

MINUTES
CITY COUNCIL REGULAR MEETING AND WORK SESSION
G.L. Gilleland Council Chambers on 2nd Floor
Monday, October 20, 2025
5:00 P.M.

1. **CALL TO ORDER:** Mayor John Walden called the meeting to order at 5:00 pm.
2. **ROLL CALL:** Councilmember William Illg, Councilmember Caleb Phillips, Councilmember Sandy Sawyer, Councilmember Mark French, City Attorney Kevin Tallant, City Manager Jacob Evans, City Clerk Beverly Banister, Public Works Director Trampas Hansard, Utility Operations Manager Blake Croft, Finance Director Robin Gazaway, Director of Downtown Development Amanda Edmondson, Zoning Administrative Assistant Stacy Harris and CPL Representative Sarah McQuade.
3. **INVOCATION AND PLEDGE:** Invocation and pledge were led by Councilmember Sawyer.
4. **ANNOUNCEMENTS:** Mayor Walden announced the Moonshine Festival is this weekend on October 25 and 26, 2025; he asked for everyone to drive safely with increased traffic and pedestrians. Councilmember Illg reported early voting has begun and concludes on October 31, 2025.
5. **APPROVAL OF THE AGENDA:** Mayor Walden reported Item #11 ZA-C2500171 will be postponed at the request of the applicant to the December 15, 2025 City Council meeting.

Motion to approve the agenda as presented made by W. Illg; second by S. Sawyer. Vote carried unanimously in favor.
6. **PUBLIC INPUT:** Michael Miller, 285 Parkway 575, Woodstock – He stated the reasons for requesting postponement of ZA-C2500171 was due to questions asked during the public hearing of the request which they want to address. He also stated they are considering building the road prior to developing the subdivision and understands they cannot develop until the wastewater treatment plant is completed. Lastly, he stated the property across the street is zoned CIR which allows sawmills, textile manufacturing, and truck and cargo transfer terminals among other things pointing out the potential traffic from these types of businesses versus their development. He stated they are looking to solve a traffic problem, not create one.
7. **CONSENT AGENDA:** Motion to approve the consent agenda for the following items (a, b, c) made by M. French; second by C. Phillips. Vote carried unanimously in favor.
 - a. Approve Minutes
 - Regular Meeting and Work Session held September 22, 2025
 - Executive Session held September 22, 2025
 - Special Called Meeting held October 13, 2025
 - b. Approve FY 2026 Local Maintenance and Improvement Grant (LMIG): **Total grant amount is \$75,491.82; approved project is to mill, soil cement, pave and stripe Robinson Road and Elliott Village**
 - c. Approve to Ratify Action of Door Installation Between Granddaddy Mimms and Dawsonville History Museum
8. **EMPLOYEE RECOGNITION:** The Mayor and Council recognized Blake Croft as the September Employee of the Month and the Summer Employee of the Quarter; Amanda Edmondson received a three year service award and Clay Moss received a seven year service award. City Manager Jacob Evans also reported Clay Moss received his renewal as a Certified Playground Safety Instructor (CPSI).

PUBLIC HEARING

9. **ZA-C2500169:** Spicer Group Inc. on behalf of Dede Allen, Habitat for Humanity - NCG has petitioned for an amendment to the official zoning map applicable to the properties provided below. The applicant proposes the properties be rezoned from R-2: Single-Family Residential District to RCT: Residential Cottage, for the development of a micro-planned/pocket cottage development. Tax map parcel D01 047 005 (Stegall Place), tax map parcel D01 047 006 (Stegall Place), tax map parcel D01 047 007 (Stegall Place), tax map parcel D01 047 008 (Stegall Place), tax map parcel D01 047 009, and tax map parcel D01 047 010. Public Hearing Dates: Planning Commission on September 15, 2025 at 5:30 p.m.; City Council – Tabled to October 20, 2025 at 5:00 p.m. City Council for a decision on November 3, 2025

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CPL Representative Sarah McQuade provided the details regarding the zoning amendment request. She stated they are requesting to exceed the maximum heated floor area of the cottages. The ordinance permits 1,000 square feet and their model is 1,350 square feet. She stated the staff recommendation is to deny since there is no variance procedure to allow an increase to the cottage size above 1,000 square feet. She said if the zoning amendment request were to get approved, the department could not issue building permits for more than 1,000 square feet.

Motion to open the public hearing made by W. Illg; second by C. Phillips. Vote carried unanimously in favor. Mayor Walden conducted the public hearing. No one spoke in favor of or opposition to the zoning amendment request. Motion to close the public hearing made by M. French; second by S. Sawyer. Vote carried unanimously in favor.

- 10. VAR-C2500170:** Spicer Group Inc. on behalf of Dede Allen, Habitat for Humanity - NCG has petitioned for a variance from Sec. 2103.9. Specifically, they request a reduction of the minimum required undisturbed buffer width for the proposed RCT: Residential Cottage zone from 50 feet to 40 feet at the rear (north) and side (east and west) property lines, applicable to the properties below. Tax map parcel D01 047 005 (Stegall Place), tax map parcel D01 047 006 (Stegall Place), tax map parcel D01 047 007 (Stegall Place), tax map parcel D01 047 008 (Stegall Place), tax map parcel D01 047 009, and tax map parcel D01 047 010. Public Hearing: City Council – Tabled to October 20, 2025 at 5:00 p.m. City Council for a decision on November 3, 2025.

CPL Representative Sarah McQuade provided the details regarding the variance request. She stated if the Council approved the zoning amendment, they could consider approval of the variance based on the hardship criteria due to the lot layout; however, if the zoning amendment was denied then the variance request would also need to be denied since the project would not be moving forward.

Motion to open the public hearing made by W. Illg; second by M. French. Vote carried unanimously in favor. Mayor Walden conducted the public hearing. No one spoke in favor of or opposition to the zoning amendment request. Motion to close the public hearing made by S. Sawyer; second by W. Illg. Vote carried unanimously in favor.

BUSINESS

- 11. ZA-C2500171:** Applicant exercised their right to postpone; item will be considered at the December 15, 2025 City Council meeting.
- 12. REQUEST TO AWARD RFP #25-RFP-001: IT MANAGED SERVICES – TABLED FROM SEPTEMBER 22, 2025:** Councilmember Illg asked if anyone has spoken with ACNS; the response was no. He stated he thinks the Council should speak with ACNS since they spoke with Syclone and these are the top two firms.
- Motion to table the item to the November 3, 2025 City Council meeting made by W. Illg; second by M. French. Vote carried unanimously in favor.
- 13. 2026 MEETING CALENDAR:** Motion to approve the 2026 Meeting Calendar as presented made by C. Phillips; second by M. French. Councilmember Sawyer stated the 2026-2027 school calendar is not yet available and if any changes were needed the Council could do so at a later date. Vote carried unanimously in favor. (Exhibit "A")
- 14. PROPERTY PARKING AGREEMENT WITH ENVIRONMENTAL MANAGEMENT SERVICES:** Motion to approve the agreement as presented made by W. Illg; second by C. Phillips. Vote carried unanimously in favor.
- 15. AMENDMENT TO EMPLOYEE PERSONNEL POLICY TO ADD A CDL LICENSE POLICY:** City Manager Evans explained there are instances when Public Works and/or Utilities is performing field work and the total combined weight of truck, trailer and equipment exceeds 26,000 pounds. A CDL license is required when traveling with the equipment and there are not enough staff members who hold a CDL license, hence the proposed policy. He discussed the cost of obtaining a CDL license (approximately \$5,000) and a repayment agreement for staff who obtain a CDL license and end up

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leaving the City within two years. Councilmember Illg asked City Attorney Tallant if he has reviewed the policy; he stated he has and it is not an uncommon practice. Councilmember French asked how many employees will go through the program; City Manager Evans said he'd like to have two per department.

Motion to approve as presented made by W. Illg; second by C. Phillips. Vote carried unanimously in favor. (Exhibit "B")

- 16. HEALTH INSURANCE: DECEMBER 2025 – NOVEMBER 2026:** Motion to table the item to the November 3, 2025 City Council meeting made by S. Sawyer; second by M. French. Vote carried unanimously in favor.

STAFF REPORTS

- 17. JACOB EVANS, CITY MANAGER:** He reported there was one leak adjustment for the month totaling \$149.95.
- 18. ROBIN GAZAWAY, FINANCE DIRECTOR:** Financial reports were provided to represent fund balances and activity through September 30, 2025.

MAYOR AND COUNCIL REPORTS

Mayor Walden reported he held the first Community Board Meeting with local leaders and wanted to publicly thank everyone who was able to attend; he looks forward to continuing working with everyone for the benefit of the community. He also reported he attended the September GMRC Board meeting in White County. He shared that White County has built a new gym in which the State provided the land and ended up at no cost to White County to build the gym through funding from the State. Additionally, he was invited to speak to the 2nd grade at Robinson Elementary and also at the Head Start program; he appreciates the invitation and said it was a great experience. Lastly he appreciated Councilmembers Sawyer and French attending the Chat with the Mayor event and all of the citizens who attended. He stated he wanted the citizens to know that he has heard their concerns and his door is always open.

Councilmember Sawyer gave a shout out to the Dawson County Lady Tigers who are in the State playoffs for both softball and volleyball and will advance to the next round. She also said the first Flag Football in Dawson County has started. Lastly, she said Youth Leadership with the Dawson County Chamber has begun and expressed the importance of investing in our youth and the future leaders of our community.

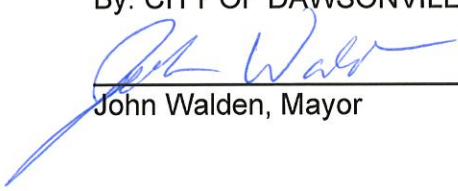
Councilmember French asked the Council if they would like to participate in going through the Employee Personnel Policy to strengthen disciplinary actions and be certain they are handled to the very best stating there is always room for improvement. He feels the employees are the Council's responsibility even though they do not have direct management over them.

ADJOURNMENT

At 5:33 p.m. a motion to adjourn the meeting was made by W. Illg; second by C. Phillips. Vote carried unanimously in favor.

Approved this 3rd day of November, 2025

By: CITY OF DAWSONVILLE

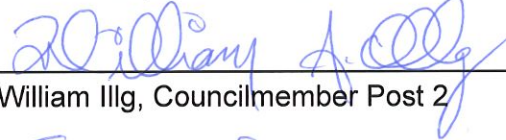


John Walden, Mayor

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Caleb Phillips, Councilmember Post 1



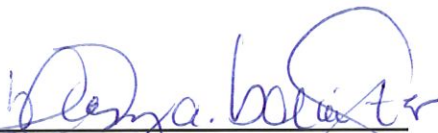
William Ilg, Councilmember Post 2



Sandra Sawyer, Councilmember Post 3



Mark French, Councilmember Post 4

Attest: 
Beverly A. Banister, City Clerk





City of Dawsonville 2026 Meeting Calendar

January Monday, January 5 5:00 pm City Council Regular Meeting Monday, January 12 5:30 pm Planning Commission Thursday, January 22 5:00 pm City Council Regular Meeting & Work Session Monday, January 26 5:30 pm Downtown Development Authority	July Monday, July 13 5:30 pm Planning Commission Monday, July 20 5:00 pm City Council Regular Meeting & Work Session Monday, July 27 5:30 pm Downtown Development Authority
February Monday, February 2 5:00 pm City Council Regular Meeting Monday, February 9 5:30 pm Planning Commission Monday, February 16 5:00 pm City Council Regular Meeting & Work Session Monday, February 23 5:30 pm Historic Preservation Commission	August Monday, August 3 5:00 pm City Council Regular Meeting Monday, August 10 5:30 pm Planning Commission Monday, August 17 5:00 pm City Council Regular Meeting & Work Session Monday, August 24 5:30 pm Historic Preservation Commission
March Monday, March 2 5:00 pm City Council Regular Meeting Monday, March 9 5:30 pm Planning Commission Monday, March 16 5:00 pm City Council Regular Meeting & Work Session Monday, March 23 5:30 pm Downtown Development Authority	September Thursday, September 3 5:00 pm City Council Regular Meeting Monday, September 14 5:30 pm Planning Commission Monday, September 21 5:00 pm City Council Regular Meeting & Work Session Monday, September 28 5:30 pm Downtown Development Authority
April Monday, April 13 5:30 pm Planning Commission Monday, April 20 5:00 pm City Council Regular Meeting & Work Session Monday, April 27 5:30 pm Historic Preservation Commission	October Thursday, October 1 5:00 pm City Council Regular Meeting Monday, October 12 5:30 pm Planning Commission Monday, October 19 5:00 pm City Council Regular Meeting & Work Session Monday, October 26 5:30 pm Historic Preservation Commission
May Monday, May 4 5:00 pm City Council Regular Meeting Thursday, May 7 5:30 pm Downtown Development Authority Monday, May 11 5:30 pm Planning Commission Monday, May 18 5:00 pm City Council Regular Meeting & Work Session	November Monday, November 2 5:00 pm City Council Regular Meeting Thursday, November 5 5:30 pm Downtown Development Authority Monday, November 9 5:30 pm Planning Commission Monday, November 16 5:00 pm City Council Regular Meeting & Work Session
June Monday, June 1 5:00 pm City Council Regular Meeting Monday, June 8 5:30 pm Planning Commission Monday, June 15 5:00 pm City Council Regular Meeting & Work Session Monday, June 22 5:30 pm Historic Preservation Commission	December Thursday, December 3 5:30 pm Historic Preservation Commission Monday, December 7 5:00 pm City Council Regular Meeting Monday, December 14 5:30 pm Planning Commission

10/20/2025 Adopted by City Council

Exhibit "A"

Addendum for Employee Personnel Policy

Addendum #1 – CDL

The City of Dawsonville may, at its discretion, pay for the costs associated with an employee obtaining a CDL, including but not limited to training, course fees, testing, licensing, and related expenses. In consideration of this financial investment, any employee who receives CDL funding agrees to remain employed with the City for a minimum of two (2) years from the date they obtain their CDL. If the employee voluntarily resigns, is terminated for cause, or otherwise separates from employment before completing two (2) years of continuous service following the date the CDL is obtained, the employee will be required to reimburse the City for the cost of the CDL on a pro-rated basis.

- 1) Pro-Rated Repayment Schedule (24 Months)
 - a) Separation within 0-6 months: 100% repayment
 - b) Separation within 7-12 months: 75% repayment
 - c) Separation within 13-18 months: 50% repayment
 - d) Separation within 19-24 months: 25% repayment
 - e) Separation within 24 months or longer: 0% repayment (no obligation)

The total reimbursable amount will be calculated based on actual costs paid by the City for CDL training and related expenses. Any repayment owed by the employee shall be deducted from their final paycheck where legally permitted. Any outstanding balance beyond what may be withheld will be the responsibility of the employee, and the City will issue an invoice payable within 30 days. The employee will acknowledge these repayment terms in writing prior to the City's payment of any CDL-related expenses.

- 1) The following are automatically exempt from CDL reimbursement:
 - a) Layoff or reduction in force.
 - b) Separation due to medical incapacity or disability preventing continued employment.

This policy shall take effect on _____ and apply to any CDL-related reimbursement processed on or after said date.

City of Dawsonville Commercial Driver's License (CDL) Training Repayment Agreement

Employee Name: _____

Position Title: _____

Department: _____

1. Agreement Purpose

The City of Dawsonville is investing in your professional development by covering the costs associated with obtaining your Commercial Driver's License (CDL). This agreement confirms your obligation to remain employed with the City for two (2) years after obtaining your CDL or to repay the City for the expenses on a pro-rated basis as outlined.

2. Repayment Obligation

If I (the employee) voluntarily resign, am terminated for cause, or otherwise separate from employment with the City before completing two (2) years of service following the date my CDL is obtained, I agree to repay the City of Dawsonville the full or partial cost of expenses paid on my behalf for the CDL, according to the following schedule: Repayment Schedule (from date of CDL issuance):

- Within 0-6 months: 100% repayment
- Within 7-12 months: 75% repayment
- Within 13-18 months: 50% repayment
- Within 19-23 months: 25% repayment
- After 24 months: 0% repayment (no obligation)

3. Covered Costs

I understand that the repayment calculation will be based on the actual costs paid by the City for my CDL, including training, examination fees, course materials, and license issuance fees.

4. Repayment Method

I agree that:

- Any repayment owed may be deducted from my final paycheck where legally permissible.
- If the amount owed exceeds my final paycheck, I am responsible for paying the remaining balance to the City within thirty (30) days of separation.
- Failure to repay may result in further collection action as permitted by law.

5. Exceptions

I acknowledge that repayment is exempt in the following cases:

- Layoff or reduction in force.
- Separation due to medical incapacity or disability preventing continued employment.

6. Acknowledgment

By signing below, I confirm that I have read and agreed to the terms of this CDL Training Repayment Agreement. I understand my obligations and agree to comply fully with the repayment requirements if I separate from employment before completing two (2) years of service following receipt of my CDL.

Employee Signature: _____

Date: _____

Print Name: _____

Witness/HR Representative Signature: _____

Date: _____

Print Name/Title: _____