$1,198,000.

**Gov Deals Approval - Chief Jody Matthews**

Chief of Police Jody Matthews presented a list with eight items for disposal through Gov Deals, including four metal consoles from vehicles and other seized items.

Council Member Jayson Frederick motioned to approve the listing of the eight items on Gov Deals for up to 60 days. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Project Manager Update - John Winnenberg**

John Winnenberg, Project Manager, provided an update on the Osborne Park build:

- Construction is ongoing for the amphitheater and mechanical building.
- Parking lot construction is progressing despite weather challenges.
- Army Corps of Engineers Wetland Service Permit approved.

A proposal for painting two existing pavilions was presented in the amount of \$3,780.

Council Member Greg Free motioned to accept the bid to paint both pavilions in Osborne Park.

Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**Public Comments**

John Winnenberg, resident, thanked the council for meeting with the library group and considering options for the underutilized asset.

Ron Hartman, a resident, stated he had three items to address. The \$66,000 expenditure overrun. Mr. Stephens responded that the overrun is due to the transition of insurance carriers, resulting in an additional month of health insurance expenses booked through March. This is the largest contributing factor.

Mr. Hartman disagreed, stating the Golf Cart Ordinance is not trivial as it includes ATVs and MTVs. He shared an example of a neighborhood incident involving a child riding an ATV at high speeds, posing a danger, and the importance of addressing more than just golf carts. The council clarified that ATVs are illegal on roads per state law and the ordinance is just for golf carts. Also, driving a golf

cart requires a driver's license. A person who has just a permit would require a licensed driver to accompany the permitted driver. Proof of insurance not required to be present on the golf cart.

The last item addressed was the Euharlee library funding. Mr. Hartman questions the \$70,000 expenditure, plus an additional \$18,000 for maintenance and utilities, totaling \$88,000 with no data for the library utilization to justify the spending. He also considers the library an underutilized asset, therefore, opposing the memorandum. The council explained that other cities, Cartersville, and Adairsville both have libraries, and they contribute. The library made data available, the council admits it is underutilized, and it does not seem like the money is well spent. The library was one of the founding landmarks that helped establish Euharlee. The memorandum of understanding is a forerunner to utilizing the building more for citizens plus partnering with the library. After a year's evaluation, if it does not seem to be working, then the council will sit down at the table again and there may be a time when the \$70,000 is not a part of the agreement. However, this is the right way to start stepping into what the future of the building, the future of the library, could be. It was also asked, if the Bartow School Board contributes. The school board does not contribute to the library funding and suggested the library contact the school board for assistance.

Council Member Joe Turner clarified that the original library influencing Euharlee's incorporation was not the current library building, it was the Emmie Nelson Library behind the country store.

#### ***Adjournment***

Council Member Tim Abbott made a motion to adjourn. Council Member Greg Free seconded the motion. The motion passed unanimously.

With no further discussion the meeting adjourned at 8:04pm.

**CITY OF EUHARLEE  
CITY COUNCIL WORK SESSION MINUTES  
MAY 20, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Tim Abbott, Greg Free and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi.

Council Member Greg Free motioned to amend the agenda removing updated Rental Rates, adding Time Limit for Public Comments and Dog Waste Receptacles. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**UNFINISHED BUSINESS AND NEW BUSINESS**

**Request to Purchase Club Car UTV - Seth Gobbi**

Seth Gobbi, Assistant Parks & Recreation Director, presented a request to purchase a used 2019 Club Car two-wheel drive UTV with rollover protection and is in top notch condition for \$5,716 from United Rental in Rome. Mr. Gobbi explained the vehicle would increase efficiency for park maintenance tasks. Council Members asked questions about the vehicle's condition, warranty, and cost comparison to new models. The item will be added to the June 3<sup>rd</sup> meeting agenda for further consideration.

**1<sup>st</sup> Reading Ord. 2025-05 to Amend Zoning Ordinance for Conditional Approval - Katie Gobbi**

Katie Gobbi, Community & Economic Development Director presented the 1<sup>st</sup> Reading of Ordinance 2025-05 to amend the zoning ordinance to add provisions for conditional approvals. The amendment aims to keep the city consistent with Bartow County's zoning ordinance and provide more options for future zoning decisions. Council Members asked clarifying questions about the ordinance's application and specifics. The 2<sup>nd</sup> reading will be at the June 3<sup>rd</sup> meeting.

**Manager's Report - James Stephens**

City Manager James Stephens presented the financial report for January - April 2025 Key points:

- Unaudited Fund Balance: \$1,095,694 (4.35 months Unrestricted Funds in General Fund)
- General Fund Revenue: \$748,432 (Favorable Variance of \$116,854)
- General Fund Expenditures: \$1,096,833 (Unfavorable Variance of \$61,329 to include \$40,000 for computers funded by a reimbursable grant which lends an Unfavorable Variance of \$20,000. Bottom line with the fund balance year to date, the city is holding its own with a \$55,525 Favorable Variance including the \$40,000 in grants)
- Cash on Hand: \$1,249,962
- SPLOST Funds Available: \$993,342; Expected Funds YTD - SPLOST \$700,000
- Average LOST Funds Monthly - \$102,300; Expected Funds YTD - LOST \$785,000
- Campground Activity Revenue: \$70,991; Expenses: \$41,755; YTD Income: \$29,236
- Paid out to SH Creel- Osborne Park - \$1,550,818.00

**Request to Purchase Mowers - Todd Roberts**

Todd Roberts, Director of Public Works, presented a request to purchase four new Skag mowers to replace aging Grasshopper mowers. Mr. Roberts explained the current mowers' issues and the benefits of the new Skag mowers, including improved suspension and cut quality. Council Members

asked questions about the current mowers' condition, warranty, maintenance, and funding. The item will be added to the June 3<sup>rd</sup> meeting agenda for further consideration.

***Time Limit for Public Comments - Jayson Frederick***

Council Member Jayson Frederick proposed implementing a three-minute time limit for public comments. After discussion, the council agreed to consider a five-minute time limit. The matter will be further discussed at the June 3<sup>rd</sup> meeting.

***Dog Waste Receptacles - Greg Free***

Council Member Greg Free proposed exploring the addition of dog waste receptacles in city parks, particularly Joe Cowan Park and the upcoming Osborne Park. The council agreed to obtain pricing information for the June 3<sup>rd</sup> meeting.

***Public Comments***

Marshall Aiken, resident, commented on the proposed public comment time limit, suggesting five minutes would be more appropriate than three minutes. He also recommended that the council consider providing written responses to complex questions that cannot be immediately answered during meetings.

***Adjournment***

With no further discussion the meeting adjourned at 7:42 pm.

**CITY OF EUHARLEE**  
**CITY COUNCIL MEETING MINUTES**  
**JUNE 03, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Greg Free and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi. Council Member Tim Abbott was not present.

**Public Comments - Agenda Items Only**

Marshall Aiken resident, commented on the time limit for public comments, expressing a preference for a 5-minute limit over a 3-minute limit. He also requested that the council provide a brief synopsis of any items added to the agenda not discussed in the work session.

**Approval of Minutes**

Council Member Jayson Frederick motioned to approve the minutes from the City Council Meeting, May 06, 2025, and City Council Work Session, May 20, 2025. Council Member Greg Free seconded the motion. The motion passed unanimously.

**UNFINISHED BUSINESS AND NEW BUSINESS**

**Request to Purchase Club Car UTV - Seth Gobbi**

Seth Gobbi, Assistant Parks & Recreation Director presented a request to purchase a Club Car UTV (Utility Task Vehicle) for the Parks and Recreation Department to improve the aesthetic quality of Joe Cowan Park. The purchase price is \$5,713, 1156 hours and funded from the SPLOST account. Council Member Jayson Frederick motioned to approve the purchase of the Club Car UTV for \$5,713 for Seth Gobbi and his team. Council Member Greg Free seconded the motion. The motion carried unanimously.

**2<sup>nd</sup> Reading Ord. 2025-05 to Amend Zoning Ordinance for Conditional Approval – Katie Gobbi**

Katie Gobbi, Community & Economic Development Director presented the 2<sup>nd</sup> reading of Ordinance 2025-05 to amend the zoning ordinance for conditional approvals. The Planning and Zoning Commission recommended approval with the addition of one line in Section B. After discussion about the potential impact of the added language, the council decided to table the item for further clarification. Council Member Greg Free motioned to table the zoning ordinance discussion until clarification on Section B, Item 3, from the Planning and Zoning Commission. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**Request to Purchase Mowers - Todd Roberts**

Todd Roberts, Director of Public Works, presented a request to purchase (4) Skag Cheetah mowers for a total of \$55,316 from Taylor Outdoor Power Equipment. Mr. Roberts shared a small decrease in cost for an operation control shoot cover. Council Member Greg Free motioned to approve the bid for Taylor Outdoor Power Equipment for \$55,316 for (4) Skag Cheetah mowers. Council Member Joe Turner seconded the motion. The motion carried unanimously.

**Time Limit for Public Comments - James Stephens**

James Stephens, City Manager, presented a proposal to limit public comments to 5 minutes per speaker to provide an equitable opportunity for all attendees. Council Member Joe Turner motioned to implement a 5-minute time limit for public comments. Council Member Greg Free seconded the motion. The motion carried unanimously.

**Dog Waste Receptacles - James Stephens**

James Stephens, City Manager, presented a quote for \$899 for (4) dog waste receptacle stations, including a starter set of 6,000 bags. The council discussed doubling the order for (8) stations for a total of approximately \$1,800. No formal vote taken, as the amount was below the threshold requiring council approval. The City Manager is authorized to proceed with the purchase.

**Bartow County Library MOU - James Stephens**

James Stephens presented an amended Memorandum of Understanding (MOU) for the Bartow County Library. The amendment did not include the intern due to liability insurance and sensitive documents. The annual funding amount of \$70,160 removed from the MOU but still needs approval, separately. The MOU does include the commitment to the city for utilities and maintenance on the building at an approximate cost of \$21,000. Any increase in staff is the library's responsibility. The library agreed to stay open until 8:00 pm when there are city events, they have been extremely accommodating with the farmers market, and even with financial realities they are striving to work with the city's intent to increase activity. Council Member Joe Turner motioned to accept the proposal (MOU). Council Member Greg Free seconded the motion. The motion passed unanimously. Council Member Jayson Frederick motioned to approve the \$70,160 for this year. Council Member Joe Turner seconded the motion. The motion passed unanimously.

**Project Manager Update- John Winnenberg**

John Winnenberg, Project Manager, provided updates on ongoing projects:

- Osborne Park: Work is progressing with grassing, dog park layout, and parking lot development. There has been discussion about reviewing the pond to make it look better and there is a substantial amount of funds for landscaping. The projected completion date is July 26, 2025, with an additional 30 days for punch list items.
- Army Corps of Engineers project: Discussed timelines for dock opportunities within 12 months.
- Welcome History Center tie-in: Awaiting approval from Bartow County Water.
- Nicko's Pizza Building – The interior work is progressing. A quote for replacing existing siding, presented to approve the renovation of the exterior facade with pine for Nicko's Pizza building for a total amount of \$29,715.

After detailed discussion Council Member Jayson Frederick motioned to approve the renovation of the exterior facade with pine for Nicko's Pizza building for a total amount of \$29,715. Council Member Greg Free seconded the motion. The motion carried unanimously.

**Public Comments**

John Winnenberg, resident, commented on the library funding, expressing concern about the amount of money invested in an underutilized facility.

**Adjournment**

Council Member Greg Free motioned to adjourn the meeting. Council Member Jayson Free seconded the motion. The motion passed unanimously.

With no further discussion the meeting adjourned at 7:52 pm.

**CITY OF EUHARLEE  
CITY COUNCIL WORK SESSION MINUTES  
JUNE 17, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Tim Abbott, Greg Free and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi.

**UNFINISHED BUSINESS AND NEW BUSINESS**

**Lease for Presbyterian Church - James Stephens**

James Stephens, City Manager, presented a proposed 7-page lease agreement between the city and New Covenant Methodist Church for the use of the Presbyterian church on Sundays and potentially the Old Library on Wednesdays. The proposed rate is \$1,000 per month. The church is currently reviewing the agreement with their attorney. The council discussed items in detail, being both rentals included in the monthly rate. Mr. Stephens explained it does include both facilities. As far as the city covers the utility cost, Mr. Stephens said there is hope for more Saturday rentals. He also added the city will track for rentals that will be down due to the church's use. A final vote expected at the July 1<sup>st</sup> meeting.

**Old Library Rental Rates after Renovation - James Stephens**

James Stephens, City Manager, proposed updating the rental rates for the old library after renovations. The current rate is \$125 for the first day and \$100 for the second day. Staff recommend increasing rates to \$250 for the first day and \$200 for the second day, effective for rentals booked for September and later. The council discussed possible half-day rentals, gradual increase to \$175, comparable rates for serving alcohol, possible \$300 rate and getting further information from the most comparable venue, the Goodyear venue in Cartersville. The discussion will continue at the July 1<sup>st</sup> meeting.

**Library Board Appointment - James Stephens**

James Stephens, City Manager, announced that Ann Walker has completed her second term on the library board and is not eligible for a third term due to term limits. The city is accepting applications for the position until June 26<sup>th</sup>. There is one citizen who is currently interested: recommendations presented at the July 1<sup>st</sup> meeting.

**1<sup>st</sup> Reading Ordinance No. 2025-06 to Establish a Regular Schedule for Work Sessions and City Council Meetings - Tim Abbott**

Council Member Tim Abbott presented a proposal to change the meeting schedule. The new proposal would have work sessions preceding both the first and third Tuesday meetings each month, resulting in two work sessions and two council meetings per month. The discussion included the benefits for faster decision-making and increased opportunities for public participation. The potential impact on their compensation and agreed to forego additional pay for the remainder of the year if the change is implemented. Review charter for change to special meetings Section 2.18. The council agreed to the 2<sup>nd</sup> reading of this ordinance on the July 1<sup>st</sup> agenda and to advertise the potential change to the public.

**Project Manager Update - James Stephens for John Winnenberg**

James Stephens provided updates on ongoing projects:

- Osborne Park project completion date pushed back to the third week of July due to rain
- Sewer tie-in drawings for the Welcome Center approved by Bartow County Water.
- Siding work at the old Country Store nearly completed.
- DNR provided a favorable response regarding the creek project, allowing for Advertisement for engineers.
- Flock camera installation at Osborne Park is in progress.

**Public Comments**

Wesley Walker, a resident thanked the council for supporting his church's rental of the Presbyterian church property.

Ron Hartman, a resident, inquired about the status of the RFP for sound production support contract. Mr. Stephens stated it is not in place and has not submitted it to the city council.

Allison Hines, resident, requested consideration for lighting on the sidewalk beyond the Covered Bridge.

Council Member Greg Free reported low-hanging tree limbs on the sidewalk along Euharlee Road, near the school posing a safety hazard.

**Executive Session – Real Estate**

The City Council entered the Executive Session to discuss Real Estate at 7:43 pm. The council returned from the Executive Session at 8:14 pm. There were no votes, no action and no further discussion needed at that time at the work session.

**Adjournment**

With no further discussion the meeting adjourned at 8:14 pm.

**CITY OF EUHARLEE**  
**CITY COUNCIL MEETING MINUTES**  
**JULY 1, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Tim Abbott, Greg Free and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi.

**Recognition Mike Cheeks – Building Inspector - 2025 BOAG Member of the Year**

Mayor Craig Guyton, on behalf of the council and city staff recognized Mike Cheeks, the city's part-time building inspector for over 10 years, was named the 2025 Member of the Year by the Building Officials Association of Georgia. The mayor highlighted Mr. Cheeks' dedication, professionalism, and commitment to excellence in ensuring the safety and quality of buildings in Euharlee.

**Motion to Amend Agenda**

Council Member Greg Free motioned to amend the agenda to include Budget Amendment for FY24. Council Member Joe Turner seconded the motion. The motion passed unanimously.

**Approval of Minutes**

Council Member Greg Free motioned to approve the minutes from the City Council Meeting, June 03, 2025, and City Council Work Session, June 17, 2025. Council Member Joe Turner seconded the motion. The motion passed unanimously.

**Public Comments - Agenda Items Only**

No public comments.

**UNFINISHED BUSINESS AND NEW BUSINESS**

**Budget Amendment FY24 – James Stephens**

City Manager James Stephens presented a budget amendment for fiscal year 2024 related to the police department's capital lease for flock cameras and tasers. The auditor pointed out the GAAP 87 now requires the 5-year capital lease to be reported on the financial statement in the first year executed. It does not impact the fund balance. It is an accounting technological amendment. The amendment is to also record the allocation of ARP funds. This amendment helps the city to comply with the state code 36.81-3. Council Member Tim Abbott motioned to accept the FY24 budget amendment as stated by the City Manager. Council Member Joe Turner seconded the motion. The motion passed unanimously.

**Old Library Rental Rates after Renovation - James Stephens**

City Manager James Stephens presented proposed rental rates for the Old Library after renovation with staff recommendation, \$250 rental fee, second day rental \$200 with a \$100 deposit. The city staff contacted the city of Cartersville about alcohol rentals; to find they have a small number of rentals due to a required licensed bartender and an on-site police officer. Council Member Jayson Frederick motioned to set the rental rate at \$250 with a \$100 refundable deposit and a second day at \$200, with the option to rent the facility including alcohol with a deposit of \$1500 that is refundable. The tenant must include an off-duty police officer, licensed bartender, and insurance certificates in

the name of the city, all paid for by the tenant. Council Member Greg Free seconded the motion. The motion carried unanimously.

**Library Board Appointment - James Stephens**

City Manager James Stephens presented information on applicants for the Library Board position. Ann Walker served her two-year term, and she was thanked for her service. There were nine inquiries about the appointment, four that officially applied, and three for review. After the council discussion, Council Member Tim Abbott motioned to appoint Ms. Sabrina Price as the Euharlee representative on the Bartow County Library Board. Council Member Greg Free seconded the motion. The motion passed unanimously.

**2<sup>nd</sup> Reading Ord. 2025-06-Establish a Regular Schedule for Work Sessions & City Council Meetings – James Stephens**

City Manager James Stephens presented the second reading Ordinance 2025-06 to establish a regular schedule for work sessions and city council meetings. There was one change to the ordinance to include the language from the charter regarding emergency meetings in Section 2. Council Member Tim Abbott motioned to adopt the new ordinance to establish regular schedule meetings for work sessions and city council meetings as written in Ordinance 2025-06. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Project Manager Update- John Winnenberg**

John Winnenberg, Project Manager, just for conversation, shared ideas for a floating dock build secured with peers.

- Osborne Park build is progressing with steel erected and roof system installation.
- Dog park review for the council and hopefully to stake out an idea soon.
- A change order for \$8,793.75 presented from SH Creel to improve the existing stormwater pond. Council Member Joe Turner motioned to approve the change order for \$8,793.75 to improve the existing stormwater pond. Council Member Greg Free seconded the motion. The motion passed unanimously.
- The sewer line installation proposal tabled for further inquiry with Bartow County Water.
- The siding replacement for Nicko's Pizza is complete.

**Public Comments**

- Ron Hartman inquired about the possibility of citizens using idle time during work sessions to present ideas to the council.
- Marshall Aiken requested permission to use the property outside the Granary for the annual July 4<sup>th</sup> light show, which was granted.

**Executive Session – Real Estate**

Council Member Tim Abbott motioned to go into Executive Session for the purpose of Real Estate at 7:58 pm. Council Member Jayson Frederick seconded the motion. The motion passed unanimously. The council returned from the Executive Session at 8:38 pm. There were no votes, no action taken and no further discussion needed for that executive session.

**Adjournment**

Council Member Greg Free motioned to adjourn the meeting. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

With no further discussion the meeting adjourned at 8:38 pm.

**CITY OF EUHARLEE**  
**CITY COUNCIL WORK SESSION MINUTES**  
**JULY 15, 2025 – 6:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Greg Free and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi. Council Member Tim Abbott was not present.

**UNFINISHED BUSINESS AND NEW BUSINESS**

**RFP DDA Strategic Work Plan - Katie Gobbi**

Katie Gobbi, Community & Economic Development Director, presented information on the RFP for the Downtown Development Authority (DDA) strategic work plan. Six proposals were received, ranging from \$8,000 to \$49,500. The DDA recommended accepting the proposal from Empowered Planning and Leadership Solutions for \$8,000. Council Member Jayson Frederick expressed concerns about the level of detail in Empowered Planning's proposal compared to Hampton Planning's proposal, which was more detailed and customized for Euharlee. DDA Vice Chair Zach Tyree explained that the DDA felt Empowered Planning would be a good fit due to their local knowledge and experience. The council continued the discussion in detail and Mr. Tyree shared information on behalf of the DDA.

**2<sup>nd</sup> Reading Ordinance 2025-05 - Amend Zoning Ordinance for Conditional Approval – K. Gobbi**

Katie Gobbi, Community & Economic Development Director presented the 2<sup>nd</sup> reading of Ordinance 2025-05 to amend the zoning ordinance to add provisions for conditional approvals. Two versions were provided - one with Section 1 B3 included and one with it removed. Council Member Greg Free reported on discussions from the Planning and Zoning meeting which he attended, noting concerns about the broad language in Section 1 B3.

**City Metrics - James Stephens**

City Manager James Stephens presented a city metrics spreadsheet through June 2025 that is used to track city revenues but does not include property and LOST tax. This report ties into the manager's report with a favorable revenue variance experience. A few highlights are listed below:

- 48 building permits issued in first 6 months of 2025, compared to 30 in same period of 2024
- Total revenue of \$305,978 for first 6 months, compared to \$444,714 for full year 2024
- Favorable revenue variance of \$265,730 year-to-date.

Mr. Stephens stated he will provide the information for future meetings for review and questions.

**Manager's Report - James Stephens**

City Manager James Stephens presented the Manager's Report, noting:

- General fund revenue variance of \$265,730 favorable
- General fund expenditure variance of \$263,127 unfavorable, which is comprised of several large reimbursable expenses, building inspections for residential development, and several departments over budget: museum supplies for art and downtown exhibits, public works, and parks and recreation due to large repair/maintenance items but will taper off throughout the year.

- Cash on hand of \$802,392 as of June 30, 2025.
- SPLOST balance of \$1,019,818 as of June, with an additional \$600,000 in SPLOST and \$685,000 for LOST for the remainder of the year. LOST monthly averaged \$115,990.
- Campground revenue of \$90,479 and expenses of \$50,013 through June which adds \$40,466 to the general fund balance because of the campground.
- SH Creel has been paid \$2.2 million through June with a remaining balance of \$1,031,000.
- Expected SPLOST balance of \$275,000 after all obligations are settled.

***Intergovernmental Agreement School Crossing Guards - Chief Jody Matthews***

Police Chief Jody Matthews presented the annual renewal intergovernmental agreement with Bartow County School System for school crossing guards for Euharlee Elementary and Middle School. The agreement is for \$7,612.50 total, paid at \$43.75 per day for 174 school days.

***Millage Rate - James Stephens***

City Manager James Stephens presented information on the millage rate including two documents. One is a proposed five-year tax history advertisement, and the other is the computation of millage rate rollback and percentage increase of property taxes for 2025 prepared by the Bartow County Tax Assessor's Office. The PT32 one, which is the rollback calculation form, shows that the Euharlee tax digest had a growth of 4.37% from 2024 to 2025; and state law requires calculating a rollback based on the equivalent of the total digest levied for the prior year, taking growth out. The recommendation is to adopt the decreased rollback rate from 1.53 mills to 1.466 mills. This will generate approximately \$281,000 in tax revenue, compared to \$274,000 in the previous year. The council continued discussion, including the school boards' increased tax, and the rollback rate which provides citizens with a small break during a time that is needed. The last three years the rollback rate was adopted.

***Public Comments***

Zach Tyree from Euharlee Creek Outfitters proposed organizing a community river cleanup event in late September, requesting city involvement and support.

***Adjournment***

With no further discussion the meeting adjourned at 6:50 pm.

**CITY OF EUHARLEE**  
**CITY COUNCIL MEETING MINUTES**  
**JULY 15, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi. Council Member Tim Abbott was not present.

**Audit Report Presentation - FY 2024 - Christian Hatch, Williamson & Co., CPAS**

Christian Hatch from Williamson & Co., CPAs presented the FY 2024 audit report. The audit was conducted in accordance with auditing standards generally accepted in the United States and the standards that apply to financial audits of local governments. The purpose of the audit was to issue our opinion on the city's basic financial statements and to report on the city's internal control over financial reporting and compliance.

The document contains two audit reports. The independent auditors report on page one is where the opinion on the financial statements is located. For the year ending December 31, 2024, the basic financial statements are fairly presented in all material respects in conformity with generally accepted accounting principles as they apply to local government. The other report relates to the city's internal control over financial reporting, compliance, and the responsibilities in considering those items in an audit. For the 2024 audit period the key points included:

- Unmodified (clean) audit opinion.
- No material weaknesses in internal controls or compliance violations
- Net position increased by \$1,238,487 to \$14,691,816
- Total tax revenue increased by \$50,726 to \$3.8 million
- General Fund balance decreased by \$225,982 to \$1,506,368
- SPLOST collections totaled \$1,273,376
- ARP Funds total spent was \$794,853. The remainder \$775,556 unobligated funds must be spent by December 2026.
- No department went over budget per budgeted line items.

Mr. Hatch summarized for FY 2024, the city was able to increase revenue, invest in capital improvements within the City, and end the year with healthy fund balances across funds while remaining materially compliant with the financial rules and regulations associated with local government reporting.

**Public Comments**

Cole Law (1495 Mission Road Southwest) expressed interest in annexing his adjoining property at 1505 Mission Road Southwest into the city of Euharlee.

**Approval of Minutes**

Council Member Greg Free motioned to approve the minutes as written from the City Council Meeting, July 01, 2025. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**UNFINISHED AND NEW BUSINESS**

**RFP DDA Strategic Work Plan - Katie Gobbi**

Council Member Joe Turner motioned to accept the DDA's recommendation and approved Empowered Planning and Leadership Solutions for the DDA Strategic Work Plan at a cost of \$8,000.

Council Member Greg Free seconded the motion. The motion passed 3-1 in favor. Council Member Jayson Frederick opposed.

**2<sup>nd</sup> Reading Ordinance 2025-05 - Amend Zoning Ordinance for Conditional Approval – K. Gobbi**

Council Member Greg Free motioned to accept Ordinance 2025-05 with Section B3 struck from the ordinance. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**Intergovernmental Agreement School Crossing Guards - Chief Jody Matthews**

Council Member Jayson Frederick motioned to accept the intergovernmental agreement for the service of crossing guards. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Adjournment**

Council Member Jayson Frederick made a motioned to adjourn. Council Member Greg Free seconded the motion. The motion passed unanimously.

With no further discussion the meeting adjourned at 7:45 pm.

**CITY OF EUHARLEE  
CITY COUNCIL MEETING MINUTES  
AUGUST 05, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Tim Abbott, Joe Turner, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi.

**Public Hearing – Millage Rate**

There were no public comments for the public hearing.

**Public Comments – Agenda Items Only**

There were no public comments on agenda items.

**Approval of Minutes**

Council Member Greg Free motioned to approve the minutes as written from the City Council Meeting, July 15, 2025. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**UNFINISHED AND NEW BUSINESS**

**Citizen Recognition - Mayor Craig Guyton**

Mayor Craig Guyton on behalf of the City of Euharlee presented the Citizen Spotlight Award to Mrs. Melissa Moore, recognizing her for being named Star Teacher and for her excellence in education and commitment to helping students excel and recognized by state representative Matthew Gambill. The Mayor also recognized Communications Intern Molly Moore for her outstanding work over the summer and wished her well as she enters her senior year at the University of Georgia.

**DDA Amended Resolution - Katie Gobbi**

Community & Economic Development Director Katie Gobbi presented a resolution to amend the terms for the Downtown Development Authority Board of Directors to comply with state code requirements for initial 2-year, 4-year and 6-year staggered terms. After the initial terms, all terms would be 4 years. Council Member Greg Free motioned to amend the resolution to be in compliance with state code for the Downtown Development Authority. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**Park Entrance Signs - Katie Gobbi**

Council Member Jayson Frederick motioned to table the agenda item on park entrance signs to gather additional information. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Millage Rate - James Stephens**

City Manager James Stephens recommended adopting the calculated rollback millage rate of 1.466 mills. Council Member Greg Free motioned to accept the city manager's recommendation and adopt the rollback rate of 1.466 mills. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**Side by Side (Blueline Funded) - Chief Jody Matthews**

Police Chief Jody Matthews presented a proposal to purchase a Polaris Ranger Crew XP1000 North Star side-by-side vehicle for \$27,847 from Haney's Farm and Ranch Supply, to be outfitted with police equipment for a total not to exceed \$33,000. The chief noted it would be useful for events, off-road access, and emergency response.

Council Member Jayson Frederick motioned to approve the purchase of the 2025 Ranger Crew XP1000 North Star through Haney's at the purchase price of \$27,847 and to be outfitted with equipment not to exceed \$33,000 total. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Project Manager Update - John Winnenberg**

Project Manager John Winnenberg provided updates on ongoing city projects:

- Osborne Park build is nearing completion with final walk through approximately next week with power expected to be connected within 1-2 weeks.
- Army Corps of Engineers permit received for docks at Euharlee Creek, with a March 2026 deadline to begin work.
- Awaiting official award notification on grant for kayak launch dock at Osborne Park.
- Currently Bartow County is unable to install sewer tie-in for History Center.
- Presented options for plaque to recognize council members at Osborne Park Amphitheater Building with 2 quotes, one at \$4,032, and to remove and replace current plaque \$4,874 which can be determined between the mayor and city manager.

**Executive Session - Litigation**

Council Member Greg Free motioned to enter Executive Session for the purpose of Litigation and Attorney-Client Privilege. Council Member Jayson Frederick seconded the motion. The motion passed unanimously. The council entered Executive Session at 7:24 PM and returned at 8:30 PM. There were no votes or actions taken during the Executive Session for Litigation and Attorney-Client Privileges.

**Adjournment**

Council Member Greg Free made a motion to adjourn. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

With no further discussion the meeting adjourned at 8:30 pm.

**CITY OF EUHARLEE  
CITY COUNCIL WORK SESSION  
AUGUST 5, 2025 – 6:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Tim Abbott, Joe Turner, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi.

**UNFINISHED AND NEW BUSINESS**

**Downtown Development Authority (DDA) Amended Resolution – Katie Gobbi**

Community and Economic Development Director Katie Gobbi presented an amended resolution adjusting Downtown Development Authority board member terms to comply with Georgia state code. The law requires staggered terms of six, four, and two years for initial appointments. The terms are effective March 4, 2024, for the first year. Council Members expressed concern about the length of six-year terms. City Manager James Stephens confirmed that this requirement applies to initial terms only; future appointments may transition to four-year terms. Council also discussed vacancies, the appointment process, and term limits for advisory boards. No action was taken; the resolution will be considered at the regular voting meeting.

**Park Entrance Signs - Katie Gobbi**

Community and Economic Development Director Katie Gobbi presented options to replace signs at Osborne Park and Frankie Harris Park. New Beginning Signs: Routed PVC or cedar, \$17,890 (PVC) or \$21,350 (cedar), plus \$500 demo. Signs and More: Aluminum cabinet signs with dimensional letters, \$33,665 including demo.

Discussion points included:

- Council favored the Covered Bridge design for branding and identity.
- Several members preferred routed PVC for durability and cost savings.
- Suggested modifications: adding flexibility for event signage, stronger fonts, City of Euharlee branding, and lighting for visibility.

Council directed staff to request revised pricing and design mockups from New Beginning Signs incorporating the Covered Bridge element. Item was tabled for further review.

**Official Polling Place Designation - Joseph Kirk, Bartow County Elections Supervisor**

Joseph Kirk, Bartow County Elections Supervisor, recommended moving the official city polling place from City Hall to Euharlee Baptist Church, aligning with the county's polling location. The benefits include one unified voting location, reduced confusion, and no additional charge under the county contract. The public notice has already been placed in the newspaper, with a two-week comment period. The City Council will vote on the change at the August 19<sup>th</sup> meeting.

**Millage Rate Discussion – James Stephens**

City Manager James Stephens stated for compliance at the 7:00 pm meeting, there will be a public hearing along with the advertisement and the prior discussion for a proposed rollback rate of 1.466 mills, generating an estimated \$281,000 in revenue. Mr. Stephens recommended adoption of the rollback rate. Council discussed long-term stability in tax rates and growth in the tax digest. No action was taken during the work session; final consideration will occur at the regular meeting.

**Police Department Side-by-Side Vehicle – Chief Jody Matthews**

Chief Jody Matthews presented quotes for the purchase of a 2025 Polaris Ranger utility vehicle for use at public events and off-road responses. Chief Matthews recommended the quotes from Haney’s Farm & Ranch Supply – Polaris Ranger North Star (enclosed cab, heat/AC) at \$27,847 with additional police equipment estimated at \$5,000, with the total price lower than the other two vendors. The \$5,000 could be less using the current company that outfits the department’s police vehicles. Funding would come from the Blue Line account (school zone camera enforcement revenue). The council continued discussion and questioned necessity vs. luxury, budget implications, and potential future vehicle needs. Chief Matthews explained benefits for crowd control, event mobility, race escorts, and off-road/river access. The Blue Line account has a fund balance of approximately \$69,650 and there will be sufficient funds for a future police vehicle if needed. No decision was made during the work session.

**Public Comments**

Marshall Aiken, resident of Euharlee, was in favor of the police side-by-side for inclement weather and the price is comparable.

**Adjournment**

With no further discussion, the work session adjourned at approximately 7:38 pm.

**CITY OF EUHARLEE  
CITY COUNCIL WORK SESSION MINUTES  
AUGUST 19, 2025 – 6:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Tim Abbott, Joe Turner, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi.

**UNFINISHED AND NEW BUSINESS**

**Park Entrance Signs – Katie Gobbi**

Katie Gobbi, Community & Economic Development Director, presented updated designs for park entrance signs based on feedback from the previous meeting. The designs incorporated more colors, the covered bridge, and the city name. The pricing remained unchanged from the last meeting. Council Members discussed various aspects of the designs, including color preferences and the addition of the city logo. It was decided to put two color options on the internet for citizens to vote on through a survey.

**Permitting Software – Katie Gobbi**

Katie Gobbi, Community & Economic Development Director presented a proposal from Cloudpermit for permitting software, including building permitting and code enforcement modules. The total cost for the first year would be \$12,150, with additional costs for years two at \$7,488 and three at \$7,787. Due to the large increase in permits and the unlimited number of users, the software would streamline processes for staff and improve citizen experience. In the fourth quarter of this year a work order module with Cloudpermit will be available for residents to report issues or concerns. The council discussion was favorable for the upgrade.

**1<sup>st</sup> Reading Ordinance 2025-06 Door to Door Sales and Peddlers – Katie Gobbi**

Katie Gobbi, Community & Economic Development Director presented the first reading of an ordinance regulating door-to-door sales and peddlers with the recommendation from the Planning and Zoning Department. The ordinance originated from increased complaints about door-to-door solicitations with calls to the police department. Council Members discussed various aspects of the ordinance, including its impact on food trucks, ice cream trucks, and charitable organizations.

**Intergovernmental Sewer Access Fee – James Stephens**

James Stephens, City Manager presented an intergovernmental agreement for Bartow County Water to bill, collect, and remit a monthly sewer access fee of \$13.50 for Euharlee citizens connected to the sanitary sewer system. The monthly sewer amount was approved last December.

**Public Comments**

- Fred Warner, resident, asked about the stone monument bases for the park entrance signs.
- Wes Walker, resident, inquired about the use of cursive font on the park signs over block font.
- Marshall Aiken, resident, asked how the peddler ordinance would affect organizations like Girl Scouts and school fundraisers.

**Adjournment**

With no further discussion the meeting adjourned at 6:41 pm.

**CITY OF EUHARLEE  
CITY COUNCIL MEETING MINUTES  
AUGUST 19, 2025 – 7:00 PM**

Mayor Craig Guyton called the City Council Meeting to order.

**Public Comments**

No public comments were made on agenda items.

**Approval of Minutes**

Council Member Greg Free motioned to approve the Work Session and City Council Meeting minutes for August 5, 2025. Council Member Jayson Fredrick seconded the motion. The motion passed unanimously.

**UNFINISHED AND NEW BUSINESS**

**Citizen Recognition – Mayor Craig Guyton**

Mayor Craig Guyton recognized seven-year-old Rylan Kimberly for her outstanding achievements in gymnastics, including winning first place all-around at the USAG National competition and earning a spot on the national team.

**Official Polling Place Designation – Mayor Craig Guyton**

Council Member Greg Free motioned to change the official polling place from Euharlee City Hall to Euharlee Baptist Church at 1103 Euharlee Road, Euharlee, GA 30145. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**Park Entrance Signs – Katie Gobbi**

Council Member Jayson Frederick motioned to table the park entrance signs item until the September 2<sup>nd</sup> meeting. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Permitting Software – Katie Gobbi**

Council Member Jayson Frederick motioned to partner with Cloudpermit on the software and to add the Q4 edition when it becomes available. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Intergovernmental Sewer Access Fee – James Stephens**

Council Member Joe Turner motioned to approve the intergovernmental agreement for Bartow County Water to bill, collect, and remit the monthly sewer access fee. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Adjournment**

Council Member Jayson Frederick motioned to adjourn the meeting. Council Member Greg Free seconded the motion. The motion passed unanimously.

With no further discussion the meeting was adjourned at 7:08 pm.

**CITY OF EUHARLEE  
CITY COUNCIL WORK SESSION MINUTES  
SEPTEMBER 16, 2025 – 6:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Tim Abbott, Joe Turner, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi.

**UNFINISHED AND NEW BUSINESS**

**Park Entrance Signs – Katie Gobbi**

Katie Gobbi, Community & Economic Development Director, presented options for park entrance signs for Osborne Park and Euharlee Creek Campground. Two vendors provided quotes - New Beginnings and Signs and More. The Signs and More options were more expensive but considered more attractive by some council members. Council Member Tim Abbott suggested reconsidering the need for static signs and exploring electronic signage options instead to provide more flexibility for messaging about events. After much discussion, the council agreed to table this item for further consideration of sign options and locations.

**2<sup>nd</sup> Reading Ordinance 2025-06 Door to Door Sales and Peddlers – Katie Gobbi**

Katie Gobbi, Community & Economic Development Director presented the 2<sup>nd</sup> Reading for the ordinance and provided two versions: one regulating both door-to-door sales and peddlers, and one regulating only door-to-door sales. The council discussed concerns about over-regulation and the need to balance public safety with allowing legitimate business activities and even suggested considering an outright ban on door-to-door sales with exceptions for constitutionally protected activities. The council agreed to table this item for further review and revision.

**Covered Bridge & Pavilion/Pavilion Only Pricing – Katie Gobbi**

Katie Gobbi, Community & Economic Development Director, presented information and pricing from various agencies in the surrounding area for pavilion rentals. Below she presented the proposed pricing for renting the Covered Bridge Pavilion:

- Pavilion only: \$75 from 8am-11pm with \$50 refundable deposit.
- Covered Bridge and Pavilion: \$150 from 8am-11pm with \$100 refundable deposit.

The council discussed concerns about renting a public space that would remain open to the public during events. They also considered the possibility of offering a higher-priced private rental option. The council agreed to table this item and refer to the Downtown Development Authority for input.

**Unopposed Election Cancellation Resolution – James Stephens**

City Manager James Stephens presented Resolution 2025-04 to cancel the city's municipal portion of the November election, as the three incumbents qualified unopposed. This would save the city approximately \$4,000. The county portion of the election would still proceed.

**Manager's Report – James Stephens**

City Manager James Stephens provided updates on recent events and highlights from the financial report:

- 13 families participated in the first annual Son and Mom campout at the Euharlee campground.
- 9 weeks of Saturday tournaments remain at Joe Cowan Park.
- ROTC Raider event will be held at Osborne Park on Saturday September 18<sup>th</sup>.
- Year-to-date financials show a slight unfavorable variance of \$5,000 compared to budget.
- Operating Cash on Hand as of August 31<sup>st</sup> : \$793,530.
- Current SPLOST available: \$707,403. Expected \$400,000 for remainder of the year.
- Average Monthly LOST: \$120729. Expected \$465,000 for the remainder of the year.
- Campground Revenues year-to-date: \$117,067 - Campground Expenses year-to-date: \$73,632. Campground Increased by \$43,435.
- \$2.6 million paid to date on Osborne Park project, with \$350,875 remaining retainable balance.
- SPLOST balance after final retainage payment \$357,000.

**Public Comments**

Ron Hartman, Euharlee resident spoke in support of electronic signage that he has pushed for the last 3 years. Why buy static signs when venue signage is already in place and reconsider the idea of spending money on electronic signs. He suggested locations downtown, Joe Cowan Park, and on Euharlee Road to promote city events and activities.

**Adjournment**

With no further discussion the meeting adjourned at 7:05 pm.

**CITY OF EUHARLEE  
CITY COUNCIL MEETING MINUTES  
SEPTEMBER 16, 2025 – 7:00 PM**

Mayor Craig Guyton called the City Council Meeting to order at 7:10 pm. The local Boy Scout Troop led the Pledge of Allegiance. The council thanked the group for coming.

**Public Comments**

No public comments were made on agenda items.

**UNFINISHED AND NEW BUSINESS**

**LWCF Grant Resolution - Brielle Shinall**

Brielle Shinall, grant administrator, presented to accept a Land and Water Conservation Fund grant from the Georgia Department of Natural Resources for improvements to Osborne Park. The project will include a kayak/tube launch, fishing pier, water trail signage, life jacket station, first aid station, pedestrian pathway extension, parking lot lighting, erosion control, and other site improvements. Ms. Shinall requested approval of the LWCF Grant Resolution. Council Member Joe Turner motioned to accept the LWCF grant resolution. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**Park Entrance Signs – Katie Gobbi**

Council Member Jayson Frederick motioned to table the vote for the Park Entrance signs. Council Member Greg Free seconded the motion. The motion passed unanimously.

**2<sup>nd</sup> Reading Ordinance 2025-06 - Door to Door Sales & Peddlers - Katie Gobbi**

Council Member Jayson Frederick motioned to table the 2<sup>nd</sup> Reading of Ordinance 2025-06. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Covered Bridge Pavilion/Pavilion only Pricing - Katie Gobbi**

Council Member Jayson Frederick motioned to table the Covered Bridge and Pavilion pricing and refer to the Downtown Development Authority. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Unopposed Election Cancellation Resolution - James Stephens**

City Manager James Stephens presented Resolution 2025-04 to cancel the city's municipal portion of the November election due to the three incumbents qualifying unopposed. Council Member Tim Abbott motioned to adopt the unopposed election cancellation resolution. Council Member Joe Turner seconded the motion. The motion passed unanimously.

**Adjournment**

Council Member Jayson Frederick motioned to adjourn the meeting at 7:20 pm. Council Member Greg Free seconded the motion. The motion passed unanimously.

With no further discussion the meeting was adjourned at 7:20 pm.

**CITY OF EUHARLEE  
CITY COUNCIL WORK SESSION MINUTES  
OCTOBER 7, 2025 – 6:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Tim Abbott, Joe Turner, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi.

**UNFINISHED AND NEW BUSINESS**

**Park Entrance Signs – Katie Gobbi**

Katie Gobbi, Community & Economic Development Director, presented two options for park entrance signs for Osborne Park and Euharlee Creek Campground. New Beginning Signs and Graphics: \$9,775 per sign, not including \$500 for demolition and Signs & More: \$36,065 for both signs including demolition. Discussion ensued regarding design preferences, durability, and budget considerations. Council Members expressed differing opinions on the aesthetics and cost of the options.

**1<sup>st</sup> Reading Ordinance 2025-06 Door to Door Peddlers and Solicitations – Katie Gobbi**

Katie Gobbi, Community & Economic Development Director presented the 1<sup>st</sup> reading of the ordinance to regulate door-to-door peddlers and door-to-door solicitations within the city. The ordinance will outlaw uninvited door-to-door solicitation except for First Amendment protections and charitable purposes and provide a simple regulation process for peddlers and itinerant vendors.

**LWCF Grant Administration**

The item was tabled until the October 21<sup>st</sup> meeting to allow for further preparation.

**Golf Cart Path – Jayson Frederick**

Council Member Jayson Frederick presented a proposal to make Euharlee a golf cart-friendly city. The following was discussed:

- Survey results showing majority support for the proposal
- Potential routes and crossings
- Challenges with state regulations regarding speed limits
- Suggestions for lowering speed limits on certain roads

Discussion ensued regarding safety concerns, infrastructure needs, potential next steps and a quote for a traffic study to include safety at crossings, roads to be included, and speed limit.

**Public Comments**

- Jerry Bell inquired about the status of the park entrance signs decision. No decision made.
- Rick Brazelton thanked the council for their leadership and vision, specifically mentioning the RV park, Osborne Park, and other improvements.
- Marshall Aiken suggested including Five Forks Road in the golf cart path considerations, adding a sidewalk, and proposed a temporary walking path near the creek.
- Wes Walker expressed support for golf carts and sidewalk improvements and inquired about signage for Joe Cowan Park.

**Adjournment** - With no further discussion the meeting adjourned at 6:43 pm.

**CITY OF EUHARLEE  
CITY COUNCIL MEETING MINUTES  
OCTOBER 7, 2025 – 7:00 PM**

Mayor Craig Guyton called the City Council Meeting to order at 7:00 pm.

**Public Comments**

No public comments were made on agenda items.

**Approval of Minutes**

Council Member Greg Free motioned to approve the minutes of the Work Session and City Council Meeting from August 19, 2025, and September 16, 2025, as written. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**UNFINISHED AND NEW BUSINESS**

**Park Entrance Signs - Katie Gobbi**

Council Member Joe Turner motioned to table the park entrance signs decision and refer it to the Downtown Development Authority (DDA) for further consideration as part of a comprehensive branding effort. Council Member Greg Free seconded the motion.

The motion passed unanimously.

**LWCF Grant Administration – James Stephens**

Council Member Greg Free motioned to table the item until the October 21<sup>st</sup> meeting to allow for further preparation. Council Member Joe Turner seconded the motioned. The motion passed unanimously.

**Executive Session – Real Estate**

Council Member Jayson Frederick motioned to enter into Executive Session at 7:03 pm for the purpose of discussing Real Estate. Council Member Greg Free seconded the motion. The motion passed unanimously. Council returned from Executive Session at 7:43 pm. No votes or actions were taken during the Executive Session and no further votes or actions were needed subsequent to that meeting.

**Adjournment**

Council Member Greg Free motioned to adjourn the meeting at 7:43 pm. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

With no further discussion the meeting was adjourned at 7:43 pm.

**CITY OF EUHARLEE  
CITY COUNCIL WORK SESSION MINUTES  
OCTOBER 21, 2025 – 6:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Tim Abbott, Joe Turner, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi.

**UNFINISHED AND NEW BUSINESS**

**2<sup>nd</sup> Reading Ordinance 2025-06 Door to Door Peddlers and Solicitations – Katie Gobbi**

Katie Gobbi, Community & Economic Development Director presented the 2<sup>nd</sup> Reading of Ordinance 2025-06, noting one change from the 1<sup>st</sup> Reading. Section 3, item B was amended to add: the penalty will be a fine in the amount set in the fee schedule. This addition provides enforcement mechanisms for the ordinance. Police Chief Jody Matthews reported recent instances of door-to-door sales, including window sales that resulted in a 911 call. The ordinance will allow police to require solicitors to leave under any circumstances since no permissible process exists.

Discussion points included:

- Officer discretion for warnings versus citations on first offense.
- Recording of violator information and company representation.
- No additional signage planned initially.
- Enforcement will rely on existing “no solicitation” signs on properties.

**Euharlee Rentals – Katie Gobbi**

Katie Gobbi, Community & Economic Development Director, reported on DDA board feedback regarding renting the covered bridge and pavilion. The DDA recommended renting only the pavilion initially, not the covered bridge, until improvements like lighting and flooring are completed. They desire to rent the covered bridge for private renting, preferably on Saturday and Sunday evenings so that daily tourist visits to the covered bridge are not potentially impacted. It was confirmed by a local business owner of the daily visit to the bridge. The T-Mobile grant status for lighting and benches is still pending. Currently, the Osborne Park pavilion operates as first come first serve basis. Council Member Jayson Frederick suggested to offer private rental options for Osborne Park pavilion and include signage for private events, as well as post private rental schedules on city website, rent the covered bridge area for \$100 per hour with a 4-hour minimum rental, and provide 50% discount for city residents on all rental amenities. The council was in support of making facilities available for private rental while maintaining public access, resident discounts, and a proper notification system.

**LWCF Grant Administration – James Stephens**

City Manager James Stephens presented two proposals from the same grant specialist, Brielle Shinall. A monthly option: \$2,000 per month and a lump sum option: \$36,000 for the life of the grant. Mr. Stephens recommended the \$36,000 lump sum, representing 3.6% of the project cost, which is below the typical 8% rate for grant administration. The detail of the grant includes a two-year timeline with the grant ending in September 2027, the grant administrator to ensure compliance with all regulatory requirements and will coordinate with engineers and construction managers for Corps of Engineers requirements.

**Lighting at Playground Osborne Park – James Stephens**

City Manager James Stephens addressed lighting needs identified during the Fall Festival, the upper playground area was very dark. Recommended solar lights for upper playground, hardwire lighting for lower playground (shaded area near pavilion), and to receive quotes from Clowers Electric.

**Golf Cart Progression – James Stephens**

City Manager James Stephens reported that GDOT requires engineered traffic studies for speed limit changes on all roads, including local off-system roads. Recent quotes for studies ranged from \$10,080 to

\$10,540. Previous Study Results (2023) included Euharlee Road: Recommended to stay at 45 mph or increase to 55 mph and Covered Bridge Road: Recommended to stay at 30 mph. Reducing speed limits by more than 10 mph below county portions would eliminate radar enforcement capability. The council expressed reluctance to spend \$10,000 on a new study with likely similar results. The council agreed to explore requesting GDOT to consider 5 mph reduction on Covered Bridge Road from 30 to 25 mph without a new study, while acknowledging this may not provide comprehensive golf cart access.

### **Road Paving – James Stephens**

City Manager James Stephens presented a five-year road paving schedule addressing all roads with current needs, budgeted at approximately \$250,000 annually. The annual funding is \$70,000 from GDOT plus SPLOST supplementation. He also shared that Covered Bridge Road is scheduled for 2028 to avoid damage from ongoing creek dock construction. The schedule is based on road conditions and proximity for cost efficiency. The council requested for interim maintenance of Covered Bridge Road and Milam Circle, an interest in coordinating pedestrian walkways and bike paths with repaving projects, and for staff to investigate TDAP grant opportunities for pedestrian infrastructure.

### **Campground – Tiny Home Yurts**

Council Member Jayson Frederick presented research on adding glamping options to the campground, including yurts and tiny homes.

Market Data Presented:

- US glamping market: \$737.9 million in 2024, projected \$1.5 billion by 2030.
- 46.9% of private campgrounds added glamping in 2023.
- KOA reported 34% of new customers chose glamping in 2023 (up from 18% in 2021).
- Target demographics: Millennials and Gen Z (43% of glamping customers).

The revenue potential included Yurts at \$100-\$150 per night and Tiny Homes at \$200-300 per night located in areas around pavilion and along creek banks, separate from existing RV sites. The council had positive reception with interest in exploring costs and locations, while allowing current campground operations to build reserves.

### **Public Comments**

Resident Allison Hines shared her thoughts on the following:

- Questioned pedestrian access across the covered bridge during private rentals.
- Inquired about golf cart survey results (198 responses, 45% strongly in favor).
- Supported sidewalk considerations with road paving projects.
- Endorsed yurt/tiny home concept for attracting college-age visitors.

**Adjournment** - With no further discussion the meeting adjourned at 6:51 pm.

## **CITY OF EUHARLEE CITY COUNCIL MEETING MINUTES OCTOBER 21, 2025 – 7:00 PM**

Mayor Craig Guyton called the City Council Meeting to order at 7:00 pm.

### **UNFINISHED AND NEW BUSINESS**

#### **ROTC Recognition- Dalton Abernathy – Mayor Craig Guyton**

Mayor Craig Guyton presented a certificate of recognition for leadership displayed in the face of adversity to Cadet Dalton Abernathy from Cartersville High School JROTC for his heroic actions during the September 20<sup>th</sup> JROTC event. Cadet Abernathy rescued a struggling cadet from Dalton Academy who was in distress while swimming across the creek during rope bridge installation.

#### **Red Ribbon Week Proclamation – Mayor Craig Guyton**

Council Member Greg Free made a motion to accept the Red Ribbon Week Proclamation designating October 23-31, 2025, as Red Ribbon Week in the City of Euharlee. Council Member Joe Turner seconded

the motion. The motion passed unanimously. The proclamation encourages citizens to support health, wellness, and a drug-free lifestyle, commemorating DEA Agent Enrique "Kiki" Camarena who was murdered in the line of duty.

**Woodland High School Photography Students- Katie Gobbi**

Katie Gobbi, Community and Economic Development Director recognized the Woodland High School photography students and teacher Ms. Abby Hennington for contributing four new photographs to the council chambers. These were "shot of the week" winners from the school's photography program. Students recognized for the photos were: The Cat by Kaden Moore, Football Player by Jet Sinard, Vehicle Roof by Ali Lint, and Ballet/Ballerina by Claire Nix.

**Public Comments**

No public comments were made on agenda items.

**Approval of Minutes**

Council Member Jayson Frederick motioned to approve the minutes of the Work Session and City Council Meeting from October 7, 2025. Council Member Greg Free seconded the motion. The motion passed unanimously.

**2<sup>nd</sup> Reading Ordinance 2025-06 Door to Door Peddlers and Solicitations – Katie Gobbi**

Council Member Tim Abbott motioned to approve the ordinance to regulate peddlers and door to door solicitations as written. Council Member Greg Free seconded the motion. The motion passed unanimously. The ordinance includes the amendment adding penalty language: the penalty will be a fine in the amount set in the fee schedule.

**Euharlee Rentals – Katie Gobbi**

No formal action required. Staff received directions to proceed with developing rental options for pavilions and covered bridge area, including resident discounts and proper notification procedures.

**LWCF Grant Administration – James Stephens**

Council Member Jayson Frederick motioned to accept the LWCF grant from Brielle Shinall at the \$36,000 based off staff recommendation. Council Member Greg Free seconded the motion. The motion passed unanimously. It was noted that the grant administrator has an excellent track record in Bartow County.

**Golf Cart Progression – James Stephens**

Council had extensive discussion on challenges with speed limit modifications and state law compliance. Council acknowledged the complexity of the issue and the obstacle presented by Euharlee Road. Staff directed to inquire with GDOT about recognizing the 2023 traffic study and potential for speed limit reduction on Covered Bridge Road. Council Member Jayson Frederick made a motion to table the golf cart discussion until information is received from GDOT via city staff and police chief. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Executive Session – Real Estate**

Council Member Greg Free motioned to enter into Executive Session at 7:26 pm for the purpose of discussing Real Estate. Council Member Jayson Frederick seconded the motion. The motion passed unanimously. Council returned from Executive Session at 8:07pm. No votes or actions were taken during the Executive Session. No votes or actions are needed subsequent to the Executive Session.

**Adjournment**

Council Member Greg Free made a motion to adjourn the meeting at 8:07 pm. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

With no further discussion the meeting was adjourned at 8:07pm.

**CITY OF EUHARLEE  
CITY COUNCIL WORK SESSION MINUTES  
November 4, 2025 – 6:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Tim Abbott, Joe Turner, Greg Free, and Jayson Frederick, City Manager James Stephens, and Police Chief Jody Matthews.

**UNFINISHED AND NEW BUSINESS**

**Request from Euharlee Baptist Church to Use Amphitheater - James Stephens**

City Manager James Stephens presented the request from Euharlee Baptist Church to use the amphitheater for a concert following the Christmas parade on December 1<sup>st</sup>. The church plans to host a youth band performance and believes the timing after the parade would attract community attendance. Mr. Stephens noted that the city has not yet established rental fees for the amphitheater but recommended approval with the requirement that the church provide a certificate of insurance naming the city as insured with \$1 million coverage for the event.

Discussion included consideration of establishing nonprofit rental rates in the future. Council Member Jayson Frederick suggested the city should not charge churches given their relationship with the city. Council Member Tim Abbott agreed but emphasized the need for established standards to avoid inconsistent pricing of different organizations. Council Member Joe Turner stated the city should not charge the church due to the relationship the city has with the church.

The council also discussed the entertainment district ordinance and whether alcohol restrictions would apply during the Christmas parade, with agreement that communication with the church about the entertainment district would be appropriate.

**LWCF Master Contract and Resolution – James Stephens / Brielle Shinall**

City Manager James Stephen deferred the discussion to Brielle Shinall, Grant Specialist, to present the information about the Land and Water Conservation Fund master services agreement. The agreement will help expedite the project and keep the city in compliance.

Ms. Shinall explained that Bartow County and the City of Euharlee published an architectural and engineering request for qualifications in February 2024, receiving 11 responses in March 2024. The contracts are valid through April of 2026. The agreement includes contingency clauses for architectural and engineering services that become effective when grant applications are funded. The City of Euharlee received notification in August 2025 of grant funding from the Georgia Department of Natural Resources through the Land and Water Conservation Fund to develop Osborne Park. After carefully reviewing the responses from the RFQ, the recommended firms for the on-demand master services agreement include CPL, Croy Engineering, LLC, CTI Engineering, Inc., Foresite Group, Goodwyn Mills & CaWood, LLC, LDDBlueline, RINDT, Inc., Southeastern Engineering Inc., Southland Engineering, Inc., Stephenson Engineering, Inc., and TurnipSeed Engineers; to complete design associated with the development of Osborne Park, city leadership and the Land and Water Conservation Fund project team will request and evaluate project specific proposals from appropriate architectural and engineering firms. It is the responsibility of the architect or engineer to be aware of and familiar with local, state, and federal grant compliance requirements of such projects. This contract action will lead to the design of improvements to the Euharlee creek water trail in Osborne Park. The resolution and the associated contract are

recommended for approval. Council Member Tim Abbott asked for clarification about working with multiple firms, and Ms. Shinall explained that these were the qualified respondents to the RFQ and the city would select from this group for specific projects. The RFQ was through direct advertisement, online and publication in the local newspaper. Council Member Greg Free asked if Bartow County had a similar agreement. Ms. Shinall stated the county has an existing agreement and the city of Cartersville has had agreements.

### **Rental Agreements – James Stephens**

City Manager James Stephens presented the venue rental summary and agreements for all city venues. The summary includes a 50% residential discount that was previously discussed. Key features of the agreement's include:

- Noise disclosure for venues near the outpost.
- Alcohol addendum requiring licensed bartender, off-duty officer, and \$1 million event insurance and a change to the deposit amount.
- Recognition that venues are within the entertainment district.

The discussion continued focused on rental durations and pricing:

- Council Member Jayson Frederick questioned whether the Osborne pavilion should be rented for full days at \$75 or broken into four-hour increments. Council agreed to change several venues from all-day to four-hour rentals at the same price. Council Member Tim Abbott suggested adding the Welcome Center as a rental venue. Discussion of half-day versus full day options for the various venues.

### **Public Comments**

Ron Hartman, resident, asked about the 11 firms that responded to the engineering RFQ and whether previous firms that worked on Osborne Park had applied. Mr. Stephens explained that the RFQ document was advertised back in 2024. This agreement is in place at the county level and worded to allow municipalities within Bartow county to add on. The 11 that responded was back in 2024 to an advertisement the county put together.

Allison Heins, resident, supported the half-day rental option, particularly for historic sites like the mill ruins to ensure visitor access.

Additional discussion occurred about pavilion usage policies, the condition of the barbecue pit at the old pavilion, and safety concerns regarding grills and open flames in rental areas. The council also discussed practical matters such as signage for reserved pavilions and website calendar availability to prevent conflicts with walk-up users.

### **Executive Session**

Council Member Jayson Frederick motioned to go into Executive Session for the purpose of Real Estate at 6:31 pm. Council Member Greg Free seconded the motion. Motion passed unanimously. The council returned from Executive Session at 6:59 pm with no votes or actions taken and no further votes or action that need to be discussed.

### **Adjournment**

With no further discussion the meeting adjourned at 6:59 pm.

**CITY OF EUHARLEE  
CITY COUNCIL MEETING MINUTES  
NOVEMBER 4, 2025 – 7:00 PM**

Mayor Craig Guyton called the City Council Meeting to order at 7:00 pm.

## **UNFINISHED AND NEW BUSINESS**

### **Public Comments**

No public comments were made regarding agenda items.

### **Approval of Minutes**

Council Member Greg Free motioned to approve the minutes of the Work Session and City Council Meeting from October 21, 2025. Council Member Joe Turner seconded the motion. The motion passed unanimously.

### **Amphitheater Use - Euharlee Baptist Church – James Stephens**

City Manager James Stephens recommended approval of non-fee usage of the amphitheater on December 1<sup>st</sup> after the Christmas parade for Euharlee Baptist Church with the stipulation that they provide a certificate of insurance for \$1 million.

Council Member Joe Turner motioned to approve the use of the amphitheater. Council Member Greg Free seconded the motion. Motion passed unanimously.

### **LWCF Master Contract and Resolution – James Stephens**

City Manager James Stephens recommended passing the resolution first, then approving the contract second for the LWCF engineering master contract.

Council Member Greg Free motioned to approve the resolution as written for the LWCF grant. Council Member Jayson Frederick seconded the motion. Motion passed unanimously.

Council Member Jayson Frederick motioned to approve the LWCF contract as written. Council Member Greg Free seconded the motion. Motion passed unanimously.

### **Rental Agreements – James Stephens**

City Manager James Stephens presented the rental fee summary with recommended changes to edit the mill ruins, Covered Bridge pavilion, and Osborne pavilion from all-day rentals to four-hour rentals at \$75, maintaining the 50% residential discount.

Council Member Jayson Frederick motioned to approve the venue rentals with changes to the three specified city-owned properties going to four hours at the same rate as previously proposed for all day. Council Member Greg Free seconded the motion. Motion passed unanimously.

### **Adjournment**

Council Member Jayson Frederick made a motion to adjourn the meeting at 7:07 pm. Council Member Greg Free seconded the motion. The motion passed unanimously.

With no further discussion the meeting adjourned at 7:07pm.

**CITY OF EUHARLEE  
CITY COUNCIL WORK SESSION MINUTES  
November 18, 2025 – 6:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi. Council Member Tim Abbott was not present.

**UNFINISHED AND NEW BUSINESS**

**Museum Rental – James Stephens**

City Manager James Stephens presented information on the Euharlee Museum rental possibilities as requested by council from the previous meeting. Mr. Stephens provided a three-page document detailing various locations within the museum, limitations of each area, and security concerns related to artifacts. Staff recommended maintaining current operations rather than opening the facility as a rental venue due to logistical and security issues.

Council Member Jayson Frederick noted that some maintenance items identified in the report, such as kitchen faucet repairs, ADA compliance improvements, changing table installation, and exterior door repairs, should be addressed regardless of rental use. Mr. Stephens confirmed most work could be completed in-house within the maintenance budget.

The council reached consensus that staff should proceed with necessary maintenance items but not pursue the museum rental program at this time.

**Smoke Pit at the Pavilion – James Stephens**

City Manager James Stephens presented on behalf of Public Works Director, Todd Roberts, who was unavailable due to medical reasons, recommended removing the smoke pit at the pavilion as it was beyond repair and posed safety concerns for potential rentals. The removal could be handled in-house within the maintenance budget. Council Members could not recall recent use of the facility and expressed no objections to its removal.

**Towable Boom Lift – James Stephens**

City Manager James Stephens presented a recommendation from Public Works Director Todd Roberts to purchase a used towable boom lift for \$19,739. The city has spent \$7,000 over the past three years renting similar equipment. The purchase would be funded through SPLOST funds and include staff training. The unit has 132 hours or less use time. Mr. Stephens noted the typical lifespan is 5,000-10,000 hours with proper maintenance and emphasize the need for safety documentation requiring harness use. The lift would improve the city's ability to maintain roads, change lights, and trim tree limbs.

**1<sup>st</sup> Reading Rezoning Application RZ.2025.1 - Katie Gobbi**

Katie Gobbi, Community & Economic Development Director, presented the first reading of rezoning application RZ.2025.1 for Amanda Abbasi of Petopia Animal Kingdom. The request involves rezoning approximately one acre from R1 (residential) to C1 (commercial) on a 7.25-acre property at 775 Euharlee Road to allow for better buffer and stormwater management for a proposed indoor commercial kennel facility. The property is currently zoned both commercial and residential. The comprehensive plan supports both commercial and residential use for this area.

Staff and Planning and Zoning Commission both recommended approvals. Ms. Gobbi explained the required 100-foot buffer from residential properties and other setback requirements.

### **Public Comments**

Ron Hartman, resident, asked about two proposed data centers near Euharlee: Project Bunkhouse in Stilesboro and a 302-acre facility on Euharlee Road. He requested the council gather and share information about potential impacts on the city and asked if the council would oppose these projects or sign petitions against them.

Mayor Craig Guyton and Council Members explained that since these projects are outside city limits, they have no official role in the approval process and no more information than what has been reported publicly. They clarified that while they could express personal opinions as private citizens, they could not speak officially on behalf of all Euharlee residents without knowing how every citizen feels about the projects. The council noted they had successfully made recommendations on developments touching city borders in the past, but these data centers are several miles away.

### **Executive Session**

Council Member Jayson Frederick motioned to go into Executive Session for the purpose of Real Estate and Personnel at 6:27 pm. Council Member Greg Free seconded the motion. Motion passed unanimously. The council returned from Executive Session at 6:56 pm with no votes or actions taken and no further votes or action that need to be discussed.

### **Adjournment**

With no further discussion the meeting adjourned at 6:56 pm.

## **CITY OF EUHARLEE CITY COUNCIL MEETING MINUTES NOVEMBER 18, 2025 – 7:00 PM**

Mayor Craig Guyton called the City Council Meeting to order at 7:00 pm.

### **UNFINISHED AND NEW BUSINESS**

#### **Public Hearing Rezoning Application RZ.2025.1 – 775 Euharlee Road**

Mayor Craig Guyton opened the public hearing for rezoning application RZ.2025.1 for 775 Euharlee Road, noting this was the first of two hearings with the second hearing scheduled for December 2<sup>nd</sup>.

Amanda Abbasi, applicant, explained her plan to open a luxury daycare pet boarding facility operating seven days a week with staff always present for emergencies. The facility would include grooming services, dog training through outsourcing, and retail space for community members to sell homemade pet products. She confirmed most kennels would be indoors with outdoor play areas available in good weather.

Michael Brooks, consulting engineer, explained that the rezoning would allow better utilization of the property by moving the zoning boundary to accommodate required buffers and site planning. He described the project as "the Ritz Carlton of animal kennels" and offered to answer technical questions about site planning and design.

No other speakers signed up for the public hearing. Mayor Guyton closed the public hearing.

### **Presentation - Police Department Recognition**

Chief of Police Jody Matthews introduced Ed Densmore from the Georgia Association of Chiefs of Police, who presented the department with state certification recognition. Mr. Densmore explained that the certification process involves 141 plus standards across nine chapters, takes up to three years to complete, and includes a two-day assessment by peer reviewers.

Only approximately 12% of Georgia's 500+ police agencies achieve this certification.

Mr. Densmore presented a plaque to Chief Matthews, who credited Lieutenant Allen McNelis as the state certification manager for his extensive work achieving this milestone. Chief Matthews noted this was their first recertification, which is considered the most difficult to obtain.

### **Public Comments**

No public comments were made regarding agenda items.

### **Approval of Minutes**

Council Member Greg Free motioned to approve the minutes of the Work Session and City Council Meeting for November 4, 2025. Council Member Joe Turner seconded the motion. The motion passed unanimously.

### **Towable Boom Lift- James Stephens**

City Manager James Stephens recommended council approval of the purchase of a used towable boom lift for \$19,739 to be funded from the SPLOST funds. Council Member Greg Free noted the equipment would help staff perform their duties more effectively. Council Member Greg Free motioned to approve the purchase of the used towable boom lift not to exceed \$19,739. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

### **Adjournment**

Council Member Jayson Frederick made a motion to adjourn the meeting at 7:15 pm. Council Member Greg Free seconded the motion. The motion passed unanimously.

With no further discussion the meeting adjourned at 7:15 pm.

**CITY OF EUHARLEE  
CITY COUNCIL WORK SESSION MINUTES  
DECEMBER 02, 2025 – 6:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Joe Turner, Tim Abbott, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi.

**UNFINISHED AND NEW BUSINESS**

**Pickleball Court Rental Fees - Becky Rumsey**

Becky Rumsey, Leisure Services Director, presented information regarding requests for tournaments on the city's pickleball courts. She reported that she contacted several agencies including Bartow County, Cartersville, Rome, and Acworth. Rome and Acworth do not rent their pickleball courts and only do league play. Cartersville and Bartow both charge \$100 per court. Staff initially recommended charging \$600 for a flat rate for all eight courts for eight hours.

Discussion ensued regarding pricing strategy. Council Members debated whether to match the \$800 rate (\$100 per court for 8 courts) charged by other cities or offer a lower rate to attract tournaments due to Euharlee's location further from the I-75 corridor. Council Member Jayson Frederick suggested considering the \$800 rate to be in line with other cities. There was discussion about offering discounts for nonprofits and residents. Mrs. Rumsey confirmed that most tournament requests have been from nonprofits and that she would accommodate four-hour blocks if requested. The recent tournament held at the facility was successful with almost 40 participants.

**Osborne Park Architectural/Engineering Selection - James Stephens**

City Manager James Stephens reported that the LWCA grant review committee met and reviewed four proposals for the master contract. Only one of the four proposals was fully responsive to the criteria - CTI Engineers from Cartersville. CTI Engineers also has a location in Chattanooga, Tennessee, and has completed projects in Rome, Georgia, and Rossville, Georgia. The committee recommends engaging CTI Engineers for engineering, design, contract, and construction management of the project. The local manager is Tom Killian, a former Euharlee resident.

**Council Compensation – Mayor Craig Guyton**

Mayor Craig Guyton presented information comparing council compensation with similar-sized cities in the area, noting that Euharlee's compensation is low compared to others. The current compensation has not been raised since before 2012. There is room in the budget for an increase.

Council Member Tim Abbott and other council members discussed the awkward nature of voting on their own pay raises in borrowed seats. The council agreed it is not due to the pay but wanting Euharlee to be better. Council Member Abbott noted that any increase would not take effect until after the next municipal election in November 2027, with implementation in January 2028 per state statute. Mayor Guyton and City Manager James Stephens agreed. Current compensation is \$1,200 for Council Members and \$1,800 for the Mayor. The council agreed to have the city manager research comparable cities and return with a recommendation.

**Public Comments**

Zach Tyree from Euharlee Creek Outfitters addressed the council regarding Phase 3 of Osborne Park. He requested to be included in planning discussions as the project could impact on his business operations and access to the river. He expressed concerns about both construction phase impacts and long-term effects on his seasonal business. Council Members assured him that staff would keep him informed throughout the process.

**Adjournment** – With no further discussion the meeting adjourned at 6:32 pm.

**CITY OF EUHARLEE  
CITY COUNCIL MEETING MINUTES  
DECEMBER 02, 2025 – 7:00 PM**

Mayor Craig Guyton called the City Council Meeting to order at 7:00 pm.

**UNFINISHED AND NEW BUSINESS**

**Public Hearing - Rezoning Application RZ.2025.1 at 775 Euharlee Road**

The public hearing was opened for the rezoning application. Amanda Abbasi, property owner and applicant, appeared with consulting engineer Michael Brooks. There were no changes since the last public hearing. Council Member Jayson Frederick asked about soundproofing specifications, which were confirmed to reduce noise to 100 decibels as defined in Section 6.35.1.

Anne Quantrano, an adjacent property holder to the east, spoke regarding concerns about the commercial zoning affecting her organic farming operation. She was informed of the 50-foot buffer requirement between commercial and agricultural properties and expressed satisfaction with maintaining the tree line buffer. The Planning and Zoning Commission had unanimously recommended approval of the rezoning request. With no further discussion the hearing was closed.

**Public Hearing - Euharlee FY 2026 Proposed Budget**

The public hearing was opened for the proposed FY 2026 budget. No one signed up to speak, and no public comments were made. The hearing was closed. A 2<sup>nd</sup> public hearing will be held at the December 16<sup>th</sup> meeting. There will be no Work Session at the December 16<sup>th</sup> meeting, only a meeting.

**Public Comments – Agenda Items Only**

No public comments were made regarding agenda items.

**Approval of Minutes**

Council Member Greg Free motioned to approve the minutes of the Work Session and City Council Meeting for November 18, 2025, as written. Council Member Tim Abbott seconded the motion. The motion passed unanimously.

**UNFINISHED AND NEW BUSINESS**

**Pickleball Court Rental Fees - Becky Rumsey**

Becky Rumsey presented the staff's final recommendation of \$800 for all eight courts for eight hours, changing from the initial \$600 recommendation discussed in the work session. Council Member Jayson Frederick motioned to approve \$800 for eight courts for 8 hours. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Osborne Park Architectural/Engineering Selection – James Stephens**

City Manager James Stephens presented a resolution to authorize acceptance of a task order from CTI Engineering for design and construction management services for Osborne Park Phase 3 development for a total of \$191,550. He noted that the grant manager had coordinated the request for qualifications process. Council Member Jayson Frederick motioned to accept the \$191,550 proposal from CTI Engineers. Council Member Greg Free seconded the motion. The vote passed unanimously.

**Rezoning Application RZ.2025.1 at 775 Euharlee Road – Katie Gobbi**

Katie Gobbi, Community & Economic Development Director presented the 2<sup>nd</sup> reading for the rezoning application requesting to change one section from R1 to C1 zoning. All requirements had been met. Council Member Greg Free motioned to approve rezoning application RZ.2025.1. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**1<sup>st</sup> Reading FY 2026 Proposed Budget Ordinance – James Stephens**

City Manager James Stephens presented the 1<sup>st</sup> reading of the budget ordinance including:

General Fund: \$3,494,634; SPLOST Fund: \$1,250,000; EPD Special Budget: \$38,630 and Info Tech Fund: \$6,823. The general fund budget represents a 13% increase over 2025, though actual operations are closer to the proposed 2026 budget. The budget includes expanded leisure services, a full-time staff addition, 3% cost of living increases for all employees effective January, and increased contract labor for summer camps. Even with the increase, it is still considered a healthy and conservative budget. Discussion included questions about campground budget projections, DDA allocation of \$24,000 (reduced from \$40,000), and the recreation department expenses of \$459,000. The discussion also included priorities between parks and recreation staffing, and DDA support. The 2<sup>nd</sup> reading will be held at the December 16<sup>th</sup> meeting at 7:00 pm with no work session.

**Adjournment**

Council Member Greg Free made a motion to adjourn the meeting at 7:24 pm. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

With no further discussion the meeting was adjourned at 7:24 pm.

**CITY OF EUHARLEE  
CITY COUNCIL MEETING MINUTES  
DECEMBER 16, 2025 – 7:00 PM**

Mayor Craig Guyton called the meeting to order with the invocation, followed by the Pledge of Allegiance.

The following were present: Mayor Craig Guyton, Council Members Tim Abbott, Greg Free, and Jayson Frederick, City Manager James Stephens, and Community & Economic Development Director Katie Gobbi. Council Member Joe Turner was no present.

**Public Hearing - Euharlee FY 2026 Proposed Budget**

The 2<sup>nd</sup> public hearing was opened for the proposed FY 2026 budget. No one signed up to speak, and no public comments were made. The hearing was closed.

**Public Comments – Agenda Items Only**

Mayor Craig Guyton noted that since the work session scheduled for 6:00 PM was cancelled, public comments would be accepted for both agenda items and general matters. No public comments were received.

**Approval of Minutes**

Council Member Jayson Frederick motioned to approve the minutes of the Work Session and City Council Meeting for December 2, 2025, as written. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Agenda Revision – Mayor Craig Guyton**

Mayor Craig Guyton stated to add Item 3, Council Compensation to the agenda, noting it was inadvertently omitted and added less than 24 hours before the meeting. Council Member Tim Abbott made a motion to revise the agenda to add item number three, council compensation. Council Member Jayson Frederick seconded the motion. The motion passed unanimously.

**UNFINISHED AND NEW BUSINESS**

**2<sup>nd</sup> Reading FY 2026 Proposed Budget Ordinance – James Stephens**

City Manager James Stephens presented the 2<sup>nd</sup> reading of the proposed budget for fiscal year 2026. He confirmed that all public hearings and advertisements required by state code had been conducted. The budget includes General Fund: \$3,494,634; SPLOST Fund: \$1,250,000; EPD Special Budget: \$38,630 and Info Tech Fund: \$6,823. Council Member Tim Abbott made a motion to adopt the fiscal year 2026 budget as presented by the City Manager. Council Member Greg Free seconded the motion. The motion passed unanimously.

**City Manager Contract Approval – Mayor Craig Guyton**

Mayor Craig Guyton noted that City Manager James Stephens contract runs through December 31, 2025, and the council had reviewed a proposed four-year contract running through December 31, 2029. Council Member Jayson Frederick made a motion to approve the city manager's contract for a duration of the next four years. Council Member Greg Free seconded the motion. The motion passed unanimously.

**Council Compensation – James Stephens**

City Manager James Stephens presented his research and recommendations for council compensation. He explained that state law requires advertising the decision in legal publications for three consecutive weeks, with adoption not available until January 20<sup>th</sup>. The compensation would not take effect until January 1, 2028, per Georgia Code 36-524(a)(3). Mr. Stephens reported that he researched compensation for cities

statewide with populations under 5,000, noting that council compensation had not been adjusted in over 20 years. Based on his research data, he recommended:

- Mayor compensation: \$6,000 per year
- Council Member compensation: \$4,800 per year

Mr. Stephens noted this recommendation is reasonable and defensible based on statewide data, though he did not have comparative budget information for the city's \$3.4 million budget.

Council Member Jayson Frederick thanked Mr. Stephens for the extensive research and noted that while this would not benefit the current council, it would benefit future councils. He emphasized that after 20 years without adjustment, the increase was more than fair. Mr. Stephens confirmed the compensation increase would not create budget concerns given the delayed effective date. Council Member Jayson Frederick made a motion to approve the council compensation at \$6,000 a year for Mayor and \$4,800 a year for Council effective January 1, 2028. Council Member Tim Abbott seconded the motion. The motion passed unanimously.

### **Adjournment**

Council Member Jayson Frederick made a motion to adjourn the meeting at 7:10 pm. Council Member Tim Abbott seconded the motion. The motion passed unanimously.

With no further discussion the meeting was adjourned at 7:10 pm.