

**Minutes**  
**Regular Meeting of the Mayor and Council**  
**City of Chattahoochee Hills, Georgia**  
**June 7, 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. Remove the proclamation for Donnie Keeter because he was unable to attend the meeting*
- 3. Add Agenda Item No. 16-821, Approval of an Intergovernmental Agreement for Use and Distribution of Proceeds Generated by the 2016 Transportation Special Purpose Local Option Sales Tax Referendum*

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

**Approval of Minutes**

- 1. Minutes of the Regular Meeting of May 3, 2016*

*Councilmember Schmidt made a motion to approve minutes of the Regular Meeting of May 3, 2016. Councilmember Stephens seconded. The motion passed unanimously.*

**Staff Reports**

**Financial Update: Kyle Jones**

*Mr. Jones said one item to note on the financials is that approximately \$33,000 has been collected in parking fees to date. This is about \$10,000 more than last year. The city also received the annual Intergovernmental Conservation payment in the amount of \$135,000 after the financials had been completed. Staff has recently purchased the server and GIS software, which were previously approved with a budget adjustment, and security cameras are to be installed at Cochran Mill Park before the end of the fiscal year.*

**Fire Department Report: Greg Brett**

*Chief Brett reported there were 52 incident calls during May. The Fire Department recently responded to two separate structure fires. Chief Brett cautioned everyone to be vigilant about fire safety. Two forms were made available for the public at the meeting – “CodeRed” emergency notification sign-up forms and “m(E)I” medical emergency forms that can be posted in the homes of residents to provide personal medical information to first responders.*

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

*Chief Brett reported the paving repairs to Cochran Mill Road and Waterworks Road are now complete. Right-of-way mowing continues. Grading of the gravel roads is affected by weather conditions. Grading cannot be done during dry conditions because the dirt becomes loose and increases erosion of the surface. The payment kiosk at Cochran Mill Park was online right before Memorial Day weekend. Graffiti has recently been found in Cochran Mill Park on the bridge abutment and in Zack’s Glade. Five representatives of the city are traveling to Washington, DC, on June 8<sup>th</sup> to accept a national award for the city from the Coalition for Recreational Trails program.*

**Police Department Report: Stoney Mathis**

*Chief Mathis said the Police Department is fully staffed. The most recently hired Officers are Michael Lynch, William Honea, and Shannon Stroup. Chief Mathis gave a report comparing the statistics for May 2016 to May 2015. He said the police officers are active and all statistics are up from last year. Three of the police vehicles have had significant repair costs in the current budget year. There has been greater police presence at Cochran Mill Park and parking citations are being issued to vehicles that do not display the appropriate parking pass. The police department recently sent out notices for approximately 125 unpaid parking citations that were about three years old. The city has collected the fines on about 30% of those citations.*

**Community Development: Mike Morton**

*Mr. Morton reported two temporary commercial permits for the ToughMudder event, one residential accessory structure permit, four single family residence permits, one residential addition permit, and two certificates of occupancy were issued in May. One administrative permit was issued for an event being held just outside of Serenbe. The Tour de Cure bike special event is being held this Saturday. Four of the five Comp Plan neighborhood meetings have been held. The last neighborhood meeting will be held June 9<sup>th</sup> and will include a Rico Crossroads Community meeting. There will be one more Steering Committee meeting that will be held in conjunction with the June 16<sup>th</sup> Planning Commission meeting and one more public meeting.*

### **Presentations/Proclamations**

1. Donnie Keeter Proclamation (*removed from agenda*)

### **Public Comment**

*Marcia Lee, 6530 Rico Road – spoke about the bidding process for the recent paving project. She asked why the bidding process was not abided by and hopes that it will be done correctly in the future.*

*Briana Watson, 4250 Cochran Mill Road – asked the city to address the bike riders on Cochran Mill Road. She said they hold up traffic, block access to her driveway, and litter.*

### **Public Hearings**

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

1. **Item 16-817:** Public Hearing and Action to consider an application for a Full Pouring Alcohol Beverage License – Distilled Spirits, Wine and Malt Beverages. The name in which the license is to be issued – Yumi Sushi, Inc./Licensee – Mark Nelson. The location of the special event – 9117 Selborne Lane, Chattahoochee Hills, GA.

*Mayor Reed opened the public hearing.*

*The following person spoke in favor of Item 16-817:*

*Mark Nelson (applicant), Yumi Sushi, Inc., 9117 Selborne Lane*

*There was no other public comment.*

*Mayor Reed closed the public hearing.*

*Councilmember Schmidt made a motion to approve Item No. 16-817. Councilmember Godwin seconded. The motion passed unanimously.*

2. **Item 16-807:** Public Hearing and Action to consider an Ordinance to Amend the Charter of the City of Chattahoochee Hills, so as to Amend the Corporate Limits of the City of Chattahoochee Hills by Annexing Property under the 60% Method and so as to Amend the Voting Districts of the City of Chattahoochee Hills and to Amend the Zoning District of the City of Chattahoochee Hills; and for Other Purposes.

*Mayor Reed opened the public hearing.*

*City Planner Mike Morton presented the item. The property is approximately 135 acres located at the southwest corner of Cochran Mill Road and Cascade Palmetto Highway. The current zoning is AG-1, except for 25 acres that is zoned MIX Mixed*

*used. The property will be zoned RL upon annexation. Fulton County Board of Commissioners voted that the county has no objection to the proposed annexation. The Planning Commission held a public hearing on May 26<sup>th</sup> and voted unanimously to recommend approval of the annexation ordinance. Staff recommends approval of the annexation with all annexed property being placed in the RL Rural zoning district and in the "Preferred Agricultural and Rural Residential Area" on the city's zoning map.*

*There was no public comment.*

*Mayor Reed closed the public hearing. Councilmember Godwin made a motion to approve Item No. 16-807. Councilmember Hayes seconded. The motion passed unanimously.*

- 3. Item 16-808:** Public Hearing and Action to consider an Ordinance to Amend the Charter of the City of Chattahoochee Hills, so as to Amend the Corporate Limits of the City of Chattahoochee Hills by Deannexing Property under O.C.G.A. § 36-36-22 and so as to Amend the Voting Districts of the City of Chattahoochee Hills; and for Other Purposes.

*Mayor Reed opened the public hearing.*

*City Planner Mike Morton presented the item. The property is approximately 226 acres located east of Cascade Palmetto Highway and north of Ridge Road. The property came into the city during the last annexation in 2015. The owners did not sign the petition in support of annexation. The Planning Commission held a public hearing on May 26<sup>th</sup> and voted 4-1 to recommend approval of the de-annexation. Staff recommends approval of the de-annexation.*

*There was no public comment.*

*Mayor Reed closed the public hearing. Councilmember Stephens made a motion to approve Item No. 16-808. Councilmember Williams seconded. The motion passed unanimously.*

- 4. 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 this was the first time the city was in the financial position to be able to include initiatives in the budget.*

*There was no public comment.*

*Mayor Reed closed the public hearing. Councilmember Schmidt made a motion to approve Item No. 16-814. Councilmember Stephens seconded. The motion passed unanimously.*

- 5. Item No. 16-818:** Public Hearing and First Read for an Ordinance to Amend and Revise Chapter 20 City of Chattahoochee Hills Zoning Ordinance and for all Other Purposes Related Thereto.

*Mayor Reed opened the public hearing.*

*City Planner Mike Morton presented the item. The proposed changes would change the permit for Country Inns in the RL District from a Special Administrative Permit to a Special Use Permit. Bed and Breakfast would be split into two separate classes, "Bed and Breakfast, Large" and "Bed and Breakfast, Small". "Bed and Breakfast, Small" would require a Special Administrative Permit. "Bed and Breakfast, Large" or any proposed increase in the number of bedrooms or floor area would require a Special Use Permit.*

*Mayor Reed closed the Public Hearing. This was a first reading. No action was taken.*

### **Unfinished Business**

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

### **New Business**

- 1. Item 16-819:** Ordinance to Amend Parking Fines in Chapter 15, Parks and Recreation, Article 3, Parking at Cochran Mill Park, Section 6, Enforcement and for Other Purposes.

*Police Chief Stoney Mathis presented the item. He recommended that the parking fine be reduced from \$100.00 to \$50.00. Councilmember Godwin made a motion to approve Item No. 16-819. Councilmember Schmidt seconded. The motion passed unanimously.*

- 2. Item 16-820:** Approval of purchase of two police vehicles and equipment.  
*Police Chief Stoney Mathis presented the item. The request is for the purchase of two (2) Ford 2016 Police Interceptor Utility vehicles at a cost of \$26,226.00 per vehicle.*

*Councilmember Stephens made a motion to approve Item No. 16-820. Councilmember Godwin seconded. The motion passed unanimously.*

**3. Item 16-821: Approval of an Intergovernmental Agreement for Use and Distribution of Proceeds Generated by the 2016 Transportation Special Purpose Local Option Sales Tax Referendum**

*City Attorney Rick Lindsey presented the item. The agreement explains the responsibilities of all parties if the Transportation Special Purpose Local Option Sales Tax (TSPLOST) referendum passes. The city must sign the agreement in order to participate in TSPLOST. Mr. Lindsey asked the Council to give the Mayor the authority to sign the agreement or a similar agreement with no substantial changes once the final draft is available. Councilmember Hayes made a motion to approve Item No. 16-821. Councilmember Godwin seconded. The motion passed unanimously.*

*Mayor Reed asked for a motion to move Mayor and Council Comments to come before the Executive Session. Councilmember Schmidt made the motion. Councilmember Godwin seconded. The motion passed unanimously.*

**Mayor and Council Comments**

*Councilmember Godwin encouraged everyone to attend one of the Comp Plan update meetings. She also congratulated the Parks Commission on winning a national recreation and parks award.*

*Mayor Reed said he had recently met someone at a meeting in another city who had visited Cochran Mill Park and said that the trails were some of the best he had ever seen. Mayor Reed thanked the volunteers and the staff for their hard work in the parks. He addressed the topic of the recent paving bid process and agreed that the city missed an advertising requirement. He said that the staff is working hard and is committed to not making these mistakes on future projects.*

*Councilmember Schmidt commented on the cycling events and asked what the rules were regarding the cyclists going through stop signs. Chief Mathis answered that police officers are stationed at intersections during the cycling events.*

**Executive Session**

*Councilmember Schmidt made a motion to move to Executive Session to discuss legal matters. Councilmember Stephens seconded. The motion passed unanimously at 7:26 p.m.*

*Councilmember Godwin made a motion to come out of Executive Session. Councilmember Schmidt seconded. The motion passed unanimously at 7:46 p.m.*

*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 Schmidt made a motion to reconvene the Regular Meeting.  
Councilmember Stephens seconded. The motion passed unanimously at 7:49 p.m.*

**Adjourn Meeting**

*Councilmember Godwin made a motion to adjourn the meeting. Councilmember Hayes seconded. The motion passed unanimously and the meeting adjourned at 7:50 p.m.*

**Approved this 12<sup>th</sup> day of July, 2016.**

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**Dana Wicher, City Clerk**

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**Tom Reed, Mayor**