



**HALL COUNTY BOARD OF COMMISSIONERS  
WORK SESSION SUMMARY MINUTES**

**Hall County Government Center 2nd Floor  
2875 Browns Bridge Road  
Gainesville, GA 30504**

**Streamed Live on Hall County Government's Website - [www.hallcounty.org](http://www.hallcounty.org)  
Monday, November 10, 2025 - 03:00 PM**

**Call to Order**

*Chairman Gibbs at 3:00 p.m.*

*Present:*

*Chairman David Gibbs, Vice-Chairman Jeff Stowe and Commissioners Kathy Cooper, Billy Powell and Gregg Poole*

*Also present were County Administrator Zach Propes, Assistant County Administrators Casey Ramsey and John Gentry, Commission Clerk Jennifer Rivera, Deputy Commission Clerk Ana Dominguez, and County Attorney Justin Lawhon*

**Administration**

*Doug Straughan, Capital Projects Manager, addressed the Board.*

- 1 Approve the award of RFQ/P #46-012 Owners Representative Program Management Services for the construction of the Hall County Judicial Complex Expansion to Turner & Townsend Heery, LLC of Atlanta, GA. The estimated cost is \$2,229,500.00.

*Consent*

**Appointments for Consideration**

*Ms. Rivera addressed the Board.*

- 2 Appointment to the Board of Health to serve a term from January 1, 2026 to December 31, 2030. Commission Districts 1, 2, 3 and 4.

*Re-appointment of Larry Poole - Consent*

- 3 Appointment to the Board of Tax Assessors to serve a term from January 1, 2026 to December 31, 2029. Commission District 4.

*Appointment of Richard Higgins - Consent*

- 4 Appointment to the Board of Tax Assessors to serve a term from January 1, 2026 to December 31, 2029. Chairman's Appointment.

*Chairman Gibbs stated that he would finalize the appointment at the Thursday, November 13, 2025 Voting Meeting.*

- 5 Appointment to the Chestatee-Chattahoochee Resource Conservation and Development Council (RC&D) to serve a term from January 1, 2026 to December 31, 2026. Commission Districts 1, 2, 3, and 4.

*Re-appointment of Commissioner Gregg Poole - Consent*

- 6 Appointment to the Chestatee-Chattahoochee Resource Conservation and Development Council (RC&D) to serve an term from January 1, 2026 to December 31, 2026. Commission Districts 1, 2, 3, and 4.

*Re-appointment of Jorge Gomez - Consent*

- 7 Appointment to the Gainesville Hall Development Authority to serve a term from January 1, 2026 to December 31, 2026. Commission Districts 1, 2, 3 and 4.

*Re-appointment of Commissioner Billy Powell - Consent*

- 8 Appointment to the Parks & Leisure Services Board to serve a term from January 1, 2026 to December 31, 2026. Commission Districts 1, 2, 3 and 4.

*Re-appointment of Commissioner Jeff Stowe - Consent*

### **Clerk's Office**

- 9 Approve the 2026 Board of Commissioners Meeting Schedule.

*Consent*

### **County Attorney**

*Mr. Lawhon addressed the Board.*

- 10 Approval and authorization for the Chairman to execute an Extension of the Letter of Intent between Hall County and Glade Farm, LLC, originally executed on January 15, 2010, and any and all additional documents necessary to effectuate the transaction, subject to review and approval by the County Attorney.

*Consent*

### **Fire Rescue**

*Jerry Smith, Fire Chief, addressed the Board.*

- 11 Approve the award of Task Order #2026-018 Remodel Kitchens at three (3) Fire Stations (#2, 13 and 16) and Full Remodel of Fire Station #12 for Fire Rescue to Scroggs & Grizzel Contracting, Inc. of Clermont, GA, in the amount of \$390,473.00.

*Consent*

## **Human Resources**

*Dr. LisaRae Jones, Director of Human Resources, addressed the Board.*

- 12 Approve the annual agreement for medical benefits consulting and brokerage services to Turner Wood & Smith Agency, Inc. of Gainesville, GA. The estimated annual cost is \$200,000.00.

*Consent*

- 13 Approve the annual renewal for Medical Stop Loss coverage with HM Insurance Group of Alpharetta, GA, and authorize the Chairman to execute all related documents, subject to the review and approval of the County Attorney. The estimated annual cost is \$2,291,979.00.

*Consent*

- 14 Approve the Employment Agreement, as amended, for the County Attorney.

*Consent*

## **Management Information Systems (MIS)**

*Kevin York, Senior Network Administrator, addressed the Board.*

- 15 Approve the Change Order #1 for the monthly phone service cost to RingCentral, Inc. of Belmont, CA. The estimated annual cost is \$180,558.00.

*Consent*

## **Planning & Zoning**

*Beth Garmon, Director of Planning and Zoning, addressed the Board.*

- 16 **5111 Old Winder Highway | Rezone** | from Agricultural Residential 1 (AR-1) to Planned Residential Development (PRD) | on a 10± acre tract located on the east side of Old Winder Highway, approximately 2,051 feet from its intersection with Daylily Drive | Zoned AR-IV, Tax Parcel 15038 000076 (pt.) | **Proposed Use: Addition of 44 townhomes to a PRD** | Commission District 1 | **Steven P. Gilliam, applicant**
- 17 **5303 Browns Bridge Road | Amend Conditions** | on a 0.97± acre tract located on the south side of Browns Bridge Road at its intersection with Whitmire Drive | Zoned H-B; Tax Parcel 08080 003018 | **Proposed use: Vehicle repair, major** | Commission District 2 | **Ali Sadegh, applicant**

- 18     **5424 Mulberry Preserve Drive | Special Use** | On a 0.59± acre tract located on the northeast side of Mulberry Preserve Drive approximately 538 feet from its intersection with Elizabeth Lane | Zoned R-1; Tax Parcel 15043F000130 | **Proposed Use: Group home** | Commission District 1 | **Karen Woodroffe, applicant**
- 19     **6382 Lakeview Drive | Appeal a Planning Commission Decision** | for a Variance to section 4.1 to reduce the minimum yards | on a 0.23± acre tract located on the west side of Lakeview Drive approximately 540 feet from the Gwinnett County line | Zoned V-C; Tax Parcel 07360A000014 | **Proposed use: Single-family residence** | Commission District 2 | **Tyler Young, applicant**

### **Public Works and Utilities**

*Jorge Gomez, Director of Public Works and Utilities, addressed the Board.*

- 20     Approval and authorization for the Chairman to execute an Intergovernmental Agreement (IGA) between Hall County and the City of Gainesville regarding water main relocations for the the White Sulphur Road Phase II project, subject to review and approval by the County Attorney. Commission District 3.
- Consent*
- 21     Approve the award of Task Order #2026-017 Construction Engineering Inspection (CEI) and Construction Project Management Services for the White Sulphur Rd - Phase II Realignment Project for Public Works & Utilities to TTL, Inc. of Atlanta, GA, in the amount of \$494,216.14.
- Consent*
- 22     Approval and authorization for the Chairman to execute a resolution accepting the donation of 0.036 acres of real property located at White Sulphur Road (Parcel # 8) by the Gainesville and Hall County Development Authority for right-of-way related to the White Sulphur Road Phase II project, and authorization for the Chairman to execute any and all documents necessary to effectuate the transaction, subject to review and approval by the County Attorney.
- Consent*
- 23     Approval and authorization for the Chairman to execute a resolution accepting the donation of approximately 1.6 acres of temporary construction easement and 0.14 acres of driveway easement located at White Sulphur Road (Parcel #11 & 12) by QuikTrip Corporation for right-of-way related to the White Sulphur Road Phase II project, and authorization for the Chairman to execute any and all documents necessary to effectuate the transaction, subject to review and approval by the County Attorney.
- Consent*

- 24 Approval and authorization for the Chairman to execute a resolution accepting certain right-of-way along McKinzey Lane from McKinzey Lane Development LLC, Stephens Road Development LLC, Garry L. English and Gale W. English as well as authorization for the Chairman to execute any and all documents necessary to effectuate the transaction, subject to review and approval by the County Attorney.

*Consent*

### **Sheriff's Office**

*Captain Kelley Edwards, Sheriff's Office, addressed the Board.*

- 25 Approve the ratification of the application and award for the 2025 Federal Homeland Security Program Grant for the Sheriff's Office Explosive Ordnance Disposal (EOD) K9 Team to purchase a new K9 unit vehicle in the amount of \$65,000.00 and appoint the Grants Manager as the Program Designee and authorize the Chairman to execute all related award documents. No match is required.

*Consent*

### **Tax Assessors**

*Steve Watson, Chief Appraiser, addressed the Board.*

- 26 Consider the 2020, 2021, 2022, 2023, 2024, and 2025 real property refund in the amount of \$2,251.12 for overpayment of Hall County taxes regarding property located at 3001 Athens Highway (Tax Parcel # 15023 000040) to Gainesville Freezer, LP.

*Approve the partial 2022 real property refund in the amount of \$2,251.12 -  
Consent*

### **County Administrator**

*Mr. Propes addressed the Board and stated the following:*

- Hall County Government and City of Gainesville are hosting a community food drive through Tuesday, November 25, 2025. Food collection bins have been strategically placed throughout the County, including at the Hall County Government Center, all 17 fire stations and community centers. Thanked Joy Liccardi for her work on this initiative.*
- Hall County Offices will be closed on Tuesday, November 11, 2025 in observance of the Veterans Day holiday. Thanked veterans for their service.*
- Presented a 'WIN' video highlighting public art throughout Hall County. Recognized Emilie Cisco, Joy Liccardi, Marita Collins and Betty O'Berry for their contributions related to Public Art in Hall County.*

### **Public Comments**

*The following people addressed the Board:*

- Cheryl Woodall, Indian Hawthorne Ridge
- Alicia Grizzle, Newberry Point Drive, Flowery Branch
- Pieter Friedrich, 1585 Monroe Drive, Gainesville

### **Commission Time**

*Commissioner Billy Powell, District 2, acknowledged current members of Leadership Hall. The following members addressed the Board:*

- Trevor Bishop (Atlanta Highway Glass)
- Christina Page (Rushton)

*Commissioner Gregg Poole, District 3, stated that lately the Commission Meetings have been chaotic and that there must be order during meetings. Stated that everyone should be treated with respect and not talked down to.*

*Chairman David Gibbs agreed with Commissioner Poole's comments and asked that everyone be respectful. Stated that the Board tries to do the best that they can for the County.*

### **Executive Session**

*Commissioner Powell/Commissioner Poole — to go into Executive Session at 3:56 p.m. — Vote: 5 to 0*

*Commissioner Cooper — aye*

*Commissioner Powell — aye*

*Chairman Gibbs — aye*

*Commissioner Poole — aye*

*Commissioner Stowe — aye*

*Motion passed.*

- 27 Discussion regarding land acquisition, land disposition, personnel matters, potential litigation and/or litigation. Executive Session is not open to the public. Executive Session is a lawfully closed meeting [§ 50-14-1 (a)(2)].

*Commissioner Cooper/Commissioner Stowe — to adjourn the Executive Session  
at 5:04 p.m. — Vote: 5 to 0*

*Commissioner Cooper — aye*

*Commissioner Powell — aye*

*Chairman Gibbs — aye*

*Commissioner Poole — aye*

*Commissioner Stowe — aye*

*Motion passed.*

### **Adjourn**

*Chairman Gibbs adjourned the meeting at 5:05 p.m.*