

Minutes
Regular Meeting of the Mayor and Council
City of Chattahoochee Hills, Georgia
May 3, 2016 / 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 City Attorney Rick Lindsey. Mayor Reed led the assembly in the Pledge of Allegiance.

Review and Approval of Agenda

Mayor Reed requested that the following changes be made to the agenda:

- 1. Remove Agenda Item No. 16-802, Resolution appointing members to the Planning Commission*
- 2. Change Agenda Item No. 16-807 to 16-814*
- 3. Add Agenda Item No. 16-812, Award of Bid for FY2016 Local Maintenance & Improvement Grant (LMIG) Project to Atlanta Paving and Concrete Construction*
- 4. Add Agenda Item No. 16-813, Approval of the revised Parks Commission meeting schedule*

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

Approval of Minutes

- 1. Minutes of the Special Called Meeting of March 12, 2016*
- 2. Minutes of the Regular Meeting of April 12, 2016*

Councilmember Godwin made a motion to approve minutes of the Special Called Meeting of March 12, 2016 and the Regular Meeting of April 12, 2016. Councilmember Hayes seconded. The motion passed unanimously.

Staff Reports

Financial Update: Kyle Jones

Mr. Jones said the first of two public hearings for the Fiscal Year 2017 Budget would be held this evening. The second public hearing and adoption of the Fiscal Year 2017 Budget will take place at the June City Council meeting. The millage rate adoption process will take place in July and the Fiscal Year 2016 audit will start in August.

Fire Department Report: Greg Brett

Chief Brett reported the ISO evaluation on April 28th went very well. He expects to have a better than expected rating. It will be officially published in 3-6 months. The Fire Department responded to an incident involving an individual being burned from two lithium batteries exploding in his pocket. He cautioned everyone to be mindful of battery storage. The call volume continues to trend upward.

Public Works Report: Greg Brett (serving as Interim Public Works/Parks Director)

Chief Brett said the city has applied for a Local Maintenance & Improvement Grant – Off System Support with GDOT which could be used for road striping. The city has received the new CAT 259D track loader that was purchased with the GMA lease-purchase plan. He also reported that random illegal dumping continues in various places.

Police Department Report: Stoney Mathis

Chief Mathis said that the Police Department will follow through on any illegal dumping if it includes documents that provide identification. On May 5th at 7:30 a.m., there will be intermittent traffic delays on Hutcheson Ferry Road due to movie filming. There are two new officers – Officer Trent Williams and Officer Kevin Digou. In April there were 8 arrests – 2 warrant arrests, 1 DUI arrest, 3 No License arrests, and 2 Drug Possession arrests. Officer Dyer worked an identity fraud case investigation and a theft by taking investigation during the month. The number of citations written in April was down to 76, but the number of warnings written was up to 36.

Community Development: Mike Morton

Mr. Morton reported one new residential single family dwelling permit, two pool permits, and two trade permits, and three certificates of occupancy were issued in April. He also has had some inquiries about fence permits and expects to see a variance application for a fence in Little Fawn. He also has been working on several special event and production permits. Mr. Morton also gave an update on the Comp Plan process. The final Steering Committee meeting is scheduled June 16th and the final Public Meeting is scheduled for July 26th. The Neighborhood Meetings will be scheduled for late May or early June.

Public Comment

Matt Brass, 20 Parks Avenue, Newnan, GA – introduced himself as a candidate for State Senate District 28.

Lynn Merrill, 560 Tabb Way – Community Brickworks has a new initiative to help senior citizens in the community. The launch of the program will be a luncheon held at City Hall on May 19th 11:00 a.m. until 12:30 p.m. She asked the Mayor and Councilmembers to each identify two or three people that may want to attend.

Alan Merrill, 560 Tabb Way – said God has been active in the creation of the Concession Stand at Rico Park. He invited everyone to the Bosch Center on Sunday at 9:30 a.m. to hear him speak about all the ways God has been involved in the process.

Presentations /Proclamations

1. Proclamations for Rico Park Volunteers – Mayor Reed presented proclamations for 28 volunteers who helped with the concession stand and 9 volunteers who helped with the trails at Rico Park. He also read names of the volunteers and businesses who donated their time, money, services or supplies.

Public Hearings

City Attorney Rick Lindsey read the rules for the Public Hearings.

1. **Item 16-814:** An Ordinance of the Mayor and Council of the City of Chattahoochee Hills, Georgia to Adopt the Fiscal Year 2017 Budget for Each Fund of the City of Chattahoochee Hills, Georgia Appropriating the Amounts Shown in Each Budget as Expenditures, Adopting the Several Items of Revenue Anticipations, Prohibiting Expenditures to Exceed Appropriations, and Prohibiting Expenditures to Exceed Actual Funding Available.

Mayor Reed opened the public hearing.

Finance Director Kyle Jones presented the item. He said the three funds that will be adopted for the Fiscal Year 2017 Budget are the General Fund, the Hotel/Motel Fund, and the E911 Fund. The following initiatives are included in the proposed budget:

1. *Front end loader*
2. *Staff raises*
3. *H.R. contract position*
4. *One full time police officer*
5. *Two new police vehicles*
6. *Fire station roof replacement*
7. *City hall generator*
8. *Contingency fund of \$41,329 which is budgeted in the Mayor/Council's budget*

There was public comment.

Mayor Reed closed the public hearing. This was a first reading. No action was taken.

Discussions (None)

Unfinished Business

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.

- 1. Item 16-802:** Resolution appointing members to the Planning Commission
Removed from agenda.

New Business

- 1. Item 16-808:** Proposed De-Annexation of 240 acres. *(First Reading)*
City Planner Mike Morton presented the item. The parcels were brought in with the annexation in 2015 but the owners did not want these parcels to be included. The 240 acres incorrectly includes right-of-way. The actual acres without the right-of-way is 228. This was a first reading. No action was taken.
- 2. Item 16-809:** Resolution adopting revisions to the Fiscal Year 2016 Budget.
Finance Director Kyle Jones presented the item. The budget adjustment will increase the Community Development Budget \$7,000 to purchase GIS software, increase the Information Technology Budget \$25,000 to cover costs associated with networking the fire station to city hall and to purchase a server, and increase the Public Works budget \$57,309 to recognize the revenue and expenditure of the front end loader. Councilmember Godwin made a motion to approve Item No. 16-809. Councilmember Williams seconded. The motion passed unanimously.
- 3. Item 16-810:** Approval of MOU with Full Glass Labs, Inc. for Cochran Mill park app
Interim Public Works/Parks Director Greg Brett presented the item. This is the second part of the ‘Cochran Mill Park in the Palm of Your Hand’ website and cellular phone app. There is a one-time cost \$1,500 for the cellular app. Councilmember Schmidt made a motion to approve Item No. 16-810. Councilmember Stephens seconded. The motion passed unanimously.
- 4. Item 16-811:** Resolution appointing City Manager and administering Oath of Office.
Councilmember Godwin made a motion to approve Item No. 16-811. Councilmember Hayes seconded. The motion passed unanimously. City Attorney administered the Oath of Office to Robert “Robbie” Rokovitz.
- 5. Item 16-812:** Award of Bid for FY2016 Local Maintenance & Improvement Grant (LMIG) Project to Atlanta Paving and Concrete Construction
Interim Public Works/Parks Director Greg Brett presented the item. The city has already received the funds. He asked the Council to approve the expenditure, award the bid to Atlanta Paving and Concrete Construction, and allow an additional \$25,000 designated in the budget for crack sealing to be used in the areas of Cochran Mill Road, Waterworks Road, and South Fulton Parkway to supplement the work being done with the grant funds. Councilmember Schmidt made a motion to approve Item No. 16-812. Councilmember Stephens seconded. The motion passed unanimously.

6. Item 16-813: Approval of revised Parks Commission schedule.

Mayor Reed presented the item. The revised schedule changes the meeting time from 7:00 p.m. to 6:00 p.m. Councilmember Godwin made a motion to approve Agenda Item No. 16-813. Councilmember Hayes seconded. The motion passed unanimously.

Mayor and Council Comments

Councilmember Williams thanked the Rico Park volunteers. She also welcomed new City Manager Robbie Rokovitz.

Councilmember Schmidt thanked Fire Chief Greg Brett for the work he put into the ISO evaluation. He also welcomed new City Manager Robbie Rokovitz.

Councilmember Hayes welcomed new City Manager Robbie Rokovitz and thanked the Rico Park volunteers.

Mayor Reed thanked Fire Chief Greg Brett for getting into the dunk tank at May Day. He also welcomed new City Manager Robbie Rokovitz.

Adjourn Meeting

Councilmember Schmidt made a motion to adjourn the meeting. Councilmember Godwin seconded. The motion passed unanimously and the meeting adjourned at 7:30 p.m.

Approved this 7th day of June, 2016.

Dana Wicher, City Clerk

Tom Reed, Mayor