

Minutes
Regular Meeting of the Mayor and Council
City of Chattahoochee Hills, Georgia
January 10, 2017 / 6:30 p.m.

Call to Order

Mayor Reed called the meeting to order at 6:30 p.m. Councilmembers in attendance were James Stephens, Richard Schmidt, Claire Williams, Faye Godwin, and Don Hayes. All members were present. Also present was Attorney Heather Ryfa on behalf of City Attorney Rick Lindsey. Mayor Reed led the assembly in the Pledge of Allegiance.

Review and Approval of Agenda

Councilmember Schmidt made a motion to approve the agenda. Councilmember Godwin seconded. The motion passed unanimously.

Approval of Minutes

1. Minutes of the Regular Meeting of December 6, 2016
 2. Minutes of the Special Called Meeting of December 14, 2016
- Councilmember Godwin made a motion to approve the minutes of the Regular Meeting of December 6, 2016 and the Special Called Meeting of December 14, 2016. Councilmember Hayes seconded. The motion passed unanimously.*

Staff Reports

Financial Update: City Manager Robert Rokovitz

Mr. Rokovitz gave an update on the financials. The city is approximately 50 percent through the fiscal year. Revenue collections are at 86 percent, and expenditures are at approximately 56 percent. He said the budget amendment coming up later on the agenda will capture revenue based on the sale of vehicles and proceeds of a capital lease. He also said it appears that Police and Public Works are over budget in expenditures because of the capital leases for vehicles and equipment.

Fire Department Report: Greg Brett

Chief Brett reported there were a total of 490 calls in 2016. The department is facing some staffing issues with Lt. Tom Kuglin leaving to take a position elsewhere. Chief Brett also reported that discussion between South Fulton Fire Chiefs and American Medical Response (AMR) for improved response times have slowed. The Fire Chiefs in all municipalities do not agree with the terms of AMR's proposed new service agreement. Chief Brett is continuing to work on a unit that could do emergency transport when needed in exigent circumstances.

Police Department Report: Stoney Mathis

Chief Mathis reported there have been no personnel changes. There were two

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burglary investigations. Other statistics for December were 211 citations, 245 warnings, 2 parking citations, 38 arrests, and 33 reports.

Public Works/Parks Report: Darold Wendlandt

Mr. Wendlandt reported on the icy weather over the previous weekend. He said that city staff was proactive. He also commended Chief Brett, who worked was a huge support to him. The new dump truck will be delivered Friday, January 13th. Staff continues to work on right-of-way cutting and has been working on the aprons of gravel roads and filling potholes. Staff also has been grading Whiteside Road. He is working with the insurance company of a driver who damaged the guard rail on Waterworks Road in order to get it repaired. The Heavy Equipment Operator position is still open.

Community Development: Mike Morton

Mr. Morton reported there were 14 building permits, seven Certificates of Occupancy, and 126 inspections conducted in December. There were 134 permits, with 45 being new single family residence, and 951 inspections in 2016. Filming will be taking place at Cedar Grove Road and Browns Lake Road on January 12th or 19th, and there will be intermittent traffic delays. At the Planning Commission meeting on January 12th, the agenda includes a discussion on accessory dwellings, communications with the Planning Commission, and a minor text change regarding ridesharing.

Presentations/Proclamations (None)

Public Comment

Susan Tillander, 9900 Woodruff Road – commented on the new proposed City Council district map. She said there should be more of a public process and presenting only one map does not allow for meaningful public input.

Mayor Reed commented that City Attorney Rick Lindsey had discussed at the Work Session that there will be an open style public meeting on the redistricting map and process.

Public Hearings (None)

Unfinished Business (None)

New Business

- 1. Item 17-861:** Award contract for roadway striping of Hutcheson Ferry Road and Campellton-Redwine Road to Onsite Paving.

City Manager Robert Rokovitz presented the item. Staff recommended the use of 2017 Local Maintenance Improvement Grant (LMIG) to fund roadway striping at 148,410 linear feet of white paint and 74,204 linear feet of double yellow paint. He said there are safety issues regarding the striping on several roads and he had requested quotes from vendors for prepare a Request for Proposals. Onsite Paving

The City of Chattahoochee Hills Mayor and City Council encourage citizen participation in the government process. Should you by reason of a disability need a special accommodation or need accessibility information, please contact the City Clerk's office at 770-463-8881.

was the only vendor to respond. The financial policy allows for purchasing in emergency circumstances, and he recommends that the contract be awarded to Onsite Paving since the lack of visible striping presents a public safety issue. He also recommended that the Council approve the contract so that funds not used on Hutcheson Ferry Road and Campbellton-Redwine Road can be used on other roads needing striping. Councilmember Godwin made a motion to approve Item No. 17-861. Councilmember Williams seconded. Councilmembers and staff discussed allowing some flexibility striping other sections of road if funds were still available after striping was completed on Hutcheson Ferry Road and Campbellton-Redwine Road. Councilmember Godwin amended her motion to motion to authorize a contract for roadway striping not to exceed \$128,858 with On-Site Paving. Councilmember Williams seconded. The motion passed unanimously.

2. Item 17-862: Resolution Adopting Revisions to the Fiscal Year 2017 Budget. *City Manager Robert Rokovitz presented the item. The proposed budget amendment will recognize revenue from capital leases for two Police Department vehicles and Public Works equipment and true up other revenue items for which there will be no more collections or revenues have exceeding projections. Councilmember Schmidt made a motion to approve Item No. 17-862. Councilmember Stephens seconded. The motion passed unanimously.*

3. Item 17-863: Ordinance Revising Chapter 11, Business Occupational Tax, Licenses, and Regulation – to provide for ride-sharing businesses and allow for pro-rating of home-based business license fees, and for other purposes. *City Clerk Dana Wicher presented the item. The proposed revision aligns the code for ride-sharing businesses with state code and aligns some of the home-based regulations with the Zoning Ordinance home occupation regulations. Other changes allow for pro-rating of home-based business fees and for the option of home-based businesses to base fees on gross receipts. Councilmember Schmidt made a motion to approve Item No. 17-863. Councilmember Hayes seconded. The motion passed unanimously.*

4. Item 17-864: Ordinance to Adopt and Approve Taxicab License Fees. *City Clerk Dana Wicher presented the item. The Business Occupation Tax, Licenses, and Regulation Ordinance allows Taxicabs businesses; however, the city never adopted Taxicab License fees. The proposed ordinance sets the taxicab license fee at \$35.00 per annum and the taxicab driver's permit fee at \$30.00 per annum. Councilmember Stephens made a motion to approve Item No. 17-864. Councilmember Godwin seconded. The motion passed unanimously.*

5. Item 17-865: Resolution to set the Qualifying Fees for the November 7, 2017 Municipal Election. *City Clerk Dana Wicher presented the item. The proposed resolution sets the qualifying fees for the office of Mayor and Council Districts 2 and 4 in the election to be held on November 7, 2017 at \$36.00. Councilmember Godwin made a motion to approve Item*

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No. 17-865. *Councilmember Hayes seconded. The motion passed unanimously.*

6. Item 17-866: Resolution to Appoint a Municipal Superintendent for the November 7, 2017 Municipal Election.

City Clerk Dana Wicher presented the item. The proposed resolution appoints the city clerk as the Municipal Superintendent. Councilmember Hayes made a motion to approve Item No. 17-866. Councilmember Stephens seconded. The motion passed unanimously.

Mayor and Council Comments

Councilmember Hayes wished Police Chief Stoney Mathis a happy birthday.

Councilmember Godwin thanked the staff for their hard work during recent bad weather.

Councilmember Schmidt said that he appreciated all of the staff's hard work.

Mayor Reed said he had gotten a lot of positive feedback over the weekend on how proactive the city was regarding the bad weather. He also commented on the teamwork. He said it was an impressive team for a little city, and he appreciates the staff.

Executive Session (None)

Adjourn Meeting *Councilmember Schmidt made a motion to adjourn the meeting. Councilmember Godwin seconded. The motion passed unanimously and the meeting adjourned at 7:40 p.m.*

Approved this 7th day of February, 2017.

Dana Wicher, City Clerk

Tom Reed, Mayor