

**Minutes**  
**Regular Meeting of the Mayor and Council**  
**City of Chattahoochee Hills, Georgia**  
**June 6, 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, Faye Godwin, and Don Hayes. Councilmembers Richard Schmidt and Claire Williams were absent. Also present was City Attorney Rick Lindsey. Mayor Reed led the assembly in the Pledge of Allegiance.*

**Review and Approval of Agenda**

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

**Approval of Minutes**

1. Minutes of the Regular Meeting of May 2, 2017  
*Councilmember Hayes made a motion to approve the minutes of the Regular Meeting of May 2, 2017. Councilmember Stephens seconded. The motion passed unanimously.*

**Presentations/Proclamations** (None)

**Staff Reports**

Financial Update: City Manager Robert Rokovitz

*Mr. Rokovitz gave an update on the financials. As of June 6<sup>th</sup>, revenue collections are at 97.3 percent and expenditures are at 85.2 percent for the General Fund and 85.6 percent including all other funds.*

Fire Department Report: Greg Brett

*Chief Brett reported that there were 51 incident calls in May and 254 incident calls to date in 2017. The Fire Officer-Lieutenant selection process is underway. The municipalities are waiting on an official response from American Medical Response on the current draft of the new service level agreement. He said more CodeRED enrollments are needed. A roster of those who have signed up is available for enrollees to provide their cell service provider. This information facilitates priority notifications.*

Police Department Report: Stoney Mathis

*Chief Mathis reported there have been no personnel changes. The investigations in May were one aggravated battery, two theft by taking, one burglary, and one elder abuse. Other statistics for May were 146 citations, 144 warnings, 36 parking citations, 31 arrests, and 54 reports. There were also 214 dispatched calls in May, which is more than double the number for May 2016.*

**Public Works/Parks Report: Darold Wendlandt**

*Mr. Wendlandt said ball season was a great success. He thanked all the volunteers that worked to make it happen. He and Parks Commission Chair Diana Wilson walked the green trail at Cochran Mill Park to look at the storm damage. He said some of the trail has been cleared so the park can be accessed from the Cochran Mill Nature Center and the Chattahoochee Hills Charter School; however, the damage is extensive and some of the green trail will need to be rerouted. Currently, he has one crew dedicated to right-of-way cutting. A majority of the gravel roads have been scraped with help from Fulton County. Once the weather improves, Public Works staff will start back with pulling ditches and putting gravel on the roads. Staff also has been working on culvert pipe repairs at various locations.*

**Community Development: Mike Morton**

*Mr. Morton reported there were six new home building permits issued in May, and there were three times as many inspections conducted in comparison to May 2016. There will be filming tomorrow in Campbellton, and "The Pact" will be filming again at South Fulton Parkway and Rico Road. They will be shutting down South Fulton Parkway at Rico Road overnight on June 14<sup>th</sup>. The Planning Commission had a work session regarding fence regulations last week and they will discuss a proposed draft of revisions to the fence regulations at their next meeting.*

**Public Comment**

*There was no public comment.*

**Public Hearings**

*City Attorney Rick Lindsey read the rules for the Public Hearing.*

- 1. Item 17-881:** An Ordinance of the Mayor and Council of the City of Chattahoochee Hills, Georgia to Adopt the Fiscal Year 2018 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.

*City Manager Robert Rokovitz presented the item. He gave an overview of the Statement of Revenues and Expenditures. The proposed General Fund budget is now \$2,779,857, and the overall budget including other funds is approximately \$4.851 million.*

*Mayor Reed opened the Public Hearing.*

*There was no public comment.*

*Mayor Reed closed the Public Hearing.*

*These minutes are provided as a convenience and service to the public, media, and staff. It is not the intent to transcribe proceedings verbatim. Any reproduction of this summary must include this notice. Public comments are noted and heard by Council, but not quoted. This is an official record of the City of Chattahoochee Hills City Council Meeting proceedings.*

**Councilmember Godwin made a motion to approve Item No. 17-881. Councilmember Stephens seconded.**

*Mayor Reed thanked the City Council and City Manager for their work on the budget. He said it is a conservative budget and the city was able to put some of the reserves into capital expenses. TSPLOST funds are also a big addition.*

*Councilmember Godwin thanked staff for their work on the budget and said the budget is the most important document to the city.*

*Councilmember Hayes said the city is in better shape financially than it has ever been.*

*Mayor Reed called for the vote on the motion to approve Item No. 17-881. The motion passed unanimously.*

**2. Item 17-891:** Public Hearing and First Reading on an Ordinance for Variances to the Limitations on the Materials and Design of Fences and the Limitations on the Height of Fences in the First Layer in the RL (Rural) District – variance request from Kirk and Tara Hart for property located at 10400 Cedar Grove Road.

*City Planner Mike Morton presented the item. The applicant has filed an application for a variance to allow a stone and wrought iron style fence and to allow a fence height greater than four feet in the first layer. Staff recommends denial of the variance to the fence materials because it is the opinion of staff that the application does not meet the five criteria for approval. Staff recommends approval of the variance to the fence height with the condition that the fence comply with the height requirement when measured with the natural grade at the base of the fence. At their May 23<sup>rd</sup> meeting, the Planning Commission recommended approval of both variances with a vote of 3-2.*

*Mayor Reed opened the public hearing.*

*The following person spoke in favor of the item:*

- 1. Tara Hart, 10400 Cedar Grove Road (applicant) – said that she did not initially know that a permit was required to build a fence. She has a petition in support of the fence variance signed by her neighbors. There are several houses with the same type of fence on her road. The fence will be partially screened by trees and shrubs.*

*There was no other public comment.*

*Mayor Reed closed the public hearing. No action was taken.*

### **Unfinished Business**

**1. Item 17-883:** An Ordinance to amend Chapter 12 (Offenses and Violations) to control outdoor burning.

*Fire Chief Greg Brett presented the item. The purpose of the ordinance is to describe*

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*various types of burning and to give enforcement power to the existing policy. Chief Brett requested that the ordinance be amended in Section 1(c)6 to read "A means for extinguishment including either a positive water source, farm implements or grading equipment..." Councilmember Stephens made a motion to approve Item No. 17-883 as amended. Councilmember Godwin seconded. The motion passed unanimously.*

**2. Item 17-886:** Consideration of a proposal by FOX Environmental, LLC for Technical Support Services for Improved Watershed and Environmental Compliance. City Manager Robert Rokovitz presented the item. The following revisions discussed at the Work Session were made to the contract:

- 1. Language requiring City Council approval before any additional work is completed*
- 2. Language regarding proprietary and trade secret information that allows for compliance with open records law*

*At the request of Councilmember Stephens, the following will be removed from Terms & Conditions: "Reimbursable Expenses: Any expenses that are required beyond those identified under professional services will be billed at a multiple of 1.15 times the cost incurred".*

*Councilmember Godwin made a motion to approve Item No. 17-886 as amended. Councilmember Hayes seconded. The motion passed unanimously.*

### **New Business**

**1. Item 17-892:** Resolution adopting revisions to the Fiscal Year 2017 Budget. City Manager Robert Rokovitz presented the item. The purpose of the budget amendment is to align the budget closer to the actuals at year end. Councilmember Stephens made a motion to approve Item No. 17-892. Councilmember Godwin seconded. The motion passed unanimously.

**2. Item 17-893:** Resolution for a Capital Lease Purchase Agreement with the Georgia Municipal Association to purchase (2) Police Tahoe 4WDs with equipment. City Manager Robert Rokovitz presented the item. This lease agreement is for the purchase of the two police vehicles which was approved at the May 2, 2017 meeting. Councilmember Godwin made a motion to approve Item No. 17-893. Councilmember Stephens seconded. The motion passed unanimously.

**3. Item 17-894:** Approval of an extension of the Intergovernmental Agreement with Fulton County for the provision of Animal Control Services. City Manager Robert Rokovitz presented the item. The extension will extend the current agreement until December 31, 2017. Councilmember Hayes made a motion to approve Item No. 17-894. Councilmember Stephens seconded. The motion passed unanimously.

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**Mayor and Council Comments**

*Councilmember Godwin asked if there were any problems with the closure of South Fulton Parkway during the last filming. Police Chief Mathis answered that they received no complaints.*

*Mayor Reed commented on property tax assessments recently mailed out by Fulton County. He said assessments on many properties increased substantially, but it was important to keep in mind that the assessment notification is not a bill. He also said that the assessor's office has not provided the tax digest so millage rates have not been set yet. There has been some discussion on a rollback of property taxes but those decisions cannot be made until the tax digest is received. He also read the instructions for the appeal process from the Fulton County Tax Assessor's website.*

**Executive Session** (None)

**Adjourn Meeting** *Councilmember Godwin made a motion to adjourn the meeting. Councilmember Stephens seconded. The motion passed unanimously and the meeting adjourned at 7:35 p.m.*

**Approved this 11<sup>th</sup> day of July, 2017.**

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**Dana Wicher, City Clerk**

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**Tom Reed, Mayor**