

**Minutes**  
**Regular Meeting of the Mayor and Council**  
**City of Chattahoochee Hills, Georgia**  
**August 2, 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 agenda be amended to include a presentation on the Sankofa Concert proposal. Councilmember Schmidt made a motion to approve the agenda as amended. Councilmember Stephens seconded. The motion passed unanimously.*

**Presentations/Proclamations**

1. Sankofa Concert Proposal presentation – Bernie Tokars and Leon Saunders  
*Sankofa has submitted an application to hold the musical event “Many Rivers to Cross” on the Bouckaert property. Mr. Tokars and Mr. Saunders said they are working closely with City staff and officials to ensure the event runs smoothly and impact on citizens is minimized. Councilmember Schmidt expressed concerns about traffic and said they should use Highway 166 as the bus route. Mayor Reed said there are a lot of issues to resolve in a short amount of time.*

**Approval of Minutes**

1. Minutes of the Regular Meeting of July 12, 2016  
*Councilmember Godwin made a motion to approve the minutes of the Regular Meeting of July 12, 2016. Councilmember Williams seconded. The motion passed unanimously.*

**Staff Reports**

Financial Update: Kyle Jones

*Mr. Jones said the packet included two sets of financials. One for Fiscal Year 2016, which just ended, and the other for the current Fiscal Year. The audit is scheduled for the last week of August. He is currently working with the Police Chief on the purchase of radios that are budgeted under the E911 Budget.*

Fire Department Report: Greg Brett

*Chief Brett distributed the monthly Fire Department report for July 2016. He said he wanted the Mayor and Council to be aware that one of his responsibilities as Fire Chief is Emergency/Disaster Preparedness planning. It involves things like the CodeRED program*

*and working with Atlanta-Fulton County Emergency Management Agency (AFCEMA), Georgia Emergency Management Agency (GEMA), and Federal Emergency Management Agency (FEMA) in order to qualify for funding in the future.*

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

*Mr. Wendlandt reported that he filled the vacant full-time position on Monday. He has been getting calls and complaints and asked everyone be patient as the department gets caught up on work. He recently worked with the Police Department on a dumping problem on Jenkins Road.*

**Police Department Report: Stoney Mathis**

*Chief Mathis thanked the citizens for the outpouring of support for the Police Department. He reported that Officer Trent Williams has resigned. There were two investigations in July – one theft and one illegal dumping. He reported on statistics for the month of July. There were 202 citations, 46 arrests, and 56 reports.*

**Community Development: Mike Morton**

*Mr. Morton reported there were permits for five new single family dwellings, several one-stop permits, and six certificates of occupancy issued in July. There is a production event schedule for this weekend on Browns Lake Road and there will be road closures over the weekend. The final Comp Plan Steering Committee meeting will be postponed because the draft of the Comp Plan is not ready.*

**City Manager: Robert Rokovitz**

*Mr. Rokovitz said that he has been working on updating the city's website. Department reports, bid documents, and press releases have recently been added to the website and he will continue to update it. There will be departmental planning discussions at the work sessions over the next five months. He recently met with Catherine Fox of Fox Environmental and showed her around the city so she could assess the stormwater management issues in the city.*

**Public Comment**

*Susan Tillander, 9900 Woodruff Road – said that at the March 3, 2015 Council meeting, an item regarding an agreement with Bouckaert properties was added to the agenda during the meeting. She said the agreement was not made available to the public prior to the meeting. The agreement allows concerts and festivals at any of the properties and is not as strict as the prior agreement with Fulton County. She said there was no openness or transparency in the process.*

**Public Hearings (None)**

### **Unfinished Business**

**1. Item 16-802:** Resolution Appointing Members to the Planning Commission  
*Mayor Reed said he was reappointing the current members – Robin Cailloux, Alan Merrill, Rocky Reeves, Mark Prater, and Bob Simpson. Councilmember Hayes made a motion to approve Agenda Item No. 16-802. Councilmember Godwin seconded. The motion passed unanimously.*

**2. Item 16-824:** Approval of revised Position Control schedule  
*City Manager Robert Rokovitz presented the item. Some of the minimums and maximums have been revised, some in order to reflect current salary levels. Councilmember Schmidt made a motion to approve Agenda Item No. 16-824. Councilmember Stephens seconded. The motion passed unanimously.*

### **New Business**

**1. Item 16-827:** Ordinance to Adopt a Revised Bond and Fine Schedule for the City of Chattahoochee Hills Municipal Court  
*Police Chief Stoney Mathis presented the item. The proposed schedule both raises and lowers several fines. Some of the fines being changed are regulated by O.C.G.A. and some were not in line with other local jurisdictions. The proposed Bond and Fine Schedule was revised to keep the fines for the passing violations at \$500.00 per the discussion at the Work Session. Councilmember Godwin made a motion to approve Agenda Item No. 16-827. Councilmember Williams seconded. The motion passed unanimously.*

**2. Item 16-828:** Ordinance Accepting a Revised Purchasing Policy  
*City Manager Robert Rokovitz presented the item. The proposed revision reduces the City Manger's spending authority from \$25,000 to \$15,000. As a result, the threshold for verbal quotes is reduced to between \$2,500 to \$7,500 and the threshold for written quotes is reduced to between \$7,500 to \$15,000. Councilmember Stephens made a motion to approve Item No. 16-828. Councilmember Schmidt seconded. The motion passed unanimously.*

**3. Item 16-829:** Approval of purchase of motor grader

**4. Item 16-830:** Approval of purchase of wheel loader

**5. Item 16-831:** Resolution declaring Surplus Property and Trade of Surplus Property.  
*Mayor Reed said that he would like to combine the presentation and vote for Agenda Item No. 16-829, Agenda Item No. 16-830, and Agenda Item No. 16-831 since they were related items. Finance Director Kyle Jones and Public Works and Parks Manager Darold Wendlandt presented the items. The request to approve the purchase of a 12M3 Motor Grader at the quoted amount of \$228,158 and the 926 Wheel Loader at the quoted amount of \$153,791. The equipment would be purchased from Yancey Brothers under the state contract for heavy equipment. Yancey Brothers has agreed to take the*

*old Motor Grader and Wheel Loader for a trade-in agreement. Councilmember Stephens made a motion to approve Agenda Item No. 16-829, Agenda Item No. 16-830, and Agenda Item No. 16-831. Councilmember Williams seconded. The motion passed unanimously.*

**6. Item No. 16-832:** Ordinance to Amend Chapter 7, Alcohol Beverages  
*City Attorney Rick Lindsey presented the item. The ordinance makes revisions to Articles 1, 2, 4, and 7. Councilmember Godwin made a motion to approve Agenda Item No. 16-832 as amended by the City Attorney. Councilmember Williams seconded. The motion passed unanimously.*

**7. Item No. 16-833:** Ordinance to Amend Special Event Alcohol Beverage License Fees  
*City Manager Robert Rokovitz presented the item. The ordinance sets license fees for large and small special events, non-profit temporary permits, home brew special events and resident and non-resident caterers. Councilmember Schmidt made a motion to approve Agenda Item No. 16-833. Councilmember Hayes seconded. The motion passed unanimously.*

### **Mayor and Council Comments**

*Councilmember Schmidt said that anyone can submit an event application, and if they meet the stipulations, the city has to issue the permit. He thanked the staff, especially Kyle Jones and Darold Wendlandt on their work preparing the documentation for the new Public Works equipment. He said that he has confidence in what is going on.*

*Mayor Reed said he wanted to push back on some of the negative dialogue that the city is not well run. He has spent a lot of time in other cities and governments, and we are one of the better run cities. The city has amazing staff that that are dedicated, amazing volunteers, and a good group of elected officials.*

*Councilmember Hayes thanked everyone for coming out and encouraged everyone to sign up for the CodeRED alert system.*

### **Adjourn Meeting**

*Councilmember Schmidt made a motion to adjourn the meeting. Councilmember Stephens seconded. The motion passed unanimously and the meeting adjourned at 7:45 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.*

**Approved this 13<sup>th</sup> day of September, 2016.**

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**Dana Wicher, City Clerk**

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**Tom Reed, Mayor**

*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.*