



Jackson County Board of Commissioners

July 21, 2025 at 6:00 PM
Jury Assembly Room - County Courthouse

MINUTES

1. Call to Order - Chairman Marty Clark

Chairman Marty Clark called the meeting to order at 6:00 p.m.

Commissioners Present: Chairman Marty Clark

Commissioner Jim Hix, District 1

Commissioner Chas Hardy, District 2

Commissioner Ty Clack, District 3

Commissioner Marty Seagraves, District 4

Commissioner Cole Elrod, District 5

Staff Present:

Kevin Poe, County Manager

Gina Roy, Assistant County Manager

Jamie Dove, Public Development Manager

Ericka Johnson, Deputy Clerk

Press:

Mike Buffington, Mainstreet News/Jackson Herald

2. Invocation - County Manager Kevin Poe

County Manager Kevin Poe gave the invocation.

3. Pledge of Allegiance - Chairman Marty Clark

Chairman Marty Clark led the Pledge of Allegiance.

4. Approval of Minutes

A. July 7, 2025 Draft Minutes

To approve the meeting minutes for July 7, 2025

Commissioner Hardy moved to approve the minutes for July 7, 2025. Commissioner Hix seconded the motion. The vote was taken, and the motion passed unanimously.

(Vote 6 – 0)

5. Citizen Input

Each speaker is provided up to four (4) minutes to address the board on any item that is not listed on this agenda.

There were no comments.

6. Reports

From Commissioner Marty Seagraves, District 4:

He invited everyone to attend the groundbreaking ceremony for the New Kings Bridge Park. The event will take place at the park on Tuesday, July 22, 2025 at 12:00 p.m.

From County Manager Kevin Poe:

County Manager Kevin Poe asked the board to amend the agenda and remove Item #G from the Consent Agenda and add it to New Business for discussion and consideration. He wanted to clarify exactly what the board would be voting on. Chairman Clark moved to amend the agenda, removing Item G from the Consent Agenda and adding it to New Business. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

7. Recognitions, Appointments, and Special Items

A. 2024 Financial Audit Presentation by Josh Carroll, Mauldin & Jenkins, LLC.

The purpose of this presentation is to publicly present the 2024 official audit results for Jackson County, Georgia.

Josh Carroll, with Mauldin & Jenkins, LLC, presented the 2024 financial audit, confirming the County received an unmodified (clean) audit opinion, the highest assurance level. The auditors found the financial statements to be materially correct and issued clean reports on both compliance and internal controls, including areas like cash handling, contracting, and employee onboarding. There were no audit adjustments or concerns about aggressive accounting practices, and all management estimates were deemed reasonable.

Carroll also noted a healthy fund balance in the General Fund, though a planned reduction occurred due to a \$6 million debt payoff. The County remains well above the Government Finance Officers Association's recommended reserve levels. Minor findings included collateralization issues with a few bank accounts and improvements needed in EMS inventory tracking and fire district accounting processes. Despite these findings, Carroll emphasized the County's transparency, cooperation, and overall strong financial standing.

County Manager Kevin Poe highlighted the County's strong financial performance in 2024, noting that although the County had budgeted to use \$5.3 million dollars in Fund Balance. The budget was amended to make an early debt payoff in the amount of \$6.775 million dollars. Thus, the General Fund balance was only decreased by \$7.1 million dollars. The actual operational use of Fund Balance was only \$385,000. This was due to reduced spending and higher than expected revenues. The early debt payoff is expected to save the County about \$1 million dollars annually over the next five (5) years. Poe also pointed out that departmental expenditures stayed within the amended budget, the millage rate was lowered by 0.6 mills, and the County's credit rating was upgraded by Moody's from AA2 to AA1. He said the upgrade reflected the County's growing economic base, improved financial position, and commitment to paying down debt.

8. Consent Agenda

Chairman Clark reminded members that Item #G was removed from the Consent Agenda and will be discussed later. Commissioner Hardy moved to approve the Consent Agenda as presented, with the removal of Item #G. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

A. Intergovernmental Agreement between Jackson County and all the Municipalities in Jackson County related to TSPLOST

To approve an IGA between Jackson County and the nine municipalities in Jackson County related to TSPLOST

- B. **Adopt Resolution calling for a Special Election related to imposition of a One Percent Transportation Special Purpose Local Option Sales and Use Tax**
To adopt a resolution calling for a Special Election to vote on whether or not to impose a TSPLOST
- C. **Resolution Concerning Reduction of the Ad Valorem Millage Rate upon the Passage of TSPLOST**
To consider adoption of a resolution concerning reduction of millage rate upon the passage of a TSPLOST
- D. **Award FY 2025 Asphalt Paving Contract**
To award the contract for asphalt resurfacing projects
- E. **Award bid for replacement, construction and installation of HVAC System at Gordon Street Gym**
To Award bid to replace and install new HVAC system at the Gordon Street Gymnasium.
- F. **Award bid for construction of Roundabout on Ridgeway Church Road at intersection with SK Boulevard and Steve Reynolds Industrial Parkway**
To Award bid to construct a new roundabout located at the intersection of Ridgeway Church Road, SK Boulevard, and Steve Reynolds Industrial Parkway.
- H. **Award bid for removal and replacement construction of Jackson County 4H Extension Building Roof and acceptance of Alternate (No. 1) for Removal/Replacement of Adjacent Sloped Roof**
To award bid for removal and replacement construction of Jackson County 4H Extension Building Roof and acceptance of Alternate (No. 1) for Removal/Replacement of Adjacent Sloped Roof
- I. **Microsoft 365 Enterprise Agreement License**
The purpose of this agenda item is to purchase the Microsoft 365 Enterprise License and establish our Government Tenant in the Microsoft Data Center.

9. **New Business**

- A. **Jackson County Environmental Health Fees**
Adopt an increase in the Environmental Health Fees as recommended and approved by the Jackson County Board of Health
County Manager Kevin Poe said the commission had received a recommendation from the Jackson County Board of Health to approve proposed changes to the Environmental Health Fees. The adjustments have already been reviewed and approved by the Board of Health. Commissioner Seagraves moved to approve the fee increase as recommended by the Board of Health. Commissioner Hix seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

B. Creation of a Streetlight Special Tax District for Fields of Walnut Creek Pod A
To authorize the Chairperson to establish a special tax district for streetlights for Fields of Walnut Creek Pod A. An application has been submitted by Chad Locklear as authorized representative

Public Development Director Jamie Dove addressed the board regarding the establishment of a special tax district for streetlights in the Fields of Walnut Creek subdivision, located near the Hall County line along Highway 60. The request is tied to the final plat approval for Pod A of the development, which included fifty-six (56) residential lots and a total of forty (40) streetlights. The board was provided the layout and a detailed lighting plan.

County Attorney Chip Ferguson declared a public hearing on the request. No one wished to speak in favor of the request. There was no opposition, and the public hearing was closed. Commissioner Seagraves moved to approve the request. Commissioner Elrod seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

C. Changes to 2024/2025 Triple Surface Improvement List

To remove Tolberts Trail and Fairview Road from the 2024/2025 Triple Surface improvement list and replace them with Howington Road and Mauldin Road.

Assistant County Manager Gina Roy presented a proposed revision to the 2025 Triple Surface Improvement List following feedback from citizens. The current list includes improvements to Tolberts Trail and Fairview Road. However, residents have expressed a desire to keep those roads unpaved. As a result, the recommendation is to remove those two roads from the improvement list and instead add Howington Road and a portion of Mauldin Road, from Highway 335 to YZ Sailors Road, for triple surface treatment. Commissioner Hix moved to approve the request. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

G. Sheriff's Office and Jail Mid-Year Budget Adjustment Request

The Sheriff's Office administration is on track to be fully staffed. When preparing the 2025 budget, Finance included a vacancy rate adjustment based on the past three years of data provided by HR. This budget adjustment request is intended to align the salaries and benefits with a fully staffed department and to add any necessary line items to support those positions. Additionally, five new positions are requested to begin growing the team to meet the demands of our expanding community. Plus, an additional request of \$25,000 for parking lot expansion.

County Manager Kevin Poe addressed the board regarding a budget adjustment for the Sheriff's Office. He explained that while presenting the agenda item at the last meeting, he had also discussed additional capital projects and the rental of a modular building, which were not officially included in the original agenda item. To maintain property procedure, he recommended that the board first approve the original submitted Item #G and then consider the capital projects and modular building rental separately in a subsequent vote. Commissioner Hardy moved to approve the original agenda item as presented. Commissioner Hix seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

County Manager Kevin Poe presented a request to amend the budget to include capital projects for the sheriff's Department, using SPLOST funds. The proposed projects are: protective barriers around the courthouse, estimated at \$80,000; ballistic film on the courthouse windows, estimated at \$80,000; upgrades to the shooting range, estimated at \$100,000; renovations to the courthouse entry, estimated at

\$150,000; and the rental of a 28' x 60' modular building to serve as a temporary training center at the firing range. The setup cost was estimated at \$8,000 and the monthly rental will be \$2,153.

He noted that these items were added to the agenda for approval to be funded with SPLOST funds. Commissioner Hardy moved to approve the request. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

10. Zoning Related Business

A. New Business

1. **RZ-25-0258 : Mary Cooper, Geiger Road/Cedar Grove Church Road, Winder; 46.194 acres (Map 084/Parcel 006)**

Request to rezone from PCFD (Planned Commercial Farm District) to A-2 (Agricultural Rural Farm District) in order to subdivide into 2 tracts

Public Development Director Jamie Dove acknowledged the applicant had requested a letter concerning a proposed breach in conservation. The applicant requested the board table the application for the next meeting. Commissioner Elrod moved to table the request to the next meeting. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

2. **MA-25-0160 : Grand Communities, LLC., 710 Curk Roberts Road, Braselton; 21.28 acres (Map 118/Parcel 009)**

Request to change the Character Area Map from "Agricultural" to "Suburban" and change the Future Land Use Map from "Agricultural/Forestry" to "Residential"

Public Development Director Jamie Dove acknowledged receipt of a letter from the applicant requesting to table the application. Commissioner Clack moved to table MA-25-0160 to the August meeting. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

3. **MA-25-0161 : SageView Land Concepts, LLC., 6491 Jackson Trail Road, Hoschton; 5.98 acres (Map 106/Parcel 013B)**

Request to keep the Character Area Map as "Suburban" and change the Future Land Use Map from "Residential" to "Commercial"

Public Development Director Jamie Dove acknowledged receipt of a request from the applicant asking the board to either deny or withdraw the application without prejudice. She explained that denying without prejudice would not trigger the 12-month waiting period typically associated with rezoning or special use permits. However, for map amendments, whether withdrawn or denied without prejudice, the applicant would be subject to the same timeline for reapplication. Commissioner Clack moved to deny the request for withdrawal. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

Public Development Director Jamie Dove presented the staff reports for MA-25-0161, MA-25-0162, and MA-25-0163. The applicants are requesting to amend the Future Land Use from residential to commercial while maintaining the suburban character area. The purpose of the amendment is to allow for the development of mixed-use buildings with commercial space on the lower levels and residential units above. If approved, the applicants would later seek commercial zoning in order to proceed with the development.

Ms. Dove further detailed that the applications included a letter of intent, a concept plan showing the layout of the proposed buildings and parking. She advised that there were water/sewer availability letters indicating water services are available along Jackson Trail Road and Tapwood Road, while public sewer is not. Plat information was submitted showing how the parcels were split under the A-2 exception clause, along with site photos of posted advertising signs. She also noted that nineteen (19) letters of opposition had been received. The Planning Staff and Planning Commission recommended denial of all three (3) applications.

County Attorney Chip Ferguson opened the public hearing for comment. The applicant was not present. Mr. Ferguson called for opposition. Ken Larson, 597 Old Collins Road, Hoschton, GA, spoke and expressed concern regarding a commercial property with no access to sewer and no plan for wastewater treatment. Carol Miller, 1383 Old Collins Road, Debra Harrison, 1020 Old Collins Road, and Ron Ratliff, 1353 Old Collins Road, were all opposed to the request. There was also a concern about the roadway and an increase in potential auto accidents in the area. There were no other comments and the public hearing was closed. Commissioner Clack moved to deny MA-25-0161. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

4. MA-25-0162 : SageView Land Concepts, LLC., 12 Elias Hayes Trail, Jefferson; 2.08 acres (Map 106/Parcel 013K)

Request to keep the Character Area Map as "Suburban" and change the Future Land Use Map from "Residential" to "Commercial"

Commissioner Clack moved to deny MA-25-0162. Commissioner Elrod seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

5. MA-25-0163 : SageView Land Concepts, LLC., 1510 Tapp Wood Road, Hoschton; 1.56 acres (Map 106/Parcel 013J)

Request to keep the Character Area Map as "Suburban" and change the Future Land Use Map from "Residential" to "Commercial"

Commissioner Clack moved to deny MA-25-0163. Commissioner Elrod seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

6. RZ-25-0259 : David McDonald, 4191 Maysville Road, Commerce; 19.36 acres (Map 034/Parcel 007)

Request to rezone from A-2 (Agricultural Rural Farm District) to HRC (Highway Retail Commercial District) to resolve a nonconforming situation and allow for the continued operation of an automobile-related business

Chairman Clark advised that RZ-25-0259, SU-25-0085, and SU-25-0086 would be combined, and one public hearing held on the requests. Public Development Director Jamie Dove presented the staff report for RZ-25-0259, regarding property located at 4191 Maysville Road, also known as Billy Cain Ford. The property had previously undergone map amendment and is now being brought before the board for rezoning to bring it into compliance to support dealership upgrades, including new buildings.

The request is to rezone the property from A-2 to HRC. The parcel is located in the East Jackson Overlay District and has a future land use designation of commercial. A revised letter of intent was submitted and included in the application packet, along with a concept plan showing both the existing site and the proposed development. The proposed accessory structure, including a concrete pad for display, and other building details, were also reviewed. The Planning Staff recommended approval with two (2) conditions.

1. All development shall comply with the requirements of the East Jackson Overlay District, including but not limited to architectural standards, landscaping and buffering, signage, lighting, and access management.
2. All structures built without permits or in violation of zoning conditions must be brought into full compliance with applicable codes and regulations. In accordance with Article 20 Sec. 2032, any work started without required permits shall be subject to double permit fees.

The Planning Commission also recommended approval with two (2) conditions as well. However, they changed Condition #1 to read.

1. All development shall comply with the architectural requirements of the East Jackson Overlay District, unless otherwise modified through approved conditions of zoning, a variance, or other official action. The applicant's voluntary commitment to provide a 3-foot masonry wainscot (brick or stone) on public-facing façades and to use muted gray architectural metal panels consistent with Ford Motor Company branding shall be accepted as meeting this condition for the proposed accessory structure.
2. All structures built without permits or in violation of zoning conditions must be brought into full compliance with applicable codes and regulations. In accordance with Article 20 Sec. 2032, any work started without required permits shall be subject to double permit fees.

Ms. Dove presented the Special Use requests. The first special use pertained to outside storage/display related to the dealership. Staff recommended approval with six (6) conditions.

1. This Special Use shall be contingent upon approval of rezoning case RZ-25-0259, requesting a change from A-2 to HRC. If RZ-25-0259 is denied, this Special Use shall be null and void and shall have no effect.
2. All development and improvements, including any outdoor storage or display areas, shall comply with the applicable requirements of the East Jackson Overlay District. This includes, but is not limited to, standards for screening, landscaping, lighting, signage, and building design.
3. Prior to the issuance of any building permits or certificates of occupancy, the applicant shall submit a site development plan for review and approval by Jackson County Public Development. The plan shall clearly identify storage/display locations, screening measures, access points, and any required improvements.
4. Outdoor storage and/or display shall be limited to areas identified on an approved site plan. Any modification or expansion of these areas shall require staff review and approval through the site development permit process.
5. All outdoor storage areas shall be paved with asphalt or concrete in compliance with Jackson County standards to ensure durability and proper maintenance. Pervious paving materials may be used if required for stormwater management and approved by the Public Development Director.
6. Outdoor storage and/or display shall only be allowed in association with a permitted use within the zoning district.

The Planning Commission recommended approval with the same condition; however, they had a revision to Condition #2 to mirror the overlay flexibility allowed under the Ford Motor Company Design elements.

2. All development shall comply with the architectural requirements of the East Jackson Overlay District, unless otherwise modified through approved conditions of zoning, a variance, or other official action. The applicant's voluntary commitment to provide a 3-foot masonry wainscot (brick or stone) on public-facing façades and to use muted gray architectural metal panels consistent with Ford Motor Company branding shall be accepted as meeting this condition for the proposed accessory structure.

The last Special Use request was for automobile or vehicle repair/painting within the overlay district. The Planning Staff recommended approval with three (3) conditions.

1. This Special Use shall be contingent upon approval of rezoning case RZ-25-0259, requesting a change from A-2 to HRC. If RZ-25-0259 is denied, this Special Use shall be null and void and shall have no effect.
2. All development, including outdoor storage and/or display areas, shall comply with the applicable requirements of the East Jackson Overlay District, including but not limited to standards for screening, landscaping, lighting, signage, and building design.
3. All automobile or vehicle repair and paint activities shall occur within fully enclosed buildings. No outdoor repair, painting, or mechanical servicing shall be permitted.

The Planning Commission recommended approval of the request with a revision to Condition #2, again allowing flexibility to align with Ford branding and architectural design.

2. All development shall comply with the architectural requirements of the East Jackson Overlay District, unless otherwise modified through approved conditions of zoning, a variance, or other official action. The applicant's voluntary commitment to provide a 3-foot masonry wainscot (brick or stone) on public-facing façades and to use muted gray architectural metal panels consistent with Ford Motor Company branding shall be accepted as meeting this condition for the proposed accessory structure.

County Attorney Chip Ferguson opened the public hearing for comment. David McDonald, attorney with Weinstein & Black, Jefferson, GA addressed the board. He asked the board to approve the request, and he stated there were no objections to the proffered conditions. There was no opposition to the request and the public hearing was closed. Commissioner Hardy moved to approve RZ-25-0259 with the two (2) conditions recommended by the Planning Commission.

1. All development shall comply with the architectural requirements of the East Jackson Overlay District, unless otherwise modified through approved conditions of zoning, a variance, or other official action. The applicant's voluntary commitment to provide a 3-foot masonry wainscot (brick or stone) on public-facing façades and to use muted gray architectural metal panels consistent with Ford Motor Company branding shall be accepted as meeting this condition for the proposed accessory structure.
2. All structures built without permits or in violation of zoning conditions must be brought into full compliance with applicable codes and regulations. In accordance with Article 20 Sec. 2032, any work started without required permits shall be subject to double permit fees.

Commissioner Hix seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

7. SU-25-0085 : David McDonald, 4191 Maysville Road, Commerce; 19.36 acres (Map 034/Parcel 007)

Request for a Special Use in order to have outdoor storage and/or display within the overlay district

Commissioner Hardy moved to approve SU-25-0085 with the Planning Commission's recommended conditions.

1. This Special Use shall be contingent upon approval of rezoning case RZ-25-0259, requesting a change from A-2 to HRC. If RZ-25-0259 is denied, this Special Use shall be null and void and shall have no effect.
2. All development shall comply with the architectural requirements of the East Jackson Overlay District, unless otherwise modified through approved conditions of zoning, a variance, or other official action. The applicant's voluntary commitment to provide a 3-foot masonry wainscot (brick or stone) on public-facing façades and to use muted gray architectural metal panels consistent with Ford Motor Company branding shall be accepted as meeting this condition for the proposed accessory structure.
3. Prior to the issuance of any building permits or certificates of occupancy, the applicant shall submit a site development plan for review and approval by Jackson County Public Development. The plan shall clearly identify storage/display locations, screening measures, access points, and any required improvements.
4. Outdoor storage and/or display shall be limited to areas identified on an approved site plan. Any modification or expansion of these areas shall require staff review and approval through the site development permit process.
5. All outdoor storage areas shall be paved with asphalt or concrete in compliance with Jackson County standards to ensure durability and proper maintenance. Pervious paving materials may be used if required for stormwater management and approved by the Public Development Director.
6. Outdoor storage and/or display shall only be allowed in association with a permitted use within the zoning district.

Commissioner Hix seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

8. SU-25-0086 : David McDonald, 4191 Maysville Road, Commerce; 19.36 acres (Map 034/Parcel 007)

Request for a Special Use to allow automobile or other vehicle repair and/or painting within the overlay district

Commissioner Hardy moved to approve SU-25-0086 with the three (3) conditions recommended by the Planning Commission.

1. This Special Use shall be contingent upon approval of rezoning case RZ-25-0259, requesting a change from A-2 to HRC. If RZ-25-0259 is denied, this Special Use shall be null and void and shall have no effect.
2. All development shall comply with the architectural requirements of the East Jackson Overlay District, unless otherwise modified through approved conditions of zoning, a variance, or other official action. The applicant's voluntary commitment to provide a 3-foot masonry wainscot (brick or stone) on public-facing façades and to use muted gray architectural metal panels consistent with

Ford Motor Company branding shall be accepted as meeting this condition for the proposed accessory structure.

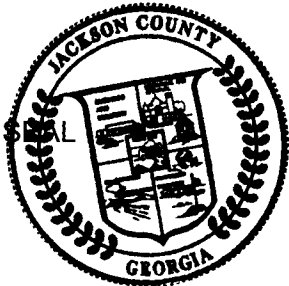
3. All automobile or vehicle repair and paint activities shall occur within fully enclosed buildings. No outdoor repair, painting, or mechanical servicing shall be permitted.

Commissioner Hix seconded the motion. The vote was taken, and the motion passed unanimously.

11. Adjournment

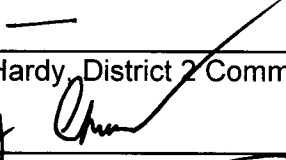
Chairman Clark declared the meeting adjourned at 6:52 p.m.

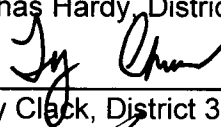
Jackson County Board of Commissioners
Approved: August 4, 2025

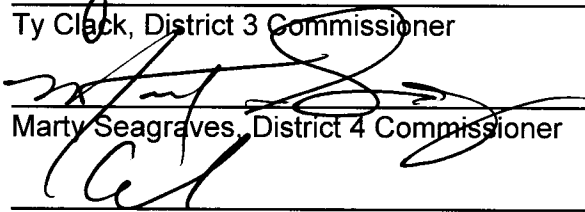


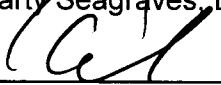

Marty Clark, Chairman


Jim Hix, District 1 Commissioner


Chas Hardy, District 2 Commissioner


Ty Clack, District 3 Commissioner


Marty Seagraves, District 4 Commissioner


Cole Elrod, District 5 Commissioner

Attest:


Ericka Johnson, Deputy Clerk