

**Minutes**  
**Regular Meeting of the Mayor and Council**  
**City of Chattahoochee Hills, Georgia**  
**July 12, 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, and Don Hayes. Faye Godwin was absent. 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. Table Agenda Item No. 16-824, Approval of revised Position Control schedule*
- 2. Remove Agenda Item No. 16-822, Ordinance to Revise and Amend Chapter 13, Traffic and Public Roadways, Providing for the Revision and Amendment of Section 4 and Appendix A Thereto*
- 3. Remove presentation on Coalition for Recreational Trails Award*

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

**Approval of Minutes**

- 1. Minutes of the Special Called Meeting of June 2, 2016*
- 2. Minutes of the Regular Meeting of June 7, 2016*

*Councilmember Hayes made a motion to approve the minutes of the Special Called Meeting of June 2, 2016 and the minutes of the Regular Meeting of June 7, 2016. Councilmember Schmidt seconded. The motion passed unanimously.*

**Staff Reports**

Financial Update: Kyle Jones

*Mr. Jones said the packet included the June financial statements for the General Fund and the E-911 Fund. These are the statements for the end of the Fiscal Year 2016 Budget; however, there are still some invoices for Fiscal Year 2016 to be entered. The E-911 Fund will probably need to be supplemented. He gave an update on the millage rate process. There is a glitch in Fulton County's software, so the city has not yet received the tax digest. City Manager Robbie Rokovitz gave the Mayor and Council a financial report that presents revenues and expenditures in a different format. If the Mayor and Council like the format, he can continue to compile the reports. Mayor Reed pointed out the revenues in excess of expenditures is around \$535,000 for the Fiscal Year 2016.*

**Fire Department Report: Greg Brett**

*Chief Brett distributed the monthly Fire Department report for June 2016. He noted the list of "Off Radar" activities that occurred during June. CodeRED community warning system has been activated and sign-up forms were available at the meeting.*

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

*Mr. Wendlandt thanked the Mayor and Council for the opportunity. He has heard from several citizens who have expressed their opinions on what needs to be done, and he will address all of the concerns as soon as possible. Projects that he and his staff have been working on include Rico Park ball field improvements, Cochran Mill Park parking lot improvements, bush-hogging and clean-up at Hutcheson Ferry Park, parking lot improvements and clean-up in front of city hall, marking of city limits on a portion of Cascade-Palmetto Highway, "No Thru Truck" signs installed on Wilkerson Mill Road, and Woodruff Road improvements. He also has completed an equipment list inventory. There are some items that the city will be able to surplus.*

**Police Department Report: Stoney Mathis**

*Chief Mathis said that the citizens have been supportive of the Police Department in light of the recent events happening around the country. The officers are doing a really good job because they love the community. In June, the department had "Coffee with a Cop" in Serenbe. Chief Mathis plans to do these events quarterly. Officer Dyer has worked on three or four investigations in June. The department came in approximately \$500 under budget. Chief Mathis also presented a comparison of statistics for June 2015 and 2016.*

**Community Development: Mike Morton**

*Mr. Morton reported there were a total of sixteen (16) permits and six (6) certificates of occupancy issued in June, including permits for four (4) new single family dwellings, six (6) commercial alterations at the charter school, and one (1) commercial alteration for a cell tower. Upcoming Comp Plan meetings are Rico Crossroads Community Planning meeting on July 14<sup>th</sup>, a Public Meeting on July 19<sup>th</sup>, and the final Steering Committee meeting on August 9<sup>th</sup>. Filming has been taking place up near Charlie's Store and two bike races are scheduled for Labor Day weekend.*

**Presentations/Proclamations**

1. Coalition for Recreational Trails Award – Diana Wilson (*Removed from agenda*)
2. Concept ideas for Cochran Mill and Hutcheson Ferry Parks – John Graham  
*Parks Commission member John Graham presented drawings of concept plans for Cochran Mill Park and Hutcheson Ferry Park. The plans were developed by University of Georgia landscape architectures students as a class project. The plans include a ranger station, expanded playground, and new signage for Cochran Mill Park, and entrance improvements, permanent stage areas, vendor area, high point overlook, and walking trails at Hutcheson Ferry Park. These plans are concept plans only.*

3. Donnie Keeter Proclamation

*Mayor Reed presented a proclamation to Officer Donnie Keeter for his service to the city and for serving in the role of Interim Police Chief.*

**Public Comment**

*Marcia Lee, 6530 Rico Road – spoke about the equipment requests from Public Works/Parks Manager Darold Wendlandt and Fire Chief Greg Brett during the July 7<sup>th</sup> Work Session. She said the city needs a motor grader and dump truck, but a ladder truck is a waste of money because it would only benefit a few homeowners and the builders of Serenbe. Ms. Lee submitted a written copy of her comments for the record.*

**Public Hearings** (None)

**Unfinished Business**

**1. Item 16-818:** Ordinance to Amend and Revise Chapter 20 City of Chattahoochee Hills Zoning Ordinance and for all Other Purposes Related Thereto – changes to definitions and permit requirements for Country Inn and Bed and Breakfast uses. *City Planner Mike Morton presented the item. The proposed ordinance changes the requirements for Country Inns and some Bed and Breakfasts in the RL District. Mr. Morton proposed amending the Ordinance to add language to further define “Bed and Breakfast, Small” as not having additional bedrooms or additional floor area constructed in the 24 months preceding the application date. If additional bedrooms or additional floor area have been constructed in the preceding 24 months, the establishment will qualify as a “Bed and Breakfast, Large”.*

*Councilmember Hayes made a motion to approve Agenda Item No. 16-818 with the proposed amendments. Councilmember Schmidt seconded. The motion passed unanimously.*

**New Business**

**1. Item 16-822:** Ordinance to Revise and Amend Chapter 13, Traffic and Public Roadways, Providing for the Revision and Amendment of Section 4 and Appendix A Thereto. *(Removed from agenda)*

**2. Item 16-823:** Resolution for a Capital Lease Purchase Agreement with the Georgia Municipal Association.

*Finance Director Kyle Jones presented the item. The agreement is for the financing of the purchase of two (2) police vehicles. The purchase of the vehicles was approved at the June 7, 2016 City Council meeting. Councilmember Hayes made a motion to approve Item No. 16-823. Councilmember Williams seconded. The motion passed unanimously.*

- 3. Item 16-824:** Approval of revised Position Control schedule. *(Tabled)*
- 4. Item 16-825:** Approval of contract with T3 Solutions of Georgia for technology services.

*City Manager Robert Rokovitz presented the item. The item is a contract with the IT services provider. Councilmember Stephens made a motion to approve Agenda Item No. 16-825. Councilmember Schmidt seconded. The motion passed unanimously.*

- 5. Item 16-826:** Approval of Business Solicitation Permit fees.  
*City Clerk Dana Wicher presented the item. Chapter 11, Business Occupation Taxes, Licenses, and Regulations, establishes the regulations for door-to-door soliciting; however, the city never adopted fees for Business Solicitation Permits. Staff recommends the total fee be set at \$195.00. Councilmember Hayes made a motion to approve Agenda Item No. 16-826. Councilmember Schmidt seconded. The motion passed unanimously.*

### **Mayor and Council Comments**

*Councilmember Hayes thanked Officer Keeter and his wife for his service.*

*Councilmember Schmidt said he appreciated Officer Keeter and said he showed a lot of strength during a difficult time.*

*Mayor Reed said he appreciated the community's support for the Police Department. He also said he wanted to clarify the conversation from the July 7<sup>th</sup> Work Session about holding a Fall Festival. He said the city had decided not to hold the 4<sup>th</sup> of July and discussed having a Fall Festival instead. The Christmas event was not discussed and the Christmas Tree Lighting will still take place.*

### **Adjourn Meeting**

*Councilmember Hayes made a motion to adjourn the meeting. Councilmember Stephens seconded. The motion passed unanimously and the meeting adjourned at 7:27 p.m.*

**Approved this 2<sup>nd</sup> day of August, 2016.**

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**Dana Wicher, City Clerk**

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**Tom Reed, Mayor**